

## Minutes of Departmental Forum Meeting, 11.11.11

Participants:

Allan Würtz, Rainer Lueg, Niels Skipper, Anders Laugesen (substitute for Kenneth Lykke Sørensen), Karin Vinding, Ann-Marie Gabel, Leonidas de la Rosa, Marcel Turkensteen (substitute for Sanne Wølck), Mariola Pytlikova, Stefan Hirth, Sashka Dimova, Marie Herly, Valdemar Smith

Notetaker: Margit Sommer

### 1. Approval of minutes from last meeting (approved)

### 2. Interim norm system

The dean will come up with a suggestion for a new norm system.

Until then, Allan suggests that we use the former ASB norm system as our interim norm system

Change in norms for phd supervision

Now: 100 hours per year for a maximum of three years.

Future: Main supervisor 50 hours per year, secondary supervisor 25 hours per year. Runs for the original time of the contract for the phd-student.

Discussion whether this system is fair, some phd students get equally supervision from both supervisors. Can a phd student claim 50 hours supervision per year?

Information: some of the 50 hours of the main supervisor are used on writing reviews, planning etc.

New rules of the graduate school: there has to be a main supervisor as well as a secondary supervisor.

*Norm for non-tenured faculty members*

Lowered from 535 hours/year to 510 hours/year

*Overall distribution of 1680 working hours*

	Tenured	Untenured
Teaching	610 h (36%)	510 h (30%)
Other activities	398 h (24%)	330 h (20%)
Research	672 h (40%)	840 (50%)

### 3. News from, and questions to, Departmental management

a. Revised strategy paper has been sent out

b. Buildings/offices:

A plan is under construction for which buildings the department will get at Fuglsangs Allé

See: [www.asb.dk/omos/profil/findvej/bygningskortfuglesangsalle4og26/](http://www.asb.dk/omos/profil/findvej/bygningskortfuglesangsalle4og26/)

**Possibilities: M-building (3<sup>rd</sup> floor), C-building (1<sup>st</sup> floor and ground floor) entire L-building (79 offices)**

**Options for more offices: K-building, B-building, S-building (24 offices) Allan's suggestion: K-building (39 offices)**

**A working group on how to distribute offices will be established in the new year**

**The department should be able to move by August 1, 2012**

**c. Positions (assistant professor and full professors)**

**A number of positions as Assistant Professor and Postdocs are posted on the job market in the US**

**A recruitment team will consider the applications and interview selected candidates in Chicago in January**

**Some of the interviewees will be invited for fly-outs during the spring**

**d. A position as full professor will be posted soon**

**e. Positions as associated professors will be posted when assistant professorships run out**

**f. International cooperation. Tor Eriksson has been appointed to coordinate our effort**

**g. Reorganization of the staff group**

**Lene Enevoldsen is organizing the staff group and rolls up a plan next week on how the staff group will be organized**

**It was mentioned that the strategy plan does not mention the Staff and that it is important how the interaction with the tap group functions**

**Lene has worked hard on sorting out how the dividing line between the administrative secretariats and departments will be. All current TAP is expected to stay in the department – but some might work with different task than they do now**

**h. New web page**

**The new web page of the department has been launched and is still under construction. This means that it changes every minute/hour/day**

**People are urged to be patient and are invited to bring suggestions for new inputs and changes**

**Welfare of department members:**

**Ideas should not just come from the management, but from all department members**

**It has been an order from the vice chancellor that there will be no sub departments, but informal groups might occur - you might cooperate with others with the same research interests, teaching interests**

**It was suggested that we have a department party in the spring before we all move together in Fuglesangs Allé.**

#### **4. Other**

**According to the suggestions of the Academic Council, The chairman of the departmental forum cannot be the head of department.**