

## Department Council meeting – Minutes

Date: 15/12-2021 9-10.30	Last meeting: 27/10-2021	Next meeting: 9/3-2022
Meeting room: Zoom	Meeting organizer & minutes keeper: Dannie Kjeldgaard / Gitte S. Klausen	
Participants: Dannie Kjeldgaard, Nicole F Richter, Eva Devantier, Lene Holbæk, Ian Stampe, Kenneth Schultz, Gitte S Klausen, Michael Christensen, Poul Madsen		
Absent:		

	Agenda:	Action:	Time:
1.	<b>Welcome and approval of minutes</b>	<p>Welcome to Poul Madsen, student representative from MMA.</p> <p>Minutes were approved.</p>	
2.	<b>DBM news</b> <ul style="list-style-type: none"> <li>• Financial status</li> <li>• Elections for study board</li> </ul>	<p>Still no complete overview of finances of new department, await this in January.</p> <p>Study Board            HA Study Board had a constituting meeting yesterday – Tina Lundø Tranekjer was elected head of studies unanimous.</p> <p>Cand Merc Study Board is constituting themselves Thursday. Peace election for everyone. No student members of the study board as no one were running.            There have been 4 other student representative requests to the department council from IBE management / marketing, and the council only needs 2 more. The other 2 we will direct to Ingo, if necessary. Ingo will get in touch with Nicole.</p>	

		<p>Dannie thanked those who ran, as the study boards are important organs for the university and the department.</p> <p>Dannie informed that there is no official job announcement yet for the Dean position.</p>	
<b>3.</b>	<b>Norm</b>	<p>Management team has been discussing administration and teaching norms.</p> <p>Dannie will attempt to reduce the norm hours that has been accumulating over years. We are a new department, and we should therefore have a new norm system.</p> <p>Accumulated hours come from very different tasks. Head of research groups at old IVØ did not get norm for this function, on old IMM a fixed number of hours was granted + a number according to number of group members. So the two old norm systems are not comparable. Personal circumstances are also part of the accumulation of hours. When negotiating the reduction is of course has to be fair for everyone, but individual agreements seem to be the right solution. All with more than 200 hours he or the head of group will make agreements with. Up to 200 hours one may keep the hours.</p> <p>Former agreements with former heads Dannie will try to honor as much as he can depending on the exact agreement.</p> <p>It will be a good idea to communicate the philosophy of the norm system, to really get the understanding behind it.</p> <p>About the circulation of norm results, seeing other colleagues' norm surplus or minus can be confusing as we do not know the reason behind. Transparency is good but maybe only on and within group level.</p> <p>We have to understand that the norm system can give an indication of how much you work, but it is really not the intention as a lot of tasks are not included. The norm system is a budgeting system of balancing and planning for the management.</p>	

		<p>There will be no fixed model before Christmas.</p> <p>From spring 2022 all employees are to work under the same conditions.</p>	
<b>4.</b>	<b>AOB</b>	<p>Ingo raised the issue about him maybe wanting to step down from the Council now he is part of the cand merc study board. He and Dannie will talk more.</p> <p>Dannie mentioned that any points to the agenda to the Council's meetings are welcome. Gitte will send out reminders 14 days prior to the meeting date.</p>	
		<p>Gitte informed with reference to the department meeting on 3<sup>rd</sup> December, that any comments made anonymous in the workplace evaluation (APV) cannot be shared as they are. Evaluation of them will of course take place.</p> <p>Department seminar will probably take place on 18-19/8-2022.</p>	