

BMB Management Group meeting 091120, 14-16 in Sapphire.

Present: BSA, JBR, TJDJ, BHK, SM, JMJ, KH

Absent with excuse:

Guests: None

Notes: KH

Subject	Explanation	Notes
1: Welcome	Meeting Outline and follow-up, JMJ.	Initial discussing on OSA (organisational and social work environment, organisatorisk og socialt arbejdsmiljø) and leadership. A few keypoints: How do we value good management through e.g. job interview (værdisætte ledelse via jobsamtalen). Pay attention to the new management codex, which is currently formulated at SDU.
2: Teaching	The teaching plan for F21 is ready, and we will discuss the contribution of the different employee categories to our teaching.	Karin presented the teaching plan for the spring and the procedure for flexible long-term planning, including plans for new PhD students and postdocs. The balance between PI, Postdoc, PhD, TAP/A-TAP and D-VIP teaching effort were discussed. Teaching activities related to the PhD/postdocs own teaching area are priorities – which is also seen from the present plan. Assigning Postdocs for teaching activities is often difficult – suggested for 1 st year projects and alternative teaching activities. More differentiation of the preparation factor is suggested – e.g. a higher preparation factor for teaching that involves correction of reports as well as for first year projects for postdocs. Action: UVU are asked to discuss the balance and a possible adjustment of the preparation factor.
3: Work Environment Organisation at BMB	We will discuss the new AMU organization with stronger management commitment and decide on a future meeting format.	With the new AMU organization, the entire management group will be part of the AMU group. Once every semester a regular MG meetings will be transformed to AMU organization meetings with participation of elected AMU members. The joint AMU group will focus on good leadership, OSA and the physical work environment and take initiatives which can involve temporary adhoc groups.

		<p>In parallel, 'normal' AMU meetings will be held without participation of section managers. Here, the focus will primarily be on lab safety.</p> <p>Action: The practical framework of the AMU work will be discussed at a kick-off meeting, which will be arranged by KH and MDu following the 2020 SDU AMU election.</p>
4: Student dropout	<p>Student dropout is increasing compared to last year. We will discuss what can be done to reach our ambition of lowering bachelor student dropout to 33%.</p>	<p>Impressions from the visit of the 1st year study groups were shared. The need of the current students to study the topic of e.g. biomedicine from first day and see the carrier perspective was clarified and discussed. The MG sees an urgent need for reorganisation of the bachelor studies. MG also sees a need for career perspective and career day "from day one".</p> <p>Actions: UVU will discuss the topic at the next coming meeting.</p> <p>JMJ will call in the prodean, NAT study leader and BMB study leaders to discuss the issues.</p>
5: Study Environment	<p>We will discuss initiatives to improve the study environment and thereby reduce student dropout.</p>	<p>We would like to establish a better physical framework for the study environment by including a larger area for student activities. Work and activities across students from different study year were also suggested and discussed.</p> <p>Action: Once the Covid-19 restrictions are lifted and the regular meeting rooms can be used again, Emerald will be assigned to student group work thereby creating a larger study zone. By improving the study environment we hope to increase student retention.</p>
6: AOB		