

Minutes of meeting

Subject:	Executive meeting	October 5, 2020
Date and time:	October 2, 2020	
Venue:	WP9 + Zoom	
Participants:	Head of Department: Jesper Bo Nielsen (JBN) User Perspectives: Birgitte Nørgaard (BN) DaCHE (Health Economics): Dorte Gyrd-Hansen (DGH) Clinical Pharmacology, Pharmacy & Environmental Medicine: Kim Brøsen (KB) Health Promotion: Pernille Tanggaard Andersen (PTA)	LBU/KMG lbulstrup@health.sdu.dk T +4565503840
Cancellation from:	General Practice: Jens Søndergaard (JS) CMSS: Lisa L. Froholdt (LF) Epidemiology, Biostatistics and Biodemography: Kaare Christensen (KC)	
Taken by:	IST-sekretariatet: Line Bach Ulstrup (LBU)	

Agenda:

- 1. News from IST**

Finances: IST budget meeting held with the faculty and the SDU central budget unit. IST budget for 2020 holds, however less expenses for travel. A couple of international appointments have been postponed too.

Organizational restructuring: Up to now, the occupational therapists have been a part of the research unit of General Practice, but now they are united with the research unit of User Perspectives.

The occupational therapists work to a large extent in the municipalities and with citizen involvement, so the possibilities for synergy at User Perspectives are good. A position of professor in occupational therapy is being filled.

Moving process at WP9B: The CPOP-group has been transferred to SAMF and has moved out of WP. User Perspectives has moved to 2nd floor so there is room enough for the whole unit incl. the occupational therapists. EBB employees from 2nd and 3rd floors move to 1st floor and will therefore have offices closer to the rest of the unit on the ground floor.

SDU GET-initiatives: Not only focus on equality between the sexes, but also focus on inequalities generally. SDU's GET-team has held a meeting with JBN and the IST local GET-representative, Marianne Nygaard from EBB. It was agreed to focus on international employees – how can IST become better at attracting, receiving and especially hold on to international employees.

The heads of research support the focus. Furthermore, they point out the need for English speaking administrative colleagues, particularly since much information from the university is only in Danish.

JBN agree that we lose international colleagues because they cannot be included in all functions and SDU committees, since the communication is only in Danish.

JBN, Marianne Nygaard and Bettina Gundolf from Health Promotion will meet at the end of October with the GET-team to make plans for the IST focus.

GDPR for students: IST has used the guest researcher agreement and the GDPR-online course when Master students need data. This practice is in force until further notice.

RIO has looked at the guidelines and especially on the construction of the IST model. They have made a draft for new guidelines which, however, on essential points do not address the reality of the departments. JBN will, together with Marie Kruse, Sonja Wehberg and Dorthe Almind Pedersen, meet with RIO about this draft. DGH: A clear desire for a central action from the start, e.g. that the student already at enrollment at SDU must take the GDPR online course, as they at some point in time need to work with data.

2. News from SUND

Building activities:

Esbjerg: moves to new campus on November 23-24, 2020. Everybody knows where their future office is situated in the new building. The moving process is being followed closely and seems to be well planned.

Odense: Building activities proceed largely according to plan.

3. Working environment

Election to the SDU working environment organization has taken place. At IST there was no new candidates, so the existing working environment group has been reelected. Friday, October 9, 2020 the first "SDU moves" event will be held.

4. Ph.D.-students

Scholarships: The heads of research have been asked to send a list of expected applications for scholarships in December 2020 and pipeline 2021 to JBN and LBU.

Print of theses: Until now the Ph.D. school has paid for the printing of the first 25 copies. In future, the head of research and the main supervisor must agree on the financing.

5. Comments from participants

KB: No news. The merger of Clinical Pharmacology and Environmental Medicine is still being implemented.

BN: Lately, focus has been on the merger and on the move.

DGH: Going well. Ad hoc presence. Recently, we held a social event with 50/50 physical and digital presence. Fine way to celebrate the handing-in of a Ph.D.-thesis as well as an opportunity to see colleagues.

PTA: LIDEM-consortium meeting held. Strategic seminar held a couple of months ago.

There are now two tracks at FSV: Esbjerg with physical (and at present partly online) presence and SIF with online teaching. It is going tolerably, but it is a challenge to stream from the physical teaching, as the classrooms do not always have the necessary IT-equipment.

6. AOB

It was discussed whether sexism is a problem at IST. It will be discussed further at a future executive meeting.

The possibilities were discussed for having a Ph.D.-defence with due regard to the present COVID-guidelines. JBN reports that Ph.D.-defences have primarily been held online, but that some chose a combination in which the Ph.D.-student, the supervisors and the evaluation committee have been present physically, while all others have been online. PTA informs that this solution works well.

Kind regards,

Line Bach Ulstrup
Head of Secretariat