

Summary

Subject: Executive meeting
Date and time: December 16, 2021 at 10.00-11.30
Venue: Zoom
Participants: Head of Department: Jesper Bo Nielsen (JBN)
General Practice: Jens Søndergaard (JS)
User Perspectives & Community-based Interventions:
Birgitte Nørgaard (BN)
DaCHE (Health Economics): Dorte Gyrd-Hansen (DGH)
Epidemiology, Biostat. & Biodemo.: Kaare Christensen (KC)
Clinical Pharmacology, Pharmacy & Environmental
Medicine: Kim Brøsen (KB)
Health Promotion: Pernille Tanggaard Andersen (PTA)
IST-secretariat: Line Bach Ulstrup (LBU) - notetaker
Cancellation from: CMSS: Lisa L. Froholdt (LLF)

December 16, 2021

lbulstrup@health.sdu.dk
T +4565503840

Agenda:

- 1. News from IST**

COVID: SDU encourages employees again to work from home. Offices must only be used by one person at a time. Will try to find a balance between physical and online exams for some time to come.

Finances: IST overall finances still look quite reasonable.

Department Forum: Scheduled for April 28, 2022 in Esbjerg. SDU's new rector Jens Ringsmose will participate.
- 2. News from the administration**

New HR-system (HCM): There are still challenges with the implementation. HR-employees are struggling to make the data correct and to get the employees' vacation days placed. In January, the special vacation days for the period May 2022 – April 2023 must be placed.

New chart of accounts: SDU changes to the State Chart of Accounts at the beginning of 2022, and all analysis accounts (UK 10) and projects (UK 95) will be changed. An outline of the new numbers will be sent to all units in January. If you

have questions, please contact your local finance secretary or ist-economy@health.sdu.dk

Payment of hotels abroad: After the change to the travel agency CWT in April 2021, it is no longer possible to pay hotels abroad by invoice. Employees must either pay themselves (refund through zExpense, typically refunded in 8-12 days), or the employee can get an SDU-Eurocard (please approach your Head of Research who will then contact LBU).

- 3. News from SUND** Meeting on Dec. 14. Heads of department discussed i.a. development of research strategy for NOVO: overall themes – particularly inequality in health. SUND asks for a title and 5-6 lines from the heads of research on their proposals to this theme – input should be forwarded not later than the beginning of January to JBN in preparation for a joint submission to the Faculty.
- You are requested to send applications and budgets well in advance to JBN, SUND researcher support, FSØ and if necessary, RIO.
- Overall research strategy at SUND – the work will be expanded, and they would like participation from employees at SUND, 1-2 members from each department. If possible, junior researchers. Heads of research should report back to JBN and LBU.
- Forwarding of mails: Until now, it has not been permitted to have your mails forwarded automatically to external mail addresses. A national list has now been established with approved sites including a lengthy number of external addresses. E.g., it is now allowed to have an automatic forwarding of mails to @rsyd.dk addresses. Please note that the Danish Medical Association mail system has not been found sufficiently secure to be included on the national list, which is the reason why automatically forwarding to mail addresses driven by the Danish Medical Association is still NOT allowed.

- 4. News from councils and committees** Meetings with results from Workplace Assessment and Well-Being Survey (APV) have been held, overall fine. In the coming months, we will work on the following issues: offenses, working from home, and a few physical complaints.

- 5. NytSUND** We still expect to move into the new premises in March 2023. Hopefully, the distribution between the SUND departments

will soon be in place. Then Jesper will contact the heads of research for a detailed distribution between IST units. Two guided tours have been booked for April and May 2022. The heads of research from the units in Odense will inform LBU of the names of the persons who wish to participate.

6. Comments from participants

PTA: Is going reasonable. The work on the FSV curriculum is almost finished. Strategic seminar scheduled for January 31, 2022.

KC: Proceeding satisfactorily. The large projects are going well. The new program director for the Velux foundation visited EBB on December 16.

KB: Going well at the unit. Good integration of Environmental Medicine and Clinical Pharmacology. Mette Marie H. Christensen is new head of Dept. for Clinical Biochemistry and Pharmacology, OUH, still with offices in WP19 and close cooperation with KFFM. Anton Pottegård has received a Sapere Aude grant, and Tina Kold Jensen a substantial grant from "Sygeforsikring Danmark".

DGH: The Christmas staff party has been changed into a New Year's reception. Is going well at the unit and with much focus on the social part of working life.

BN: Nothing

JS: Going well. Together with DaCHE and KFFM, we will start on a large assignment regarding PCR-diagnostics. Subunit to start in Esbjerg as per January 1, 2022, and 2 clinical professors, Niels Kristian Kjær and Jesper Lykkegaard, have been appointed.

LBU: Job advertisement for another finance secretary for the IST-secretariat.

Kind regards,

Line Bach Ulstrup
Head of Secretariat