

## Summary

<b>Subject:</b>	Executive meeting
<b>Date and time:</b>	March 30, 2023 at 10-12
<b>Place:</b>	WP9 – room 4.41
<b>Participants:</b>	Birgitte Nørgaard (BN), User Perspectives & Community-based Interventions Dorte Gyrd-Hansen (DGH), Health Economics DaCHE Jesper Bo Nielsen (JBN), Head of Department Kaare Christensen (KC), Epidemiology, Biostatistics og Biodemography Tore B. Stage (TBS), Clinical Pharmacology, Pharmacy & Environmental Medicine
<b>Cancellation from:</b>	Jens Søndergaard (JS), General Practice FEA Lisa Loloman Froholt (LLF), CMSS Pernille Tanggaard Andersen (PTA), Health Promotion
<b>Notetaker:</b>	Ngaio Ustrup

March 30, 2023

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### 1) News from IST

Gitte Toftegaard Jørgensen is new head of secretariat from May 1, 2023. She is presently employed at the Faculty of Science secretariat. Gitte has experience in HR, working environment, teaching administration, and funding. In addition, there is a financial secretary vacancy at the IST secretariat. Interviews will take place before Easter.

Secretary Susanne E. Frank at CMSS has resigned, and Mette Dahl (already at IST) will take over the tasks.

The secretariat is still under pressure and is closed the 3 days before Easter.

Please send assignments to the secretariat well ahead of time. The secretariat will aim at sending a mail of receipt, so that people know that the assignment will be taken care of.

### Finances at IST, SUND and SDU

As announced, financial adjustments at SDU, at SUND, and at IST are necessary. It is still unknown whether it is a 6%, 8% or 10% cut in the budgets for the next 3 years.

It is still uncertain whether the expenses of moving from Winsløwparken to NytSUND will be covered by SDU or by SUND.

A minor saving is expected from the administrative projects which are presently carried out together with the consulting firm CARVE.

HR has postponed all salary negotiations until after July.

2) and 3) were cancelled as independent items.

#### 4) NytsUND

IT-service has instructed that old, non-wireless computers should be replaced before the move to NytsUND.

At NytsUND, there are 3 storage rooms, of which Technical Services will get one.

In the interim period, 2 daily trips have been planned between OUH and NytsUND (transportation of samples).

Clinical Pharmacology, Pharmacy and Environmental Medicine (KFFM) will move around 3 weeks later than the rest of IST. Offices will be available if you have teaching at Campusvej before you move to NytsUND.

Lease contracts for FEA, the "Specialeuddannelsen", and the OUH employees at KFFM have been finalized. A solution has also been found for the EBB employees working at OUH.

A small video with Ole Skøtt at NytsUND can be seen here:

[https://sdunet.dk/da/enheder/fakulteter/sundhedsvidenskab/sdu\\_nyt\\_sund/nyheder/seneste\\_nyt/brug-af-bygningen](https://sdunet.dk/da/enheder/fakulteter/sundhedsvidenskab/sdu_nyt_sund/nyheder/seneste_nyt/brug-af-bygningen)

#### 5) Comments from participants

TBS: Kim Brøsen's employment will change to 10%. A symposium and a reception will be held for him on September 15, 2023. [Programme here](#).

A Ph.d.-student has given notice half a year before turning in the PhD-thesis. A professor and a postdoc position are vacant at KFFM.

KC: The distribution of offices at NytsUND has fallen into place.

DGH: The distribution of offices at DaCHE is also ready.

BN: The unit has vacant positions. A workshop together with the unit's User Council has just been held.

Kind regards,

**Ngaio Ustrup**

Administrative secretary