

Minutes of meeting

Subject: Executive meeting
Date and time: 15 December 2025, 12:30 – 14:30
Location: OD SUN M-2.13, Solsikken
Participants: Pernille Tanggaard Andersen (PTA), Head of Department
Tore B. Stage (TBS), Clinical Pharmacology, Pharmacy and
Environmental Medicine
Lisa Loloma Froholdt (LLF), Maritime Health and Technology
Charlotte Overgaard (CO), Health Promotion
Kaare Christensen KC, Epidemiology, Biostatistics and
Biodemography
Birgitte Nørgaard (BN), User Perspectives and Community-
based Interventions

Institut for
Sundhedstjenesteforskning

Apologies from: Jens Søndergaard (JS), General Practice
Dorte Gyrd-Hansen (DGH), Health Economics, DaCHE

Minutes taken by: Christina Therese Brøkker-Knudsen

Agenda

1. 12.30 - 12.35

Welcome, presentation of the agenda and approval of the minutes

2. 12.35 - 12.45

Salary negotiations - we briefly go through the process and any questions by PTA

3. 12.45 - 13.00

Use of templates in connection with Strategy work by Martin Karstoft, Working
Environment & Development, SDU HR (see appendices 1-4)

4. 13.00 - 13.30

Orientation by PTA

- Department forum
- Recruitment workshop (see appendix 5)
- Minutes from Head of Department meeting
- Attention to senior schemes at performance and development review
- The researcher portal

5. 13.30 - 14.00

Mutual orientation - round table

Item 1

The agenda and minutes are approved

Item 2

PTA reviews the salary negotiations process. Salary negotiations 2026 will open on 10 January. The system can be used from 10 January 2026

We evaluate the process after the 2026 salary negotiation round.

Item 3

MK presents the next step in the strategy work. MK enters the work with the individual units, for those who are interested, as a sparring partner. The strategy for each unit is an internal document for the units' management.

Renata Mellupe (research support) attends the meeting and notes that she can be involved in the work with the funding strategy.

Profiling the units is part of the work.

KFFM has a management day with strategy work on the agenda planned on 6 January, where MK has been invited.

Item 4

PTA informs:

- Registration is still open for the department forum - it is a good programme with research presentations
- ECR meeting on 15 January
- Recruitment workshop - we are planning a workshop with the GET group in the spring. We will send to heads of department who can point out relevant employees to participate
- Announcement for new dean at SUND is official and public
- The researcher portal - a new system is coming, and we are therefore waiting for the system to be tested before it is taken into use at IST

CO: the run-up to the Christmas holidays is busy. Gabriele Berg-Beckhoff will take up her professorship on Wednesday 17 January at Health Promotion in Esbjerg. The work continues around planning the unit's 75 ECTS programme.

TBS: was a judge at the PhD Cup. It's a good event. It would be good to have someone from IST in the future

KC: Grants have been finalized. There are several specific tasks to be solved in this connection. It gives a good team feeling in the unit. KC has been asked to chair the DFF grants committee. Also sits on the committee for the Health Fund.

LLF: projects are going well and new applications for 2026 are underway. There have been good evaluations of teaching on the last major diversity survey, which the company would like to do again in two years. Maritime business master's programme with intake from 2027

BN: In the Academic Council, a letter has been prepared regarding the new model with a 20% project fee. Thomas Buchwald Vind has been in the Academic Council to discuss this. The unit has started working in its strategy.

Best regards,

Christina Brøkker-Knudsen, Senior Consultant, IST, *This text has been machine translated*