Institut for
Sundhedstjenesteforskning

Minutes of meeting

Subject:	Department Council meeting
Date and time:	October 5th 2026, 10.00 - 12.00
Location:	OD SUN M-2.22
[3] **Participants:**	Pernille Tanggaard Andersen (PTA), Head of Department, Chair Elisabeth Assing Hvidt (EAH), Associate Professor, vice Chair Birgitte Nørgaard (BN), Head of Research, Professor Ulrich Halekoh (BN), Associate Professor Jacob von Bornemann Hjelmborg (JBH), Professor Trine Kjær (TK), Professor Helle Hansen Søht (HHS), Coordinator Jan Beyer (JB), Technician
Appologies from:	Ngaio Ustrup (NU), Web and Communication
Minutes taken by:	Christina Therese Brøkker-Knudsen

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Agenda:

1. Welcome and approval of the agenda
2. Working hours Agreement
3. New budget model
4. Budgetmeeting
5. Completed election for the Health and Safety Representative for the period 01.01.27 – 31.12.29
6. News from the administrative-group
7. New from the academic-group
8. Extra topics

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Item 1
No comment.

Item 2
PTA begins by briefly going over the history of the creation of the working hours agreement. The mandate now is that the agreement isn't relevant if the institute's employees can't see themselves in it. There is a meeting in the calendar where the agreement needs to be worked on with the aim of seeing if the agreement can be written in such a way that it can include the institute's employees. TK suggests that we revisit the reason why the agreement needs to exist in the first place.
There have been a lot of discussions on the units and several of the employees have been heavily affected. EAH mentions that it's important that we learn from the course of the case. The council criticizes the process of the becoming of the agreement.
HHS suggests setting up a TRIO committee at IST with managers, union reps and health and safety reps.
Jf.
https://www.godtarbejdsmiljo.dk/arbejdsmiljoearbejdet/arbejdsmiljoeorganisationen/trio-samarbejdet

Item 3
PTA begins with a description of the background for the new budget model. The reason is that SDU is expanding with new construction. It is a recurring expense due to the ongoing cost of rent and therefore also a permanent budget model. The model is thus that the institute, going forward, will keep 15% for Rector as a project fee. In addition, 2% of the total STÅ revenue is taken, which is withheld centrally. The budget model itself doesn't affect the individual projects, since it's at Department level that expenses are covered. In the long run, it will affect the Department's regular finances.
It has been decided that the OH model at IST will continue as before.

The council recommends that research support helps young career researchers with applications.

Item 4
PTA informs that a budget meeting has been held with the Dean's Office. The Department has managed to reach the goal of reducing expenses this year to such an extent that we expect a small positive result.

Item 5
Elections have been held for the HSR for the next period, and each unit now has a Health and Safety Representative. JB criticizes the process around the election for the Health and Safety Representative, where there was no presentation of the candidates

during the contested election. Going forward, there should be a presentation of the nominated candidates in a contested election. CBK takes note of it and brings the feedback back to SDU HR, which is responsible for all processes and templates for emails related to the election.

Item 6
For information, the staff is understaffed until the end of the year due to a leave.

Item 7
JBH mentions that the unit teaches PhD students about AI and how to understand AI answers in research contexts.
BN mentions that as a supervisor, you need to be aware of what advice you give regarding the use of AI in assignments and exams. And mentions in that context that the Central Unit “Educational Law” takes over if an inappropriate use of AI is discovered.
TK mentions that there is a lack of PhD students in the PhD committee and urges that the message be spread.

Ad 8
It is discussed under other businesses how an extended license for Copilot should be launched at the Department. It has been decided at SDU that we use Copilot, as it is approved for use with personal data. The council is discussing how Copilot is used in an appropriate way and supports launching the extended license to all employees at the Department. JBH raises the issue that AI is very climate-intensive.

Title	Godkendtbrug	Beskrivelse	Tags-funktionalitet	Opmærksomhedspunkter ved b
Copilot 365 (Chat)	Godkendt til brug med personoplysninger	Copilot 365 (chat) er en sikker AI-chat i Microsoft 365, der hjælper medarbejdere med at forstå, skrive, opsummere og løse arbejdsopgaver hurtigere.	AI-værktøj,AI-assistent	Der skal logges ind med SDU-kor for at sikre der ikke træne spå inputdata.
Total				

CBK asks what kind of information is needed regarding the launch of CoPilot Premium. The council agrees that it would be good to have an AI code, like 10 good rules for using AI.

Best regards
Christina Brøkker-Knudsen
Senior Consultant, IST