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Final*

Department of Computer Science
Selma Lagerlöfs Vej 300
9220 Aalborg Øst

Case Officer:
Diana Plejdrup Frank [Name 2]
Telephone: 99407228
Email: dpf@cs.aau.dk

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Minutes of meeting in Committee for Cooperation and Working Environment (SAMU) on May 12, 2021

Participants: Working environment committee representatives: Ulla Øland, Jiri Srba and management representative: Rene Rydhof Hansen. Employee representatives: Lene Even, Lene Horn, Florian Lorber, Lefteris Papachristos. Management representatives: Jesper Kjeldskov, Helle Westmark. Minute taker: Diana Plejdrup Frank (DPF). Other participants. Helle Schroll (HeS)

Item 1. Welcome to new members and intro to SAMU

Welcome to the new members: Lene Horn, Lefteris Papachristos, Florian Lorber (new deputy chairman). Short intro to the new members what SAMU is all about was given. The basic course for new SAMU members can be seen [here](#). Meetings are held in English from now on.

Item 2. Economy

Appendix: See appendix from Helle Schroll

Status on department economy.

- Result of the first trimester 2021: Total deviation on 268.000. In terms of the first part of the income we have received from TECH we are on track.
- Rebuilding – how is it financed: Total cost of 5.1 million. Divided in department lab, offices for study administration and seminar rooms. We have removed four strategic positions in budget 4 PhD's and 2 professors. Also adjustments to the strategic means from the Dean was made. Already in budget were the capital investment and operating expenses.
- Expected result for 2021 compared to new budget: Income: 1.9 million more than expected due to the Deans "omstillingspulje". External funding: 2.5 million more than expected due to Industry Fund Project and Villum KH. New project from KGL is not included in this. Operating expenses: Increased with 706.000 due to rebuilding. Scientific staff cost is 4.3 million lower due to removal of strategic efforts and more free purchase of permanent staff. Rent is the same. Result is dean decided a surplus of 729.000: Due to adjustment percentage on government salaries. We need to give the surplus back to the Dean.
- Copenhagen and study board: Economy looks fine now. Result will be presented at next meeting.

Comments:

- The rebuilding process of lab and study administration will happen in autumn is now in project phase. We expect it to be finished at the end of year.

- The earlier mentioned means on “strategic efforts” were in the budget based on the assumption on the appointment of some strategic areas, that we were not ready to initiate activities within. At this point we need the money for other purposes. Savings are not allowed for departments. The money will go to university savings. Generally we are in good shape so far.

Item 3. Information from committee members

Fixed item on the agenda where SAMU members give inform about news, if any:

- *HW*: Spending time on hirings for administrative staff. Several is going on maternity leave. Hiring of staff in Copenhagen. Luk Nord has resigned her position in Economy, where we are hiring temp. MUS coming up. Working environment/stress project discussion in May.
- *JSr*: Working environment group: Initiating work on the stress project again. JSr suggest a working environment representative from Copenhagen to address the physical environment there.
- *UØ*: APV coming up. Webpage for working environment.
- *DPF*: New quality assurance system is being implemented across at AAU. Danish courses: Going on this semester and expect the beginner’s class to continue after this.
- *Lene*: Corona tiredness. Implementing corona guidelines to the study area is challenging and ongoing task for all in study team.
- *Lene Horn*: EU funding: Full presentation by Morten Møller. Good representation from CS. Willum young investigator programme. Cross disciplinary peer review. Contact with other departments (BIO). Green transition call CS is applying together with professor from DTU.
- *Florian*: Impressions is that Corona tiredness is spreading among employees – some are also worried about getting back. So it is mixed feelings.

Item 4. Corona restrictions

Fixed item on the agenda as long as we are under corona-restrictions.

We just received information about the further returning of students who are now allowed on campus up to 50%. Supervision on campus is also allowed. This only applies for groups who have been granted access beforehand/already. UK has just sent out message to staff on this.

Generally we do not expect to be back yet. We have to be patient. Feeling is that it has taken its toll on staff. JK is receiving dispensations about specific activities that cannot wait.

Study group and UK is working hard constantly on getting the best out of the situation.

Item 5. Establishment in Copenhagen

Fixed item on the agenda, as agreed at the SAMU meeting in March 2020 to ensure ongoing information / discussion about the establishment of the software educations in Copenhagen, as it has an impact on working and staff conditions.

We are in the process of hiring and we are finding place for staff there. We have taken over the space BIO had at A.C. Meyersvænge. JK presented the plan for placement of the staff which will happen gradually. We are

also discussing with CAS how to find student space, as we are lacking space for students. Seminar rooms might be replaced for student rooms. The hirings there look promising as well.

Item 6. Cassiopeia rebuilding

Fixed item on the agenda as long as Cassiopeia is being rebuilt, as it is important for working and staff conditions.

ITS stays in Cassiopeia until 2022. We are pressed for workspace. JK presented pictures from rebuilding. He expect it will be ready this year. Seminar rooms will be ready for September.

Comments

- Has there been talk on using less physical space on offices based on the experiences from home office work during corona? Quiet space at home is good but our principle at CS is that employees should have office space. The good and social working environment is hard to uphold from home.
- How do we teach courses in future? This will not be messed with for now even though it has been decided for the First Study year to do some of the lectures online and have less big auditoriums as part of moving the students to Aalborg Øst from Strandvejen. This decision is based on good experience with the online format. However this decision might send different signals to the departments.

Item 7. Research evaluation follow-up

Any points from the research evaluation that are relevant for the SAMU committee to discuss (relating to staff/and working conditions)?

The research groups are awaiting the final report. Follow up will be done after this both in the professor group and research groups. We will also work further with the strategy e.g. be more agile/make smaller units and adjust specialization courses.

Comments

- As for the including junior staff in decision making this might not be attractive to everyone. If so it requires a balance. JK believes it may be good preparation for the further career path. Discussion will be taken in this forum when we have the slides from the panel and final report.
- Strategy and the part about work place also needs further work as we are growing.

Follow-up:

We will follow up on the research evaluation on the SAMU meeting in September.

Item 8. Status on vacant positions

The department's vacant positions etc. are discussed as agreed on SAMU meeting in May 2020.

Scientific staff: 122 applicants for the vacant positions. Working hard on this and we expect to be ready with candidates before end of next week.

Technical administrative staff: Two maternity leaves in Communications team and one in Economy team. We are in the process of hiring temps. Secretary for administration in Copenhagen for 3rd semester and up. Luk Nord has resigned a temp is hired. Tina Struntze Bang has started as HR-administrative staff to support HW.

Lab technician: Per Printz hired. We are reconsidering further positions and re-advertise later. We do not have a lab facilities yet and we are not in the building.

Comments

- Lab technician: JSr suggest to have a “digital twin”.

Item 9. Psychological and the working environment

Fixed item on the agenda as The Working Environment Committee is an integrated part of SAMU. It deals with the mental and physical work environment that are important to employees.

APV: The yearly working environment analysis is on its way. Plans will be made on the next working environment committee meeting.

Item 10. Environmental consideration

Fixed item on the agenda as The Working Environment Committee is an integrated part of SAMU. It deals with points about environmental considerations that are important to employees.

Trash sorting will happen after summer and the sorting of trash in the kitchen area.

Item 11. AOB

- The new CS Hours system is just on its way. Latest information about hours is available on the intra-net.cs.aau.dk. JSR expects MUS to be run in august. Would be good if new system is available there.
- JK is working in management group on ways to spread out money on more hands via e.g. initiatives for professors and authors based on BFI etc. Aim is also to set free hours in bank book to initiate other activities.
 - SAMU discussed rewards based on BFI that it might send the wrong signals to the importance of prioritizing good teaching efforts. JK: Good point and it is already in there in some way.
 - LH asked if this will take into account the nature of the specific research groups e.g. HCC operating with more “messy (human centered) data”. JK expects that no groups will be disadvantaged - it will be come as a whole package.
 - JSr agree that it might to a certain point be about nature of groups but it might also be dependent on the individual and therefore we should refine metrics. JK believes it is possible to make a fair system. Qualitative evaluation in teaching will be considered. However money should not be the only way to change culture but good with signaling that teaching is important and equally balanced.

Item 12. Evaluation of the meeting

Good meeting and as expected by the new members. New members are free to come up with new items for the agenda either by contacting Florian (if it is bigger) or under AOB. As employee representative you can bring up items you hear from staff and needs to be addressed in this forum.