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Final*

**Aalborg University**  
PO Box 159  
9100 Aalborg

**Case Officer:**  
Diana Plejdrup Frank  
Telephone: 99407228  
Email: dpf@cs.aau.dk

Date: 01-03-2021  
Case No.: [Case No.]

## Minutes of Department Council Meeting on March 1, 2023

**Participants:** Dalin Zhang, John Stouby Persson, Jiri Srba, Tim Meritt, Giovanni Bacci, Gabriela Montoya, Helle Schroll, Frederik Møller, Lone Vriborg. Students: Leon Groth, Nikolaj Rossander Kristensen, Oliver Viller Nielsen. Johannes Bjerva (observer CPH). Minute taker: Diana Plejdrup Frank. Not present: Peter Dolog (sabbatical).

### Item 1. Welcome to new student members

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All members introduced themselves. We have two new students: Leon Groth (Interaction Design 4<sup>th</sup> semester), Oliver Viller Nielsen (Computer Science 2<sup>nd</sup> semester). Nikolaj Rossander Kristensen (Computer Science 6<sup>th</sup> semester) was reelected.

Observer from Campus Copenhagen is Johannes Bjerva.

The department council is advisory to the department management and is part of AAU's governance structure. We have representation of students, technical and administrative staff, and scientific staff.

### Item 2. Approval of the agenda

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The agenda was approved.

### Item 3. Department economy

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Appendix: See presentation reg. financial statement 2022 and flow diagram.

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The financial statement of 2022 was presented by Helle Schroll and Peter Axel Nielsen.

The income of the faculty: We have 528.000 DKK more than expected partly due to phasing of expenditure concerning it-vest and STEM (educations). External funding: We have 3 million less in turnover due to postponement of positions.

Operating expenses: We have spent 2.1 million more than expected on travel due to a huge bunch of travel reimbursements that came in late December.

Scientific staff: Postponement of positions and free purchase for 1.8 million.

Technical administrative staff: We have spent 428.000 less than expected.

Result 2022: The promised result was -4.8 million but turned into -6.5 million. We ended up with a deficit of 1.7 million. The fluctuation derives from the very late reimbursements of travel costs.

As for the project turnover it is important that we hire positions when planned.

The Department will tighten the travel area in future – there is to high number of travel expenses that comes in to late. Basically, you have 10 days to turn in your travel reimbursements. It is extremely difficult to manage economy if this is not overheld.

The flow diagram shown on the recent department seminar was shown again – this time with the actual numbers from the financial statement in 2022.

#### Comments

- The council had several questions to further understand the financial statement of 2022. The questions were answered to the satisfaction of the council.

#### **Item 4. Teaching norms**

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Appendix: See slides attached.

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Background is that the Dean has requested that we look into our teaching norms. In the past we have accumulated 4-5.000 hours each semester, which is not sustainable. We will be reduced in STÅ income in future.

We need to teach less to make room for other kinds of work. A workload balancing system and a simplification of hours would be good.

There is a discussion in management group currently. When we settle on the new norms it will be discussed in the department's Working Environment Committee (SAMU).

Administration tasks will also be looked at (e.g., member of study board, semester coordination). Good with transparency. Implementation, i.e., how to change needs to be planned in due time. The question is how we want to teach without losing quality in our educations.

#### Comments

- Suggestion to cut administrative tasks (semester coordination). We should be careful to do so during the semester start in terms of retention of students.
- Jiri Srba did some calculations that indicate we miss 9-18% capacity and a 30% reduction with TECH norms. The fact is we cannot hire more staff, so we need to look at the level of our capacity and what is the reasonable reduction. Jiri gave some examples of the choices you might have to do when norms are changed. Basically, we need to look at how we distribute tasks between each other. As a teacher it is important to know how many hours you should use on the students as this gives an overview of how a teacher can plan the time with the students.
- We do not expect to remove student TA's. It matters how many hours we assign to the model.
- The final management discussion concludes within a week. There will be an extraordinary SAMU meeting shortly after.
- There was a question concerning courses on educations with few students. They may run as work-shops.
- There was general recognition that the teaching norms are lowered.

#### **Follow-up:**

Implementation of teaching norms will be discussed again in the Department Council.

## **Item 5. Funding**

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Appendix: See slides attached.

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There is a tendency to a 50/50 division between internal and external funding at Danish Universities. This is also a realistic goal for the Department of Computer Science, and we have a larger potential due to the digitalization landscape.

How can we increase our external funding? E.g., via making room for application work and for performing on projects. We should improve the quality of applications; we are doing good but can do better.

We need to find ways on how to cover the contributions upwards.

The goal is 50/50 by 2027.

A draft from fundraiser about funding bodies will soon be sent out.

## **Item 6. Staffing**

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Appendix: See slides

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4 new positions as assistant professors are part of budget 2023. Assessment closing in March and hiring by end of May and ready for August 1.

New positions in Aalborg: Readjustment of the budget allows the openings of 4 positions announced this week.

Administrative staff: 1 employee has resigned in HR, therefore we have one open position.

## **Item 7. AOB**

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None.