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Final*

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## Minutes of SAMU meeting on September 25, 2023

**Participants:** Working environment committee representatives: Ulla Øland, Jiri Srba. Employee representatives: Lene Even, Henning Pohl, Andres Masegosa. Management representatives: Peter Axel Nielsen, Helle Westmark. Rene Rydhof Hansen. Minute taker: Diana Plejdrup Frank.

Not present: Nina Hermansen.

### **Item 1. Welcome to new member & deputy chairman**

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Welcome to Henning Pohl as new member of the SAMU committee and congratulations to Ulla Øland who is new deputy chairman.

The purpose of the SAMU meetings was shortly introduced, matters pertaining to the workplace (economy, working environment, workplace strategy, staffing etc.) are discussed and the committee works according to the guidelines in the general [Cooperation Agreement](#) that applies for all governmental companies and institutions.

### **Item 2. Department Economy**

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Appendix: See presentation about economy status.

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#### Result of the second trimester

Income: A deviation of 1.6 million. STÅ income (student production) has increased slightly with 774.000. In general STÅ is more accurate than it was earlier. External funding: The deviation of -1.2 million is due to postponements on positions in projects. Operating expenses: We have spent less on equipment than expected, travel cost corresponds to the budget. Salaries on both scientific and TAP staff: There are no substantial deviations. Rent: Slightly less than in budget and primary savings are in Copenhagen.

Result: We are 2.6 million behind budget. However, no need to worry as it will be evened out as we receive income from TECH in 12 equal parts.

#### Budget estimate 2023

Income: A deviation of 1.9 million. Mainly due to the recalculation of STÅ (925.000). External income: We are 2.1 million behind budget due to postponement of positions on projects. Operating expenses: We have used 600.000 more than expected. Scientific staff and TAP: No major deviations mainly due to more free purchase. Rent is going down a bit: - 802.000, primarily due to savings in Copenhagen of 537.000 and 200.000 moving out of SLV312 NOVI 9. We expect a total savings next year on 2.6 million on NOVI9.

Result 2023: Deficit of 3.5 million. We maintain the revised performance target for 2023 of minus - 3.5 million DKK. Uncertainties are incorporated in the result.

As for the final budget 2024 it will be finished in mid-November, where we know more.

### **Item 3. News from SAMU members**

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UØ/Jiri attended AAU conference on the working environment hosted by University Director concerning involvement processes in relation to the recent SSH organisational change.

Communications office at the Department of Computer Science is centralised from October 1 2023. Jens Erik Pedersen is leaving. Stig Andersen stopped end of August. Lars Vinther Schmidt is now working as study environment consultant. Nina Hermansen is moved the new AAU Communications organisation. We are working on gathering information to communicate to our research groups and administration. TECH have been given a single point of contact. As for employability items taken care of by Jens Erik we will appoint career VIP's to handle this in future.

### **Item 4. Building**

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NOVI9 and moving out of building. Not much to add. The Dean has taken the decision after hearing SAMU etc. Input conveyed to him is part of the decision. We are promising each other involvement by both staff and students.

As for the big move in 2027, the overall ideas/structure of the new Department of Computer Science must be in place by March 2024. Which means we will have a rough idea in order to begin working on the building. The steering committee includes the Director of Campus Service, the Dean and the Head of Departments og ES and CS. There will be architects and consultants involved in redesigning the buildings and it will include requirements/input to meeting rooms, offices, common and student spaces. Maybe some workshop sessions etc. organised or facilitated by architects will be arranged. As for the students - none of our current students will be here in 2027. Nevertheless, it will be good to hear their points and maybe via involvement of student organisations.

### **Item 5. Department hirings**

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Department hirings status is now that Copenhagen positions was closed last time we met. Things have developed since then. Some are coming in mid semester and solutions have been found – gluing things together.

As for the Aalborg positions we have hired 3 associate professors and 6 assistant professors. In Aalborg we are looking to replace those who has left us. In Copenhagen we are expanding.

Communication of hirings was discussed. Suggestion to send information about the result of the posted hirings twice a year. HR compiles the list and PAN will send an email to staff about. There was a discussion of whether or not hirings should be in future newsletters. Nevertheless, staff are interested in getting this kind of info and will not complain about an email from Head of Department about this twice a year. Conclusion: It will be considered.



## Item 6. Psychological and physical work environment

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The survey concerning the evaluation of the working environment was discussed. 68% of the staff has answered the questionnaire.

- Overall looks good on the first 4 questions about the physical work environment, work life balance, inclusiveness, a working environment inviting to participate in administrative/management tasks with an average score 6,6 – 7,8 out 10.
- Stress evaluation: Overall okay, some has answered yes to stress symptoms regularly and some few responses in extreme situations.
- Offensive og abusive behavior: Very few incidents.
- Physical working environment:
  - Noise disturbances: Noise from colleagues that are more loud than necessary. Poor isolation in some newly split offices, noise from colleagues in kitchen, clusters. Intervention is talking to people, maybe involve coordinators to bring it up on group meetings, use of headphones when relevant.
  - Lack of large lecture rooms: No obvious solution other than have exercises after 16:15. Maybe better with no exercises in group rooms, other teachers prefer this – so it is up to the pedagogical approach.
  - It was mentioned that the involvement of teachers in feedback for future lecture rooms at FB7 is important. We have some experiences and can report this back. There is also input in the survey that current building is not that inviting for meeting across groupings – this might be considered in future.
- Challenges for T-TAP: In general, most satisfied group (average score of 8.9). Very good work-life balance (8.9). Lowest score (6.5) on career opportunities.
- Challenges for A-TAP: Mainly positive answers for most of questions, lowest score on career opportunities.
- Challenges for phd: Low administration involvement (6.6) and less satisfactory work-life balance (6.9) with a few negative extremes.
- Challenges for post docs: Low administration involvement (5.7) and inclusion is the next problem (6.6)
- VIP nontenure: Main issue is career opportunities (5.6) and low administration/decision involvement (5.8).
- VIP tenure: Main issue is work/life balance (5.9), in general quite low scores except for physical work environment (7.7), in particular low score on inclusion.
- VIP Aalborg versus Copenhagen: Copenhagen: Work-life Balance is positive (7.3) but low on score on inclusion (6.3). Comments about independence on how the group is run in Copenhagen. Maybe more interaction between research groups in Aalborg like in Copenhagen. ES have organized this in different ways with sections.

### Some proposed actions:

- Stress coaching for all PhD's preferably no more than 6 months after starting. In survey there is comment about the onboarding process for PhD's seems stressful. This was discussed e.g., frequency of

meetings with supervisor etc. However, be careful with more activities but instead more things for support and improving conditions.

- Discuss language policy at the department: What is customary in the research groups - we need to change things gradually.

#### Conclusions

- The working environment committee (AMG) will meet one more time to discuss the result of the survey further.
- The joint SAMU meeting with the Department Council will be separated to discuss the items we did not discuss today.
- Diversity TECH: Two activities must be chosen to work further with. Deadline is October 25, 2023. Language policy and search committees (via "It's a bird" – a company that runs a living lab on behalf of Willum Foundation). Diana Frank and Peter Axel Nielsen will see to it is reported to TECH.

#### **Item 7. Environmental considerations**

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Fixed item. Is related to environmental issues.

There were no items.

#### **Item 8. AOB**

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Any other items further items.

It was noted by Jiri Srba that the 5 special holidays were not listed in the notification email sent out to staff in September as agreed on SAMU meeting in May. The purpose was to create a better overview of all holidays even though the special holidays are notified separately in January. Diana P. Frank will forward the remark to CS-HR.