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Aalborg University
PO Box 159
9100 Aalborg

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

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Minutes of Department Council Meeting on February 28, 2024

Participants: Peter Axel Nielsen, Jiri Srba, Giovanni Bacci, Daniele D'ell Aglio, Tianyi Li, Johannes Bjerva, Tim Merritt, Helle Schroll, Lars Vinther Schmidt, Lone Vriborg. Students: Kresten Laust Faaborg Sckerl, Oliver Viller Nielsen, Leon Groth. Minute taker: Diana Plejdrup Frank.

Item 1. Welcome to the new members

Welcome to new and re-elected members:

- New members: Kresten Laust Faaborg Sckerl, Lars Dalsgaard Vinther Schmidt, Tianyi Li, Daniele D'ell Aglio, Johannes Bjerva (former observer CPH, now full member)
- Reelected members: Oliver Viller Nielsen, Leon Groth, Helle Schroll, Lone Vriborg, Jiri Srba, Giovanni Bacci, Tim Merritt

The task of the department council is to discuss and advise the department management on issues related to the department's research, education, knowledge dissemination and possibly public sector services. The department council advises the head of department on issues presented by the head; furthermore, the council may comment on issues of significance to department activities, which the council considers to be relevant.

Item 2. Approval of the agenda

The agenda was approved with minor change: Status on hirings for technical and administrative staff is added to item 4.

Item 3. Department economy, accounting 2023

Appendix: See presentation with status on accounting for 2023.

The financial statement 2023 compared to anchor budget 2023

- Income from the Faculty: Minor deviation on 1.2 million based on recalculation of student production (STÅ) and some minor deviation on part-time education. Surplus of 1.2 million.
- External funding: Lack of turnover (762.000) due to postponement of positions. Overhead (622.000) is above budget due to late started projects (CEDAR).

- Operating expenses: Spent 631.000 more on travel and equipment (including travel to Copenhagen).
- Scientific staff: A deviation on 2.9 million in surplus due to postponement of positions (leaves of permanent employees).
- Free purchase VIP: A deviation of 2.1 million.
- Technical Administrative Staff: No major deviations.
- Rent: Savings on 1.028 primarily due to moving out of NOVI9 and an unexpected rent regulation of 428.000.
- Result: Our promised result of a deficit of 3.5 million resulted in a deficit of 849.000. So, we have spent 2.7 million less than we were supposed due to project delays, savings on rent and an unexpected rent regulation and overhead income.

It has been discussed in the management group what we can do to anticipate this better. In addition, we try to plan the spending of money better. Budgeting of STÅ is based on one year only as we are working under common conditions which is how the Ministry do accounting. We cannot transfer money between budget years, but we can move money around between accounts, but this requires that we get information in due time to be able to make the changes in our floating budget.

Rent 2023

Saving of approx. one million basically due to less rent for Copenhagen and moving out of FB7A in Aalborg.

Contributions 2023

FF contributions to central departments: 27 million.

FU common university functions: Claudia, Licenses: 19 million.

FAC: Dean secretariat, Doctoral school: 12 million.

Contribution rates 2023 are on 29,1 %.

Future economy

To achieve accounting closer to the budget we have insisted on timely registration to avoid large fluctuations, and we are home on that. We also focus on updating the floating budget to get more accurate accounts and being more accurate on budgeting positions in 2024.

Budget model (graph)

The graph model was presented with the updated 2024 figures to show the flow of money. Basically, 80% of the budget is governed by teaching.

Comments

- Student production (STÅ) and the link between the quality of teaching was discussed, which is highly influenced by norms. Currently there is work on the software curriculum with suggestion for shorter projects and more electives that gives variation for the students and it is good for the economy. Can we maybe use more external lecturers for teaching. To some extent we can but we must consider how to deliver research based teaching.

Item 4. News at the department

Esbjerg: Plan is to open a software bachelor's education in 2025. Education Esbjerg is covering the expenses according to the negotiations with the Dean. We have to apply for the education at the Ministry before September 13.

New EU law that requires time registration for all staff as July 1, 2024. Currently the Rector is talking with Ministry about implementation and more info will follow.

Item 5. Status on buildings

Aalborg Campus East

We will move to FB7 7C and D and FB5 in 2027. FB5 is just refurbished, and therefore the cost is lower than for 7E which was original plan. We need a bridge to connect the buildings. We will know soon if it can be approved by Municipality. Working group is Rene Rydhof Hansen, Ulla Øland and Peter Axel Nielsen. We are planning a meeting with students to involve them in the process and for staff as well.

Both floors will be used in all three buildings. Offices are 18 and 12 square meter offices. We still have three years in this building, so we still make minor improvements including the order of new signs outside seminar rooms.

Estimate is that there will be group rooms for all students that wish a room. The group rooms are 18 square meters for 6-7 group room which is standard university group room size.

Big issue is still if we will get a bridge and we hope this will happen.

What about auditorium and seminar rooms? There will be two auditoria. The seminar rooms are close to canteen and the canteen area will be moved. Our requirement is 4 seminar rooms and the same for ES. A meeting with ES how to share seminar rooms is scheduled next week.

Copenhagen Campus

Plan is being developed. Major changes due to some educations expanding. In 2027 we will be largest Faculty in campus Copenhagen. Different scenarios for being located are being discussed primarily in terms of student spaces. Ulla Øland is on the planning committee as Johannes Bjerva is on leave.

Item 6. Hirings of staff

Technical administrative staff

There has been two resignations in the Economy team as of March 1. This is leaving a gap and we have now hired three people who will start April 1. There will be a training period in cooperation with the current eco team and onboarding in collaboration with other departments and the central accounting office will also help.

Scientific staff

Full professors: There are 29 applicants with shortlisting of 14. Hiring committee chaired by the Dean.

Associate professors: There are 28 applicants and we have just begun short listing. Evaluation committee and hiring committee are in late May. Offers will be out first week of June. But often it will be later.

Assistant professors: Assessment committee has just been approved. We have speeded up shortlisting process. There are 85 applicants, and we are figuring out if some are not qualified.

Discussion

- As for the number of hirings. We expect 4 positions in Copenhagen and 4 associate or assistant professors in Aalborg but this might go up depending on people going on leave etc.
- The division of positions in the research groups are discussed in the management group based on different criteria. We aim at a better overview before the process in the hiring committees.
- There was suggestion to make some policies for staff on leave seen in relation to teaching capacity issues. It can be discussed and there might be different criteria for this.

Item 7. AOB

You are welcome to send suggestions for agenda items for future meetings to Diana.