

Summary of Extraordinary Meeting in the Committee for Cooperation and the Working Environment (SAMU) and the Department Council 2013-03b

Date: Wednesday October 30, 2013, 12.30-14.00

Location: SL300 rum 0.2.13

Agenda:

1. Approval of agenda
2. Budget 2014 has shown more problematic than foreseen. KGO will present current status and ask for input from the department council and SAMU. This is an extraordinary meeting in order to discuss the situation and possible initiatives. Within a short time span, we have the possibility to renounce some of our premises. Furthermore, we will address the fact that we act differently than other departments concerning the question of external reassignment of time (frikøb) for VIPs.
3. Other business

Participants:

SAMU: Safety committee: Ulla Øland, Jiri Srba and management's representative Rene Rydhof Hansen
B-site: Henriette Frahm, Lene Even, Hans Hüttel, Christian Thomsen
A-site: Kristian G. Olesen, Helle Westmark
Secretary: Mette Kaufmann Andersen

Dept. council: Lasse Rørbæk Nielsen (STUD), Christian Sand Pilgaard (STUD), Johan Sørensen (STUD), Mette Kaufmann Andersen (TAP), Henriette Frahm (TAP), Helle Schroll (TAP), Peter Dolog (VIP), Kurt Nørmark (VIP), Jesper Kjeldskov (VIP), Benjamin Krogh (VIP), Jiri Srba (VIP), Mads Chr. Olesen (VIP), Kristian G. Olesen (Head of Department)
Secretary: Helle Westmark

Absent: Hans Hüttel

Absent without apology: Lasse Rørbæk Nielsen (STUD), Christian Sand Pilgaard (STUD)

Referat:

1. Approval of agenda

Due to tight schedule, the extraordinary meeting is held for both the Committee for Cooperation and the Working Environment (SAMU) and the Department Council in order to address the challenges relating to budget 2014. The revenue frame was sent to the department September 20, and by October 11, we had to deliver our budget for 2014. Thus, budget 2014 was the only item at a meeting ultimo October. The budget was not approved, and the department is asked to revise the budget.

2. Budget 2014

KGO presented the current economic situation in order to make it clear for all which possibilities we have at our range to meet the Faculty's demands of a balanced budget.

It seems that we will have a balance in 2015, partly due to increasing income, but also, partly due to expiration of short term positions.

Rektor has another vision for the institution as a whole: In 2012, we had a deficit at 6% of the total revenue. This deficit is decreased to 3% in 2013 and 0% in 2014. Henceforward, the institutions' collective economy is in balance.

Question: Does 2013 end with the authorized deficit at 4.5 million?

Answer: We may end up with a few hundred thousand more

Changes for budget 2014:

- Reduction of research based teaching from 45 – > 40%
- Rent increase
- Rent increase due to change from net to gross area (we have deal with the dean for 3 mio kr/year, tied to SEL 300)
- ITS will have their own budget via reduction of TAP-Anuum.
- 25-30 million kroner is withheld until after winter exam (June)
- Settlement of accounts for teaching will be more real-time
- Ph.D. –rates decreased to kr. 275,000. Rates for enrolment are increased a bit.
- From 15 -> 14% funding based on external revenue

Based on the above, the economic team has worked on the department's budget:

Budget October 10	-8.858.000
Known retirements in the future	1.158.000
Budget October 15	-7.700.000
Withhold budget	2.400.000
Expected outcome 15 October	-5.300.000
Authorized use of spending	1.600.000
Current deficit	-3.700.000

KGO, HeS and HaF have had meetings with the Dean and the Dean's auditor on how to find these savings.

An underlying assumption is that we will be permitted to use the detained part of the budgeted income in 2014

Future income

Rent for students in 2014 is based on number of students in 2012

Income based on teaching in 2014 stems from teaching in 2012

The current increase in student intake is expected to result in a new equilibrium in 2015.

Estimates of expected future income:

Rent for 60 studenter/år: $100 * 8 \text{ kvm} * 1725 \text{ kr/kvm}$ = 828.000 kr/år

Undervisning baseret på 40 timer/student/år: $2400 * 360 * 1,4$ = 1.209.600 kr/år

In other words, intake of 60 students results in revenue of approx. 2 million kr.

Question: Are expenses concerning 1st study year a part of the department's forecast?

Answer: No, it is a very rough estimate, but after two years with larger intake and expectation of another record intake, it only points towards balance.

Comment: We should be aware that the postponed revenue leads to corresponding increased costs.

Actions on short term basis:

- Savings on rent

The ad hoc room committee's proposal for a 15 % saving on rent; if we terminate our contract on one floor and a "finger" (26 offices)

The committee has asked each group leader to send proposal for how to save 15% in their own groups/units.

Within a short time span, we have the possibility to terminate the contract on some of our rooms.

It is unclear whether the external business contributes with 15% for coverage of rent, as originally intended.

It is noted that there is a greater need for group rooms for students in the spring semester than in the autumn semester.

The council and the committee requested information about whether the rent for students' group rooms is in balance

KN suggested that the pedagogical angle of group work could be tested at two semesters – both across groups and as one-man projects.

KGO: This idea corresponds well with SICTs' strategy in order to increase the "good study culture"

JKj: It should be investigated whether we have a basis for renouncing even more square meters.

The committee and the council recommend that a minimum of 26 offices in Cassiopeia is terminated. More can be terminated later if needed.

- Changes in free research time

When we discussed further reassignment of time (frikøb) for the permanent staff, the counterargument was that not all could contribute, as the external business is not distributed evenly across all groups. Therefore, we decided to increase teaching norms for all employees.

Decentralization of economy could result in both positive and negative output.

JSr: What is in it for the department?

KGO: No calculations have been made, yet. We have information from experiences made by the department of electronics and the department for energy. It merely shows that we have other possibilities of organizing the department.

A common attitude at the department is, that our research time will be paid somehow, and there is no reason to seek external coverage.

KGO: Some employees reassign their own time and have OH at the same time.

JKj: It is not to be nice, but it is the only way out of this situation.

Der er altid indarbejdet en klausul for aftaler om råderetter, som fordrer at instituttet skal være likvid for at medarbejder kan disponere på sin råderet.

The project port folio has diminished. We are investigating why.

Only known projects are included in budget 2014. If we seek project means now, they will not be active until 2015.

Actions on long term basis:

- Restricted access to our educations
- Relocation to cheaper premises

Other items mentioned, but not discussed in details at the meeting:

- Increased use of teaching assistants and external associate professors
- Reorganization of the internal economy
- Reduction of the Ph. D. guidance norm
- Avoid payment of the special holidays
- Yet another change in teaching norms

3. Other business

Minutes takers: HW og MKA