Minutes of Department Council Meeting 2020-01

Time:	Wednesday March 25, 2020
Place:	MS Teams
Members of IR	
Students:	Laurits Brøcker (LB), Anna Maria Suarez-Barcena Ørum (AMSBØ), Clara Sofie Rose (CSR)
TAP:	Helle Schroll (HeS), Frederik Møller (FM), Lone Vriborg (LEA),
VIP:	Peter Dolog (PD), John Stouby Persson (JSP), Jiri Srba (JSr), Tim Meritt (TM), Giovanni Bacci (GB), Hua Lu (HL)
Chairman:	Head of Department Jesper Kjeldskov (JK)
Absent:	
Minutes taker	Diana P. Frank

Agenda:
1. Approval of the agenda and welcome to the new members
2. Department economy
3. CS establishment in Copenhagen
4. Rebuilding of Cassiopeia
5. Plan for new hirings
6. Input to strategy plan for the department
7. Private use of AAU resources
8. Action plan for diversity
9. AOB

Minutes:

1) Approval of the agenda and welcome to new members
   The meeting is held via MS Teams due to the current Covid19 situation.

   Welcome to the new members of the council: Frederik Møller from the economy team, 3 students: Laurits Brøcker, Anna Maria Suarez-Barcena Ørum, Clara Sofie Rose.

   JK informed about the current Covid19 situation. AAU management is meeting with close intervals across faculties and departments and internally at the department. We have been able to establish teaching digitally quite quick at CS. There is an enormous pressure on teachers to do this.

2) Department economy
   HeS presented the annual accounts and gave status on economy. Slides are available in FirstAgenda.

   Budget 2019 - compared to the financial statements 2019
   - The departments ends up with a deficit of – 1.063 in agreement with Dean.

   Budget 2019 compared to budget 2020
   - The new budget model is now clearly visible with more than 21.046 million in income.
   - Rent: More spaces for students in FB7G and NOVI9, which means we now, have student spaces for all our students. The rent of the extra space is temporary until we get the rest of Cassiopeia, where IT is located now.
   - Result: Dean-decided performance measure of 2 million in surplus for 2020.

- Censor expenses: Next time these expenses will appear separately on the slides based on feedback from SAMU and Department Council.
- Budget for the study board and in Copenhagen was presented separately.

In general the department is in a good shape and we are mostly spending our money on hiring and student spaces.

Comments:
- Are there any risk in terms of consequences connected to the Corona situation? Not at this point. The hiring of the candidates is going on as planned.
- What about cuts in general at AAU due to the Corona situation? This is too early to say.
- Maybe we can use the digital experiences after Corona. E.g., is there still need for group rooms when we can meet digitally as the experience is so far good?
- According to the students in the council, it is not optimal not to meet person to person.
- JK expects we can use the experiences for follow up in terms of digital PBL.

3) CS establishment in Copenhagen
   JK gave status on establishment in Copenhagen:
   - We have received 76 applications (quota 2) and we only have 30 seats, so this indicates a huge interest. We are running the advertising campaign as planned and we expect no problems fitting the seats.
   - As for rent the plan is to co-locate with CREATE staff at A.C. Meyers Vænge.
   - We are hiring staff: One assistant and associate professor with deadline April 1. This is what we need for the first semester and resources will be scaled up accordingly. In terms of the need for travelling between campuses for internal staff, the idea is we will hire people locally to avoid this. We have invested in a video conference system from Cisco. LB asked if we can get the source code for the system for support reasons, if the system brakes down. According to JK the system comes with 24/7 support from Cisco.
   - As for the math courses they are co-read with the first study year.

4) Rebuilding of Cassiopeia
   JK gave status on the rebuilding of Cassiopeia:
   - At the moment, the project is on hold and we will follow up after the current situation is over.
   - New meeting rooms established in old printer rooms. Original plan is to start in May with finishing the meeting rooms and transforming cleaning storage rooms to printer rooms.
   - We are waiting for the negotiations of the big rebuilding to be closed, which is delayed. ITS is so far still moving out as planned. However, considering the current situation we can live with all this.
   - LB asked about the future of getting back a building inspector at Cassiopeia: JK has communicated to CAS that it is essential we have this in the building. Unfortunately, it is a decision that has been taken elsewhere. We are discussing if we hire a person ourselves.

5) Plan for new hirings
   JK gave status on hirings in 2020.

- We have received 120 applications and the hiring committees are ready early march. Interviews are starting next week. Plan is to hire 12-13 positions at assistant and associate professor level. When done, we will proceed with the Copenhagen positions.

JP asked why not do shortlisting? We discussed this with HR several times, as some faculties at AAU do this. However, it has not been possible.

6) Input to strategy plan for the department
The research evaluation is coming up and in connection with this, a new strategy will be developed. JK would like to ask if there is any input from the department council?

The new leadership group has worked on some strategic goals for the department as a whole for the next five years. Plan is to have two half days working with the research groups to develop the department and groups. It is important that we combine a top down and bottom up approach and to create ownership in the process. Hopefully, the workshops will be planned before the summer break. The input JK is looking for is to the process, as we have never done this before.

Comments:
- Good idea with involvement of people. A strategy has to encompass the entire department, which can be presented in relation to the research evaluation.
- Strategy: In terms of "excellence", this should stay in both dimensions, both for teaching and research.
- Avoid becoming "dreamy" but use a problem-oriented approach. Maintain continuity of what we are good at.
- According to JK the agreement is that teaching and research should go hand in hand. We actually should look at the new strategy as an ambition instead of a vision, as a good ambition is in sight but within reach. Basically, where do we want to be in five years?

7) Private use of AAU resources
Rector has informed department heads, deans etc. to follow rules in terms of use of AAU resources (equipment etc.). HeS has assured that we are following procedures as we should. A list of equipment is being made where all registered equipment for each employee is listed. Thus, just hand in the equipment no longer in use to ITS.

8) Action plan for diversity
The department's action plan on diversity has been approved by the Dean in January with a few minor changes. An action plan for the Faculty has been made and has been discussed at HSU. All actions from our action plan of diversity are included in the faculty plan. The other TECH departments have focused on the theme equality and not diversity. We are already implementing some of the actions in our plan and will follow up each quarter in the coordination group.

9) AOB
Corona situation: What about exams, how are we supposed to organize this? This is worked with at a central level. So far, we focus on the current digital teaching, and we therefore await a central plan. Basically, we assume we will be back on campus for exams.

Working from home with kids is challenging. According to JK there is focus on this in management. However, we are in favorable position compared to other work areas and countries. The level of expectations from management is not to publish many publications. As for research on Corona, we do have the knowledge that could help. It was discussed, if the money from digital hub money can be moved to something else due to the current situation. According to FM these means are as a rule very flexible. Please send a mail to the project office at CS.

News from HL: He announced that he is starting a new position in Roskilde. Congratulations to HL and thanks for the effort. This will be his last department council meeting.