

Minutes of Department Council Meeting 2020-02

Time: Wednesday May 20, 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 Vriberg (LEA),
VIP: Peter Dolog (PD), John Stouby Persson (JSP), Jiri Srba (JSr), Tim Meritt (TM), Giovanni Bacci (GB), Gabriela Montoya(GM)
Chairman: Head of Department Jesper Kjeldskov (JK)
Absent:
Minutes taker Diana P. Frank

Agenda:

1. Approval of the agenda and welcome to Gabriela Montoya
2. CS establishment in Copenhagen
3. Department economy
4. Status on Corona lockdown
5. Strategy work at the department
6. Rebuilding of Cassiopeia
7. New hirings 2020
8. AOB

Minutes:

1) Approval of the agenda and welcome to new member

The meeting is held via MS Teams due to the current Corona situation. Welcome to Gabriela Montoya as new member of the council. She replaces Hua Lu. The agenda was approved.

2) CS establishment in Copenhagen

PAN gave status on establishment in Copenhagen.

- Basically, we are on schedule. Education approved at all levels. Study guide updated. Open House is held. Marketing material ready for admission date July 5. Content is the same as the Aalborg version of the study regulations.
- CS main responsibility: PAN is coordinator for the study programme. MATH delivers DTG course and PBL course with PLAN, which will be co-read, with whom is being decided.
- ES delivers 30 ECTS: 15 ECTS on supervision and 15 ECTS on courses. P2 and P5. Courses: IWP. CAOS and Security. Meetings with First Study Year/Henrik Brohus: Allocated section of First Study year in Cph.
- Lecture rooms are assigned. Tutors are borrowed from Medialogy. Suggestion to get some SW tutors as well. Social: we are welcome in Cph. along with others. Study start: No joint activities due to Corona - a complete plan for study start is made for Cph. Campus.
- Staffing: Announced and received applications. Expects to have overview in mid June how it turns out.

- We have asked if someone among staff would like to go to Copenhagen to work and stay. Very little feedback. May need to transport some people to Copenhagen.

Comments

- Any worries? Main risk is staffing from Computer Science. Can we transport people between campuses or navigate through the first time (august) up to semester start. We need to have people there.
- PD: Can we use digital teaching if everything fails? According to PAN this is plan C or D, as socialization is extremely important for new students. According to JK we have five supervisions – and we would prefer having one person doing all.
- Quality in the study programme is very important.
- JK: We are extra challenged now with corona. But, we are in contact with CREATE about video conference, a meeting room in Cph. is still not found. JK and the Head of Section are coordinating with CAS about a specific room.

3) Department economy

HeS presented the preliminary thoughts on budget 2021. Slides are available in FirstAgenda. The presentation is with reservation as the figures can be changed due to political intervention.

Budget 2022

- Rent: Development from 2020-2023 is increasing from 11 million to 16 million.
- External revenue: Increased from 2018 – 2021. Dean specific goals for 2020 on 39 million and in 2021 46 million. We expect to reach goals as we have more researchers seeking funds than usual, we have employed a fundraiser and we seek more widely (different donors).
- Grants from TECH: STÅ 82 million. Do not expect TECH to lower the rate for STÅ and there are no expectations of a reduction in STÅ due to Corona.
- VIP salary: 9 assistant and 7 associate professors. Expected cost of 9.5 million if all are employed. Includes Copenhagen hirings.
- TAP salary: We are expanding with one employee in communications (LVS position) and HR, the latter to assist HW. Lab technicians: No call yet as we do not have access to physical building.

Status on budget 2021

- Result after 4 months: We have spent 627 thousand less than expected: 394 thousand less on travel, 200 thousand less on consumption for Cph. Salary costs fit exactly. Basement costs are being negotiated.
- Dean decided performance measure of 2 million in surplus. Travel expenses lowered with 400 thousand. Equipment raised with 1,2 million due to new DPW and DEIS lab. DEIS input is still expected.
- External revenue increases with 1.987 million.

Over all the department is in good shape.

Comments:

- What if we do not meet the Deans goals? JK will have to explain why we cannot meet the goals.
- Overhead: We are not budgeting with the dean specific goals but with the income we normally get. The Dean specific goals are in dependent of overhead / actually includes overhead. This aims purely to set a specific target.
- What about the Corona consequences on project budgets, as they are stuck now? No need to worry about the dean specific goals in this respect.
- In terms of equipment: Input has already been given earlier.

- Study environment: First Study Year will be moved out to campus. Good to bring them closer to us.
- Any discussions from management about consequences in terms of Corona? We have not heard anything yet. We need to act as planned and cannot wait for consequences and this is in agreement with the Dean.
- Increase in number of student applicants: We do not know before we see the numbers. Funding is not delayed as earlier, which means that we will get more funding. We act when we see the numbers.

4) Status on Corona lockdown

Status from JK: It has been two long months. As a department, we have handled things smoothly. We need to celebrate when we get back. Hard not to be connected and things are more complicated. Communication channels have been made on all levels. Reports now is that people are starting to be worn down. We are hoping to hear news on a further opening. Job interviews has gone well virtually.

Feedback from students: It is rough also that everything is in the same room. Good with video as it matters to see the person. Hard when group members disappear from group work and it is time consuming. It is okay now to work remotely but when making prototypes it is hard. Now we are okay but in the middle of the project it was hard. Motivation to do the courses is hard: e.g. no one to discuss with. Students that are already in the risk of dropping out is now even more vulnerable.

5) Strategy work at the department

As part of the research evaluation, we are looking back and ahead. This time we have hired a consultancy to work with at strategy for the entire department so we move in a certain direction. Gives a tool to decide what to do but also more importantly what not to do. Work has been done in the leadership group. Plan was to have a one-day seminar – now postponed to August 19. Advisory Board meeting also postponed to August 7, as they will give input to the strategy. Two-step process – seminar and follow up – must be finished in October. It is essential that all are part of the strategy.

Comments

- LB: Why do we not work more together across study programmes (e.g. BAIT/IxD/SW). Mega-projects is maybe not only the solution to this.
- JK we will ask our Advisory Board: What skills are important among candidates – if they see a lack of capability of cooperating? We could put more focus on this. But we need to set an overall frame. As for the megaprojects: JK has tasked education coordinators to ensure that megaprojects are worked with as well as SDG's. We aim to pick a number of semesters where we decide to do this and the semester coordinator will facilitate this. LB: Good to put semester focus on the mega projects.
- JP: Strategy process this time, will it be different than what we have seen earlier at AAU? According to JK the approach plans to be more bottom up than top down. However there are some no go's that we do not want to work with and it has to be within overall frames. JP: Do not be afraid to make initial proposals that are followed in the end as well. JK expects to make some sort of proposals that will bring forward opinions.
- PD: As for megaprojects: Would like more interdisciplinary projects if the students see a reason to do it. JK: Megaprojects give students a chance of getting skills in cooperating with other students. Megaprojects is a way to facilitate this across AAU and we are under boundaries in terms of study regulations. JK will like to accommodate this.

CSR: megaproject structure with the three meetings is not like a PBL structure of working together. JK: It is structured that way in order for students to be able to hand-in a project report locally. It is not the optimal way. That's why education coordinators are working on making it work better.

JP: Good examples with hands on experience would be very nice.

JK would like to use this as an opportunity for us to find out how to do this. The megaprojects sets the overall frame and how do we match this with the study regulation. In this semester we have a theme e.g. recycling garbage – what semester fits into this. The task is to find out what the students should make a project in. Supervisors should be able to supervise but also able to facilitate working on megaprojects. No extra work for supervisors – this is not the approach here at CS.

6) Rebuilding of Cassiopeia

JK gave status on the rebuilding of Cassiopeia.

Unfortunately, not much to say as this was put on hold due to Corona – which is unfortunate as it could have been full steam ahead. The pending items with improving meeting rooms etc. is continued and finished in August. Big renovation is delayed due to other scenarios e.g. move of First Study Year. No decision yet.

7) New hirings 2020

JK gave status on hirings in 2020.

We have offered employment to 11 assistant professors and 2 associate professors. JK will send out an announcement as soon as everything is in place. We will keep working on the rest of the applicants that are offered employment. A match between resources and tasks has been done: We are 10-12.000 hours below/understaffed. And one full time professor are doing 1000 hours a year. This justifies a number of hirings. Copenhagen hirings are in working process.

8) AOB

CBS is starting half of educations digitally next semester. Current situation has encouraged moving ahead on digitalization. At CREATE there a plans on making digitalization of semesters. The moving of the First Study Year will include a digitalization in terms auditorium.

Comment from LB: Very good teaching videos from KN and HH.

Next meeting is in September, we will be able to meet physically