

Summary of Extraordinary Meeting in the Department Council and the Committee for Cooperation and the Working Environment (SAMU) 04a-13

Date: Thursday December 12, 2013, kl. 13.00-15.00
Location: SL300 rum 0.2.15

Agenda:

1. The economic situation and budget 2014
2. Other business

Department 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)

SAMU: Kristian G. Olesen, Helle Westmark, Christian Thomsen, Henriette Frahm, Hans Hüttel, Lene Winther Even, René Rydhof Hansen, Jiri Srba, Ulla Øland

Secretary: Helle Westmark (for Iråd)
Mette Andersen (for SAMU)

Absent: Henriette Frahm (TAP), Jiri Srba (VIP), Christian Sand Pilgaard (STUD), Ulla Øland (UØ)

Absent w/o apology: Lasse Rørbæk Nielsen (STUD)

Minutes:

1. The economic situation and budget 2014

The chairman informed briefly about the current situation: It seems that we end 2013 with a deficit of 200,000 – 300,000 more than in the revised budget. 2014 will be tight, but by being very cautious, we should be able to avoid reduction of staff.

Most faculties have problems and we may expect reductions in 3-5 departments. The exact number is unknown, but the situation has caused an even tighter hiring procedure for both internal and external positions. For the time being, the new procedure is valid from December 1, 2013 until February 28, 2014.

The department still needs savings of 2 mio for 2014. The Board has stated that the 2013-result will be incorporated in budget 2014. Therefore, we need to revise the budget when we have the final result for 2013 in March.

Already implemented:

1. Teaching norms have been increased from E13.

2. No replacements for positions that run out in 2013, which will provide a staffing challenge in E14 due to large student intake.
3. Reduction of office space. Especially students and secretariat have contributed to this end.
4. General reduction of expences..

What more can be done:

1. Restricted travel policy
 PD: One suggestion could be not to pay subsistence allowance, and only cover travel costs and registration fees.
 HeS: It is always a possibility to not accept subsistence allowance.
 KN: Will the travel committee be revitalized in 2014?
 KGO: We have made a fast working ad hoc committee consisting of CSJ, JS, IAa and ATA. A "real" travel committee will be reinstated in 2014.
 Suggestions and comments to how we should distribute the department's funds for traveling should be sent to Astrid.
2. No cash payment of special holidays.
 This does not affect the current teaching capacity as we have adopted the principle that cash payment of special holidays will increase capacity.
3. Very limited salary additions (always to be negotiated)
 We cannot make decisions on this area, but considerable restraints are already implemented.
4. Termination of goods for staff: fruit scheme, napkins, sweets, etc.
5. Continuation of equipment replacement based on function (and not time)
6. Increased reassignment of time for permanent staff. Our department's customs deviate from that of other departments. This area is part of the analysis of external business.

Further suggestions for suspensions/restrictions in 2014:

1. Exchange of hours to programmers, etc. – we need all the teaching capacity we can get.
2. Transfer of hours to programmers, etc.
3. Use of personal accounts (råderet)
4. Use of group money
5. (phones and internet connections) (probably not a very large saving, but the signaling effect may be useful)
6. Research leader hours
7. Internal representation
8. Increase of price for car rent in order to balance the account..

We keep free coffee ☺

The Department Council and the Committee for Cooperation and the Working Environment approve the above mentioned range of possibilities for making savings, and the head of department will continue working on a final decision, which will be announced to all staff before Christmas.

What is next?

We continue analyzing the most important economic areas such as salaries, Ph.Ds., administration, rent and external business in order to get a more detailed overview of the various areas and how they interact.

Moreover, the following areas will be analyzed further:

1. How is salary for VIP and TAP composed?
2. What happens when money passes through the system (STÅ, BFI)?
3. What is the interplay between school and department economies?
4. How does internal and external economy interact?

The above analyses are made in order to secure transparency. Transparent and clear policies and principles are important – both at departmental levels, but also at faculty and institute levels.

Following staff meeting Wednesday December 11, joint meeting in Department Council and SAMU December 12 and management meeting December 13, the head of department will make decisions and inform staff about the outcome.

KGO expect that 2014 will be an economically tight year, but the prospect for 2015 looks better. We will know more in autumn 2014, when we know the budget frames for 2015.

2. Other business

Nothing

For minutes (in Danish): Helle Westmark **For translation:** Mette Andersen