

Minutes from Joint Consultative Committee meeting 6 November 2018



AALBORG UNIVERSITET
Department of Materials and Production

21.11.2018

		Present			Absent
Members:		Minute taker: Lisbeth Fredberg Formand: Kjeld Pedersen (KP) Næstformand: Lars Rosgaard Jensen (LRJ) Astrid Heidemann Lassen (AHL) Brian Vejrum (BV) Jette Marie Christensen (JMC) Klaus Kjær (KK) Lea Thiesen (LT) Matteo Fumagalli (MF) Mette Herold-Jensen (MHJ)			Kjeld Nielsen (KN) Lars Diekhöner (LD) Substitute members: Karina Boller Jensen (KBJ) Charlotte Zoey Søndergaard (CZS) Vladimir Popok (VP) Jan Schjødt-Thomsen (JST) Thomas Ditlev Brunø (TDB) Peder Søberg (PS)
Agenda					Minutes
Items		Enclosures/Suggestions	I/D/D M	Comments/Responsible:	
1.	Approval of agenda and messages from Head of Department and vice-chair		10:00 - 10:05	KP	The agenda was approved. <i>Messages</i> LRJ: A new VIP salary agreement is being negotiated with the deans. The parties are a bit far from each other. A FSU meeting at ENG has been called on 7 November 2018. An extraordinary HSU meeting with regard to budget 2019 has also been called.
2.	Budget 2019	PPT 2019 Budget Meeting	10:05 - 10:15	KP/Jan	KP informed on the basis of a PPT: <ul style="list-style-type: none"> • The MP budget is much tighter than last year. • MP must start 20 new PhD students in 2019 without getting new funds. This number includes industrial PhDs, but self-paying PhDs do not count. • The budget is at an early stage, so changes may come.

3.	Status of administrative reorganisation		10:15 - 10:25	KP	KP informed. There are many new tasks in the study administration. The Dean has decided that an administrative cooperation with the Department of Mathematical Sciences (MATH) must be established as from 1 January 2019. At present a cooperation agreement is being negotiated. We expect to have an agreement around 1 December. The administrative staff at MATH will be employed at MP.
4.	Career policy	Career Policy MP: 'Evaluation criteria for career advancements at MP'	10:25 - 10:40	KP	It was agreed that we start to use the career policy. However, we must be aware if there are elements in the salary agreement presently being negotiated which are in contradiction to the career policy. The career policy will be published on the intranet.
5.	Discussion of experiences with new teaching allocation model	Aktivitetsplanlægning – notat fra arbejdsgruppe	10:40 - 11:10	LRJ/Jens H. Andreasen	<p>JHA outlined how the activity planning went in the research groups. There were no major problems, and all tasks were solved.</p> <p>AHL: It is a challenge that the heads of section do not get information, and it is therefore difficult to have a role in the planning process. Experienced that there were many discussions about load and capacity and that all research groups ended up using their own format. Misses a common template for the planning in the groups – the template should include capacity and expected load of each VIP in the group. Experiences that the process does not work and that the model does not solve the problems.</p> <p>LRJ: The model is less transparent than the old one. It does not take administration into account, and it lacks a description of what to do with new assignments.</p> <p>KP: The leader group has discussed what we can expect our staff to deliver. It will be a good idea to incorporate this in the model.</p> <p>There were general consensus in SU that the vision of planning in the research groups is good, but we do not have the right tools, and the role of the heads of section in the process must be clarified.</p>

					It was agreed that the management will work on the process and tools and that the item will be on the agenda for the next meeting.
6.	TAP-LAB service in Copenhagen		11:10 - 11:20	MF	<p>KP: Extra DKK 100,000 has been allocated to TAP assistance and an assistant professor. Focus must be on the security in the laboratory.</p> <p>MF: The goal is to keep the laboratory open, and we must focus on the work environment. The DKK 100,000 is a short-term solution – how can we reach a long-term solution?</p>
7.	AOB		11:20 - 11:35		KP plans to have monthly meetings with Lazaros about budgets etc.