

Agenda/Minutes from Joint Consultation Committee meeting 201119



AALBORG UNIVERSITET
Institut for Materialer og Produktion

		Present				Absent
Members:		Minutes taker: Rim El-Fil Chairman: Kjeld Pedersen (KP) Lars Rosgaard Jensen (LRJ) Kjeld Nielsen (KN) Lars Diekhöner (LD) Brian Vejrum (BV) Peder Søberg (PS) Klaus Kjær (KK) Christine Steenberg Pedersen (CSP) Jette Marie Christensen (JMC)				Astrid Heidemann Lassen (AHL)
Agenda						
Items		Enclosures	I/B/D	Responsible	Minutes	
1.	Approval of agenda for today			KP	LRJ: Change in item 7 - orientation and discussion. LD: In the future, a more complete agenda is wanted and a meeting notice must be sent earlier. Presidency will strive to make a clear case preparation for each item on the agenda.	
2.	Information on budget 2020			KP/JMC	JMC reviewed the composition of income limits and budget 2020. <ul style="list-style-type: none"> - We are dropping in Student full-time equivalent (FTE) due to changes in Copenhagen - There has been a decrease in income from externally requisitioned teaching - Computer science withdraws requisitions for BAIT. They have entered into an agreement with the Faculty of Social Sciences. - We receive about 10 million less in income from the university. - The Project portfolio is also stagnant. - We have been allowed to budget with a deficit of 1.6 million DKK, which means that the budget will be linked. - The final approval of the budget must be reserved. The more information will follow. 	
3.	Information from head of department:			KP	Changes in study management and study of boards	

	<p>a. Changes in study management and study of board</p> <p>b. Information on prioritizing strategic research programs</p>			<ul style="list-style-type: none"> - The Study of Board is too large and wide. It must therefore be divided in two parts. - There will be elections in January for the two new studies of boards. - Study management: Jens Henrik no longer wants to be a study director, which is why Jens Christian Rauhe is constituted as study director and vice-director of education. Jens Henrik continues as section manager. - LRJ asked if there will be a hiring process for the post of deputy head. - The management will consider this. <p>Strategic research programs:</p> <ul style="list-style-type: none"> - The department has started work on strategic research programs. The first program is exoskeleton, but circular economics / recycling of plastic and hospital engineering are also being considered. <p>LRJ: Where is the priority in relation to these areas?</p> <p>KP: We try to support as much as possible. There are areas that have already attracted funds. A communication effort is being made and the goal is that the effort can be "sold" together to large foundations with the help of dean of researches.</p> <p>BV: There must be organization and structuring of the projects.</p>
4.	<p>Agreements on reductions in teaching load/ norm agreement?</p>		KP	<p>KP: It was agreed at the last meeting of SU that the group coordinators should make proposals for a new norm agreement. However, the management does not want an actual norm agreement to be made, but would like to have common ground on the teaching activities: what can the students expect from a course of 5 ETCS, etc.</p> <p>LRJ: It is a management task to initiate this information to the students.</p> <p>KN: It is important that we find out how we do. There is a need for dialogue.</p> <p>LRJ: There must be a clear system to suit both employee and department. It should not go beyond the individual employee.</p> <p>LD: It is very important that there is a common understanding and agreement on what we are announcing.</p>

					<p>KP: We need to convene a meeting with the group coordinators regarding the teaching activities. And we also need to consider how to inform the students.</p> <p>LRJ proposed a model based on the used hours, but no agreement could be reached on this, either internally on the staff side or with management.</p>
5.	Department councils without members, what does this mean			LRJ	<p>No candidates have been nominated for election to the institute council at MP. As a result, we have no institute council as of 1 January. What do we do about it?</p> <p>There is not enough visibility about the work of the institute council. The employees do not feel that the role of the institute council is clear.</p> <p>KP: The Institute Council is a discussion forum for the management.</p> <p>JMC is investigating whether it is possible to carry out a supplementary election to the institute council together with the election to the Study Board in January.</p> <p>BV: Proposal to increase the Institute Council so that the different research areas are better represented.</p>
6.	Information to students about the amount of teaching they can expect.			LRJ	Treated together with item 4.
7.	Information related to the morning break in the secretariat			JMC	<p>JMC: The morning break was accelerated so it lasted about ½ hour. Some employees felt pressured to choose among colleagues and the desire to accomplish the tasks and come home on time. It was appealed to self-justice at first, but it was without effect. Then it was discussed between the secretariat leader, ADM-TAP's SU member and ADM TAP's AMIU member. Then we decided to abolish the morning break. Right now, AMR and AMIU are teaming up to discuss this decision. Then we will re-evaluate the decision again.</p> <p>LJR: For another time, these cases must be discussed at SU meetings before anything is decided.</p>
8.	Equality Action Plan.	https://www.inside.aau.dk/udvalg/udvalget-ligestilling-og-diversitet/handleplaner/#410080		KP/JMC	<p>Considerations for the Equality Action Plan were discussed. Management has taken actions regarding the field of internationalization..</p> <p>It was agreed that actions regarding the work-life balance area, which is wanted to be put together as part of career planning. Particular attention should be paid to individual pregnancy plans. JMC makes a</p>

					draft based on the discussion and sends around the group for the comments.
9.	AOB			All	