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| |  |  | | --- | --- | | **Department Council - Minutes** | **Aalborg Universitet**  Fredrik Bajers Vej 7K Postboks 159 9220 Aalborg  Morten Korsgaard  Email: moko@bio.aau.dk  Dato: 21-02-2024 Meeting 1 2024 | | |
| Agenda for meeting in Department Council February 29th from 9 a.m. to 12 p.m., FRB 7H room 2.405 and Teams |

**Participants:** Kim Lambertsen Larsen (formand), Casper Steinmann, Michelle Hyldegård Mortensen, Mads Moltzen-Juul, Nadieh de Jonge, Morten Haunsvig, Morten Korsgaard, Sergey Kucheryavskiy, Peter Roslev, Louise Kiilerich Pratas.

Secretary: Morten Korsgaard

**Agenda**

1. Approval of the agenda
2. Introduction round
3. Financial update on the department
4. Organization and management
5. Discussion of tasks based on the Council's mandate
6. Summer seminar on August 15-16. Create is booked. Financial framework: 110,000 DKK.
7. Update and discussion on ongoing efforts regarding diversity, including dialogue with younger female researchers including proposed ideas for possible solutions.
8. Communication. Status update on BIO collaboration with AAU Communication. Daily operations and strategic initiatives. Discussion of priorities.

BREAK

1. Use of AI in teaching, research, and administration at BIO. Formal and informal integration of AI? How do we address the developments? Concrete opportunities and limitations?
2. Updates from student representatives
3. Any other business

**Item 1: 09.00-09.05 Approval of the agenda (KLL)**

The agenda approved.

**Item 2: Kl. 09.05-09.15 Introduction round (KLL)**

Nadieh, Sergey, Michelle and Louise are newly elected.

**Item 3: 9.15-9.25 Financial update on the department. (KLL)**  
The department has a strong economy.

Strained finances at faculty level.

Spending is being restrained, particularly concerning strategic investments, equipment, etc.

Increase in salaries effects the budget for 2024 and forward. Special focus on the impact of wage increases on EU projects.

At the university level, the estimated burden from increased wages is 30-35 million DKK.

The success rate for external funding acquisition is currently at 40%.

Awaiting final performance targets (resultatmål) from the dean.

Costs for systems in areas such as student administration, HR, and finance will burden the university with a three-digit million amount in the coming years.

Old projects with deficits have been closed, and an amount has been set aside for losses.

Presentation of operating funds. See slide.

**Item 4: 9.25-9.40 Organization and management. (KLL)**

The new organization is a movement towards a flatter organization (omitting one management layer), sections strategically working on research and teaching, more sections (aligned with research areas), and greater proximity between leader/employee, with a leader for Esbjerg.

The "daily" management group meets weekly.

A leadership committee with section leaders meets monthly. Relevant stakeholders are continuously involved.

The section leaders are in place, but section names are being discussed.

Principles for future section economics have been reviewed. Refer to slide for further details.

**Item 5: 9.40-9.55 Discussion of tasks based on the Council's mandate**

**“…**to discuss and advise the department management on issues related to the department’s research, education, knowledge dissemination and possibly public sector services. The department council advises the head of department on issues presented by the head; furthermore, the council may comment on issues of significance to department activities, which the council considers to be relevant.”

Discussion and proposals:

Finance

New institute strategy

Communication

Summer seminar

Diversity and inclusion

Well-being

Student/staff relations

-> Opportunity to raise topics. E.g., focus on well-being, stress, group rooms, etc.

-> Central study services may not have the capacity to provide in-depth advice on, for example, jobs.

-> Expectations for "service" from central and local levels.

-> Need to investigate the visibility of help (service) in later semesters.

**Item 6: 9.55-10.15 Summer seminar on August 15-16. Create is booked. Financial framework: 110,000 DKK. (KLL)**

Themes discussed in the management: Well-being, AI, diversity, innovation / AAU Innovation, Missions/department missions.

Proposal for format:

Importance of free play

Creating good choices

Themes that can mix across employee boundaries

Day 1 tends to get heavy -> split the days to allow mingling both days

Team-building activity

Theme: Diversity -> Consult HR (Unconscious bias - course from AAU = presentation)

Theme: AI -> How teaching can take place. (Møgelmose) Interactive discussions.

Theme: Missions

State of the Union - KLL – 45 min.

Call for meeting regarding the summer seminar: Proposal for format and program. End of March.

Book the venue for the two days in August.

**Item 7: 10.15-10.35 Update and discussion on ongoing efforts regarding diversity, including dialogue with younger female researchers including proposed ideas for possible solutions. (KLL)**

*Key points from the discussion:*

See opportunities rather than limitations

Competitive culture, job security

Attractive workplace

Role models - ones to "aspire to"

Losing talent pool

Bias regarding photos

Tina Strandvig involvement

Mass communication in English

Family-friendly workplaces

Media debate at university level

Fixed point

Topic for summer seminar

**Item 8: 10.35-10.55 Communication. Status update on BIO collaboration with AAU Communication. Daily operations and strategic initiatives. Discussion of priorities. (KLL)**

Contacts regarding daily and strategic tasks. Functional mailbox: kombio@adm.aau.dk

Prioritized strategic areas: Water, food, and climate. Started with "water as a resource."

Get David out to introduce himself and communication.

Important: Expert lists need to be updated.

**BREAK 10.55-11.05**

**Item 9: 11.05-11.25 Discussion about the use and options of AI in teaching, research, and administration at BIO. Formal and informal integration of AI? How do we address the developments? Concrete opportunities and limitations? (KLL)**

Item 9: Summary of the study: 'Use of generative AI at the Department of Chemistry and Bioscience'

Postponed

**Item 10: 11.25-11.40 Updates from student representatives (Morten, Mads)**

Lab coat washing - MOKO, KLL will follow up. Possibility for name on lab coat.

Workspaces - concern about decreasing number of group rooms.

-> We need to move out of Frb5 and explore different options. Important to have reasonable distance to 7H.

Flex rooms should function with power for lectures. (Rails on the sides) -> Needs to be fixed!

Lack of common rooms – have only the ones at forskertorvet. Idea for a dedicated space.

We should not further reduce the number of group rooms.

MOS political committee: Ensure student engagement. Looking for successes! KLL encourages input!

**Item 11: 11.40-12.00 Any other business (KLL)**