



*For general distribution
Godkendt*

Aalborg University
Fredrik Bajers Vej 7K
PO Box 159
9220 Aalborg

Case Officer:
Stine Vestergaard Holmstrøm
Tel: +4599403880
Email: sve@adm.aau.dk

The Danish version of the Summary is always the applicable version

Date: **23-09-2024**
Case No.: **2023-232-00208**

Minutes of the meeting of the Main Joint Consultation Committee (HSU) on 24 September 2024

Participants: Per Michael Johansen (PMJ), Anne Marie Kanstrup (AMK), Lars Hvilsted Rasmussen (LHR), Rasmus Antoft (RA), Frederik Hertel (FH), Jesper Lindgaard Christensen (JLC), Thomas Lykke Andersen (TLA), Klaus Kjær (KK), Lotte Brunø (LB), Jakob Skovrup Stampe (JSS) and Rikke Dorothea Huulgaard (RDH).

Unable to attend Søren Lind Christiansen, Thomas Bak and Louiza Bohn Thomsen.

Other participants: Steen Harriet Jakobsen (SHJA) under item 6 and Camilla Skjødt Jakobsen (CSJ) under item 7, Linda Ibsen (LIBS) and Stine Vestergaard Holmstrøm, (SVE) (reporter)

Re Item 1. Approval of the agenda

Recommendation: HSU approves the agenda.

KK informed that in 2025, new members will be elected to AAU's holiday fund. In this connection, he wanted this to be included in the annual cycle, so that HSU remembers the election every 3 years in the future.

Follow-up:

HSU secretariat incorporates the request into HSU's annual cycle for 2025.

Re item 2: Information from the rectorate

Appendix 2.1: Aalborg University Anti-Corruption Policy

Recommendation: HSU takes note of the briefing

PMJ reviewed the written briefing and gave a status of the graduate reform. The candidate committee is working towards the final report to the parties in October. The report will not include plans for restructuring at the educational level. All employees at AAU are invited to a Q&A session in connection with the final report, in the same way as they were at the partial report. After the report, the universities must prepare institutional plans. The restructuring of related Master's degree programmes must be coordinated between universities. Here, there will first be work to map the programmes that are related across the universities. After that, the discussions will begin. It is expected that the Institutional Plans will be completed in early 2025.

Prior to the meeting, the staff had requested that the deans provide a status of ongoing tasks and focus points at the individual faculties. The Dean of ENG and TECH was absent from the meeting, which is why there is no status for these areas.

LHR gave a status from the Faculty of Medicine (SUND). From 2025, the Faculty of medicine will have 70 new student places on the Bachelor's degree programme in medicine, which is an increase from 179 to 249 student



places. Like the other areas, SUND has a strong focus on finances. A good plan has been made to achieve the agreed goals. The plan is followed, and it is expected that the goals are at least achieved. The external repatriation has a positive impact on the economy, as the repatriation in 2024 is far above the budget. There is also an expectation of reaching balance in 2025. However, it requires hard strategic work, as we are working with a number of uncertainties such as the graduate reform, relocation to Hjørring and the new health reform. A major effort has also been made to optimize areas in Aalborg, and the development at Campus Copenhagen is also being looked at in relation to whether areas there should be terminated. There is an expectation that within 2 years, the university hospital will have moved out into the new buildings and thus closer to the university.

SUND has a good working environment. However, there are concerns about the future, partly due to the economy and a university sector that is generally under pressure. This creates uncertainty and can be felt in the working environment. The employees are very happy with the new building, which contributes positively to the working environment. There has been a single case at the Department of Medicine concerning the working environment where the Working Environment Authority has been involved. In collaboration with the Danish Working Environment Authority, a plan has been made for handling the case, which is being followed closely.

RA gave a status for the Faculty of Social Sciences and Humanities (SSH). The closure of degree programmes in Copenhagen is a major concern for both management and employees, including FSU, and will do so in the coming years. There is a strong focus on how the closures are handled, but at the same time there is also a strong focus on maintaining the level of activity and research that we have today.

SSH has terminated a number of square meters on campus East. It has taken time at departments and in the local liaison committees to reintegrate in fewer square metres, but it has been a good and constructive process, which has also received positive feedback from the students. Work is also being done on densification in the CREATE building and on Campus Copenhagen. All in all, the exercise is about creating a sustainable foundation for the economy. The economy is under pressure, but we have become good at cutting back and finding a good balance. In addition, the external repatriation at SSH has also increased a lot in 2024, which has a positive impact on the economy.

There has been a lot of nervousness in relation to this summer's intake. However, the drop of 1.6% is not as bad as one might have feared, as this also reflects the closure of a popular bachelor's degree programme in Copenhagen. In addition to the closure of a programme in Copenhagen, a new English-language programme in Economics and Business Administration has also been opened, which has had a positive impact on the admission figures. SSH is working hard to get a degree programme in Political Science accredited, as it was not possible to simply change the name of the programme Politics and Administration.

Re item 3: Employee orientation

Recommendation: HSU takes note of the briefing

FH informed that it is a wish of the employees that plenty of time is set aside for evaluation of HSU's cooperation at the upcoming HSU meeting in December. The item is an annual cycle item that must be dealt with in accordance with the agreement on Cooperation and joint Consultation committees in the State. FH also informed that he has participated in a meeting of the Royal Danish Academy of Sciences and Letters that dealt with public sector consultancy and the relationship between politics and science. There was a consensus in committee that this is an important issue.

The staff representative gave a status from each of their areas. Across all areas, the annual salary negotiations were mentioned as a major focus. It takes up a lot of space for both TR and the other staff members right now. Likewise, several could report that there is enough to do, but that there is otherwise peace in most areas.

JLC informed that at SSH there is a lot of talk about identity. Many still perceive themselves as either HUM or SAMF. RA commented that this is something the faculty will be working on in the coming years. It must be looked at what it means to have a common identity at SSH, including to what extent it is something they should have or influence at all.

TLA informed that ENG is struggling to make ends meet. In addition, there will be a new head of department at BUILD as of 1 October 2024.

RDH informed that student admissions take up a lot of space at TECH, as the reduction in the number of study places has made it necessary to reject many applicants for the master's degree because many bachelor's students have a legal claim to a place.

JSS informed that Student Services is getting in place after a turbulent time.

Re item 4: Information from the HR department

Appendix 4.1 Minutes, HAMiU on 30.05.2024

Appendix 4.2 Agenda, HAMiU on 25.09.2024

Recommendation: HSU takes note of the briefing

Today, 24 September, all employees at AAU have been informed about the new Working Time Directive, which will take effect at AAU from 1 October. There has been positive feedback on both the process and communication. It is well-formulated and easy to understand.

TLA asked about how the selection of the self-organizers has taken place, what criteria have been used and what proportion of academic staff will be self-organizers in the future. LIBS informed that it is the head of department who has made an individual assessment of all the employees and, based on the auxiliary material, assessed who should be the self-organisers. AAU has followed the interpretations and agreements made across the sector and set out by the ministry. We are in line with the other universities. It was decided that the HR department will try to provide a more in-depth answer to the question. This is sent out to the committee with the minutes.

The salary negotiation also takes up a lot of space in the HR department. HR had promised to do its best to make as many improvements as possible in 2024. A new salary negotiation solution has been created, an information website, data has become more user-friendly and the quality has been increased. Information meetings have also been held for TR and the manager to prepare them in the best possible way. There has been positive feedback on the improvements. There are still challenges and things HR wants to do better, but we have come a long way. There is a desire from HR to involve relevant actors in the further process in order to improve the process even more and get the best possible result.

The staff representative added that it is very positive that HR wants even more involvement in the process, as it has previously lagged. TR would really like to contribute and provide their input. JLC mentioned the establishment of an FAQ for the salary negotiation process as a concrete example where TR had wanted to be involved. TR would have liked to have been informed about this and also helped with the content, as it is mainly TR who gets the questions and thus knows what is 'frequent'. JLC further mentioned that it has been pointed out several times that data and IT are a very small part of the overall improvement potential for the salary negotiation process, but it seems to be by far the largest part of the effort. LIBS confirmed that it is precisely this input that HR will demand in the further process.

AAU has entered into a new local agreement with HK on the classification of heads of department and dean's offices in salary group 4 for those covered by HK's organisation agreement. In addition, in collaboration with AC-TR, a memorandum has been prepared on how we place our employees in special and chief consultant po-

sitions. Including what we expect to be needed and how we make it clear. Both processes between TR and HR have been really good.

JLC asked if there are plans to evaluate the psychological counselling used by AAU. A new agreement was made in May 2023, and the employee side is therefore curious about what the experiences have been so far.

On 17 February 2021, HSU was informed about IT monitoring at AAU. In this connection, the committee wanted ITS to prepare a pixi version of the presented material that could be available to all employees at AAU. ITS has never prepared this pixi, and the employee page would therefore like to continue to encourage this to be done.

Follow-up:

The HR department follows up on the questions about the Working Time Directive, on the evaluation of psychological counselling and on the preparation of a pixi version of the presentation on IT monitoring at AAU.

Re item 5: Initiatives for better collaboration on the working environment at AAU

Appendix 5.1 Summary form from HSU and HAMiU joint meeting 2024

Appendix 5.2 The group's inputs at HSU and HAMiU joint meeting 2024

Appendix 5.3 Working environment in a change

Recommendation: The working group behind the joint meeting for the HSU and the HAMiU on 3 May, recommends that HSU discuss proposals for strengthened cooperation on the working environment at AAU.

HSU decided that they will ask the working group to meet again and review the material before HSU makes their comments.

Follow-up:

The HR department convenes a new meeting of the working group.

Re item 6: Information on the financial status for 2024 and the 2025 budget

Recommendation: HSU takes note of the briefing.

SHJA reviewed the written briefing on the financial status for 2024. At the 1st period follow-up, AAU estimates a deficit in 2024 of DKK 1 million against the anchor budget's surplus of DKK 15 million. However, there is an expectation that we will reach the budget before the end of the year. The changes in the estimate are due to, among other things, increased wage costs as a result of the 2024 collective agreement settlement, expectations of increased turnover under grant-funded activities and expected additional costs related to the New SIS project. In addition, there has been an increase in costs due to expected additional revenues from grant-funded activities, received grants from the Danish Finance Act's research reserve for green research environments under AAU's public sector consultancy and a marginal upward adjustment of the expected return from financial items.

LHR asked about how we are doing compared to the other universities. SHJA replied that it can be difficult to give a clear answer to, but last year the pressure was greater with us. However, we are good at constantly looking ahead and being at the forefront of the things we can, which strengthens the economy a lot.

Work on the budget for 2025 is underway. The budget will show AAU's expected income and costs for 2025 as well as the budget estimate years 2026-2027. The overall consideration in the budgeting is to support AAU's

strategy, while at the same time focusing on ensuring that AAU's finances remain robust. In the long term, a decline in STA in the coming years is expected to have a negative impact on the economy due to the declining education income and resizing. In addition, the graduate reform is still an uncertain factor. HSU will receive the budget on 3 December. This is at the same time as the material is sent to the Executive Board and the Board of Directors. The staff were very happy to receive the material early and well in advance of HSU meeting in December.

JLC informed that it can be difficult as a committee member to participate in the discussions about finances and budgets, as it can be difficult to understand for non-finances. They therefore asked if it was possible for ØA to hold courses for the members of the liaison committee at AAU on understanding the budgets. SHJA promised to look at the possibility of holding a course.

Prior to the meeting, the employee side had requested a status on the PL regulation as well as a summary of the financial effect of the merger of AAU Communication. SHJA reviewed the PL regulation. In last year's Finance Act, the adjustment was 2.5% for 2025 and this year it has been adjusted to 3% applicable for 2025. This will provide an additional income next year of DKK 12 million, which will indirectly compensate for the DKK 30 million that we will have to spend extra on salaries. The reason why the regulation does not provide further is because the PL regulation covers both wages and goods, and while wages increase, the inflation level for goods falls, and therefore pulls down the overall increase. If the private labour market develops even faster than the public sector, we will eventually have a post-regulation.

PMJ gave a summary of the financial effect of the merger of AAU Communication. Although it has not been a cost-cutting exercise in itself, there has been a saving on the economy of almost 8 million. PMJ adds that despite a cutback in the area, AAU has never been more visible on national media as we are now. In addition, there has been a better ability to handle crises and step together, for example in the accident during the chemistry show in Tønder. The merger has been a great success.

Follow-up:

The secretariat sends slides from the item together with the approved minutes, and SHJA is looking at the possibility of holding courses in budget understanding for the members of the liaison committee.

Re item 7: Approval of revised rules for sideline employment

Appendix 7.1 Rules for sideline employment

Recommendation: HSU approves the revision of the Rules for Sideline Employment

FH commented that there are a few linguistic elements in the text that should be corrected. This is, for example, a change in the form of contact and a change between the 1st and 3rd person. Otherwise, the document is very good. It was decided that the document is approved when it has undergone a linguistic adjustment.

Follow-up:

CJS makes a linguistic review of the document, after which the document is approved by HSU.

Re item 8: Evaluation of AAU's TR agreement

Appendix: Framework agreement on structure and functions for union representatives at Aalborg University (TR agreement).



Recommendation: It is recommended that HSU discusses the process for evaluating AAU's Framework Agreement on Structure and Functions for Union Representatives at Aalborg University (TR Agreement) and provides input for the upcoming evaluation.

There was agreement in the committee that the process should run in a separate track outside HSU, and that it should be an overall evaluation of the entire agreement. Areas that the evaluation must look at are, among other things, the time for the work, the opportunity to travel to members, division of areas and function descriptions for the individual roles.

It was decided that the agreement will be evaluated at a meeting between HR and F-TR. The evaluation is then passed on to HSU, after which it is decided what to do next.

Follow-up:

The HR department calls for a meeting with F-TR.

Re item 9: Information on the distribution of the Bachelor's degree

Recommendation: HSU takes note of the briefing.

AMK reviewed the distribution of the bachelor's resizing at AAU and added that AAU lands softly, as we have dimensioned a lot in previous reforms, but that we still have a big task ahead of us. In particular, the areas lose the room for manoeuvre they previously had. The spaces are full, and if you want to look forward and make changes, it will be at the expense of something else. On this basis, there was agreement in the committee that it is even more important to limit the drop-out rate of students in the future. The employee side also mentioned that even though we are under pressure, we must continue to try to take care of the small subjects. It is possible to read more about the framework in the following article: [The framework for sector dimensioning at AAU is in place - Aalborg University](#)

Re item 10: Approval of the meeting schedule and annual cycle for 2025

Appendix: HSU 2025 Annual Cycle

Recommendation: HSU approves the meeting schedule for 2025.

LIBS noted that there is a lot of meeting activity around the summer holidays, where there is both a meeting just before the holidays and after the summer holidays, where there is both a seminar day on 5 September and an ordinary meeting on 22 September. It can be pressured when pre-meetings, material is to be read, etc. FH as deputy chairman agreed with this.

FH presented a request that a field be inserted in the overview of deadlines with a deadline for registration of agenda items. In addition, the field "Preliminary meeting with the rector's office" must be changed to a preliminary meeting in the chairpersonship.

Follow-up:

The secretariat will review the comments, after which an updated version will be discussed and approved at HSU meeting on 16 December 2024.



Re item 11: Optionally

JLC wanted a briefing on the work with sustainability at AAU at the upcoming meeting, to which FH added that new members will also be elected to the Sustainable Campus Forum. There was no desire to elect new members until the item had been at HSU.

Follow-up:

The secretariat notes the wish for the upcoming meeting.