

Meeting the 8th March 2024, at 12.00-14.00 o'clock.

Local Liaison Committee meeting (LSU)

Department of Biomedicine

Meeting room: 1231-114

Participants: Thomas G. Jensen; Morten Schallburg Nielsen; Thomas Juhl Corydon; Hanne Bjerregaard Møller; Bertha P. Beck Mortensen; Rikke Nielsen; Marie Louise Næstholt Dahl; Jani Kær; Agnete Larsen; Esben Thorup Boel; Gitte Fynbo Biller; Ulla Vosegaard Als; Vivien Schack

Cancellations from participants:

Sâmia Joca; Bettina Winther Grumsen;

Guest: Financial Controller Kenneth Brodersen Kronow;

Minute taker: HR Partner, Pia Lind Lunau Kristensen

- 1. Konstituering af nyt LSU/Constitution of Liaison Committee - by Head of Department**
Head of Department informed of the management representation for next 2-year period. Head of Department has appointed the following management representatives Morten Schallburg Nielsen, Thomas Juhl Corydon, Ina Maria Schiessl, Hanne Bjerregaard Møller (for Ina in her Maternity leave) and Sâmia Joca. Head of Department is chairman of the committee. Employee side informed that they are represented as follows; Bertha P. Beck Mortensen, Rikke Nielsen, Marie Louise Næstholt Dahl, Jani Kær, Agnete Larsen, Esben Thorup Boel, Gitte Fynbo Biller, Ulla Vosegaard Als og Vivien Schack. Substitutes are Paw Vinther, Anne Flensborg, Helle Hasager Damkier, Bjarke Brix og Per Qvist. Bertha is vice-chairman of the committee.

Head of Department encouraged new members and substitutes of the committee to sign up for "LSU-course/SU-kurser" by Samarbejdssekretariatets hjemmeside:

<https://www.samarbejdssekretariatet.dk/kurser/su-grundkurser-2/>

You can read about Liaison Committees at AU here:

<https://medarbejdere.au.dk/administration/hr/samarbejdsudvalg/>

- 2. Godkendelse af dagsorden/Approval of agenda - by Head of Department**
The vice-chairman stated that in future the chairman/vice-chairman have the task on indication whether the agenda items are for information, discussion or decision making.
- 3. Godkendelse af referat af møde 1. december 2023/Approval of minutes from the meeting 1st December 2023 – by Head of Department**
The employee side thanked the management team for information of this year's (2024) Christmas party.
- 4. Revidering og vedtagelse af LSU-forretningsorden/Revision and approval of the rules of procedure of liaison committee – by HR**
HR await the central upload of new template for rules of procedure of liaison committee.

5. Orientering om økonomien/Financial statement - by Head of Department and Financial Controller

The Head of Department and the financial controller reviewed the annual accounts for 2023. The result is positive; The Department comes out with a total saving of DKK 5 million. However, it is not yet known whether the department can keep the saving for future use. External funding and overhead again set a record compared to previous years.

Q: Employee side asked if the budget for 2024 takes into account the significant salary increases for 2024.

A: The answer is that AU will be compensated, but maybe not until 2025. The higher salary increase may mean that insufficient salary fund has been applied for in individual grants.

Q: Employee side asked if the Research Support Unit (Forskningsstøtteenheden) are aware of the salary increases.

A: It can be difficult for the Research Support Unit to know the outcome of collective agreements, but the unit do adjust as soon as new figures are known.

6. Optakt til de årlige lønforhandlinger/Prelude to the annual salary negotiations – by Head of Department and HR

Head of Department informed about the process for the annual salary negotiations.

In the period 1 February 2024 – 25 February 2024, employees had the opportunity to provide information for use in the salary negotiations – this year by mitHR. No challenges have been experienced with mitHR.

All negotiations will be carried out at the 31 March 2012 level – apart from one-off bonuses that will be at the current level. As a general rule, all supplements are pensionable. However, one-off bonuses are not pensionable. Agreed pay increases will come into force from 1 April 2024.

All employees who have submitted their proposal for pay negotiation in mitHR no later than 25 February can expect to be informed about the result no later than end of June.

The senior management team (Universitetsledelsen) has set the framework for the salary negotiations 2024 up to 0,5 % of the previous year's payroll costs. The salary negotiation budget for salary negotiations 2024 is for supplement for qualifications/supplement for responsibilities, reclassifications, and one-off bonuses.

Negotiations at Department of Biomedicine takes place **29th April to 7th May 2024**.

Negotiating Union Representatives will be booked by HR as soon as possible. It is noted that the academic trade unions (FAS, DM/JA, PharmaDK and YL) also in 2024 want a collective negotiation with Head of Department.

Head of Department, also this year is looking forward to good and constructive negotiations.

HR added that if the union representatives want to recommend employees in addition to those who applied themselves, recommendations must be sent to HR not later than 2nd April 2024.

The union representatives will receive recommendations from the management team early April.

The union representatives for Foreningen af Speciallæger (FAS) informed that the academic union representatives also this year will request access to all academic salaries at the department, this includes professor salaries and other who can negotiate themselves.

7. Arbejdsmiljøstatistik for 2023 (only in Danish)/Occupational Health and Safety statistics 2023 - by Head of Department

Head of Department informed that the submitted data provide an overview of absence due to illness, work-related injuries, and the use of psychological counselling both on faculty and department level. The departments at Health are different and this is reflected in the figures.

Absence due to illness does not differ significantly compared to the other departments.

Biomedicine has more work-related injuries compared to the other departments – it is not strange since Biomedicine has a high activity in laboratories and in the animal facilities – most injuries are related to mouse or rat bites or sting injuries.

The number of psychological counselling enquiries are below the average at Health despite of the size of the department.

8. Opfølgning på årets MUS og kompetenceudviklingsindsats/Follow-up on the SDD process and competency development initiatives - by Head of Department

Head of Department informed that in accordance with the annual cycle for SDDs, the local liaison committee again this year must follow up on the year's SDD process and the competency development initiatives on an annual basis. The overall purpose of the follow-up is to ensure that the local SDD process and competency development initiatives are discussed. The discussion of the competency development initiatives should focus on whether the approach to competency development is strategic and focused. The discussion of the competency development initiatives must cover the competency development initiatives which require specific funding (courses and supplementary training) and the learning activities which take place at work on a daily basis. When discussing the learning activities which take place at work on a daily basis, it is important to discuss whether this leads to positive results and whether techniques and methods are used on a daily basis to ensure continuous development of competencies and staff (e.g. peer-to-peer training, mentor schemes, knowledge sharing, development feedback etc). The goal is to ensure that the local SDD process and competency development initiatives are discussed regularly in a systematic way in order to find out whether any changes or improvements are required. Chair and vice-chair will prepare a brief written statement and summary regarding the SDD's and competence development for HSU's annual collection on MUS/GRUS and competence development to the HSU meeting of 8 May 2024.

Q: The employee side asked if we could check whether all SDD's are held.

A: The answer is, that we can only check if all group leaders and employees use mitHR to prepare their SDD's. In the email from Head of Department it was stated that if you as an employee were not invited to SDD by end of November 2023, you can contact the secretariat. Head of Department expects everyone to use mitHR to conduct the SDD's in 2024.

Q: The employee side asked if the management team considers continuing with Group Development Dialogues in 2024.

A: The answer is that it will be considered to do it in 2025– it is time consuming, but also rewarding to have the joint discussions.

Q: The employee side asked if the management team could consider extending Group Development Dialogues to TAP-employees.

A: The management team will consider the proposal.

HR informed that it is possible for the Department to order a SDD course for the management team and group leaders at Biomedicine before SDD 2024:

<https://medarbejdere.au.dk/en/administration/hr/organisational-learning-and-development/leadership-development/vaerktoejskurser-for-ledere/sdd-course-for-management-groups>

The committee discussed that both the group leader and the employee are responsible for preparing for SDD and for contributing to a good and constructive SDD.

The committee also discussed competence development and different possibilities for funding competence development activities and in addition to applying for department funding.

The employee side encouraged that career development dialogues includes TAP-employees as well. Head of Department informed that the initiative of career development dialogues is a new activity and initially for younger, fixed-termed researchers.

The employee side praised the department initiative with focus on the group leader role.

9. Status forskningsevaluering/status Research evaluation - by Head of Department

Head of Department informed of the process and timeline. The report is not completed yet but since the evaluation panel will visit the department before summer holiday (24-25 June), it is expected to be completed shortly. When the panel visit the department, they will have meetings with the management team, the research theme coordinators and some of the employees working at Biomedicine and/or at the Hospital. The panel will finalize their visit by writing a report with recommendations to the Department on how to improve research.

Q: The employee side asked if it is possible for the committee to see the report before the board receives it and encouraged to include “aftagerpanel” – a panel with people employing candidates from the department in the report.

A: Head of Department concluded that the timeline is tight, but it will be considered. It is first time the department and the faculty of Health performs a research evaluation. It is expected that the research evaluation will take place every 5th year. Head of Department informed that the department has a challenge regarding including data in the report. Some research takes more than five years before publishing etc. It has been discussed to include a value discussion at the department, but it is time consuming and therefore not possible to carry such a process out for use in this report. Head of Department informed that he has reviewed the old strategies and if he looks 10 years back, all the department goals are achieved.

The Employee side encouraged to write in the report, that all goals set are achieved.

The employee side pointed out that maybe the report misses a section of equality and diversity.

10. Highlights fra LAMU, FAMU samt FSU og HSU/Highlights from LAMU, FAMU and FSU og HSU

The LSU members are encouraged to familiarize themselves with the minutes of the meetings.

Material from meetings can be found:

Local occupational health and safety committee (LAMU) can be found [here](#).

Faculty occupational health and safety committee (FAMU) can be found [here](#).

Main occupational health and safety committee (HAMU) can be found [here](#).

Faculty Liaison Committee (FSU) can be found [here](#).

Main Liaison Committee (HSU) can be found [here](#).

11. Eventuelt/AOB

The employee side raised an awareness of the fact that as an employee it can be difficult to navigate through different opportunities when family challenges arise, it could be seriously ill children. Especially if you are an international employee this can be challenging and maybe you have not “earned” the rights to use different family related opportunities or the right to paid maternity/paternity leave.

HR encouraged to contact HR if such a challenge arise – the group leaders can also ask on behalf of their employees.

The committee discussed if it is an onboarding issue but also concluded, that we can't inform of all different issues that may not arise for all.

The employee side informed that statistics show that not enough laboratory technicians are trained to replace those who retire in the future – and therefore also encouraged to train more technicians at Department at Biomedicine.

The employee side informed that the “Erhvervsakademiet” would like to visit the employers and hear about the future needs to the teaching and training.