

### Meeting the 6<sup>th</sup> June 2023, at 12.00-14.00 o'clock.

#### Local Liaison Committee meeting (LSU)

#### Department of Biomedicine

**Meeting room:** 1115-151B

**Participants:** Thomas G. Jensen; Morten Schallburg Nielsen; Thomas Juhl Corydon; Ina Maria Schiessl; Bertha P. Beck Mortensen; Rikke Nielsen; Marie Louise Næstholt Dahl; Bettina Winther Grumsen; Anne Flensburg; Agnete Larsen; Gitte Fynbo Biller; Erling Melchior Dammand;

**Cancellations from participants:**

Jani Kær; Sâmia Joca; Esben Thorup Boel;

**Guests:** Birgitte Mønster Christensen; Kenneth Brodersen Kronow;

**Minute taker:** HR Partner, Pia Lind Lunau Kristensen

- 1. Godkendelse af dagsorden/Approval of agenda** - By Head of Department  
Agenda approved.
- 2. Godkendelse af referat af møde 21. februar 2023/Approval of minutes from the meeting 21<sup>st</sup> February 2023** - By Head of Department  
Minutes approved.
- 3. Orientering om økonomien/Financial statement** - By Head of Department and Business Controller  
Head of Department informed of the economic result 2022, the financial report and the budget 2023 (ØR1). No surprises in the result for 2022 meaning that the result was in balance even though the extra costs due to energy prices.  
The controller informed that the Department has a saving for DKK 2 mio., but it is not known when the Department can spend the saving. In 2023 (ØR1 2023) a surplus of DKK 3 mio. is expected. Compared to the budget (primo) 2023 it is expected to receive less STÅ-income because the students do not finish within estimated time, on the other hand lower expences due to energy consumptions are expected as the energy prices have fallen.  
The Department is very successful regarding external funding incl. overhead. In 2022 the external funding was about DKK 220 mio. – the highest level at the Department so far. External funding increase to about DKK 235 mio. in 2023.  
Head of Department added that there will be economic challenges in the future – 1) rent for Buildings, the price will increase and is included in the budget and the Department can afford it but prioritizing is necessary 2) extra cost to the central administration increase with 12%. The resources are for many activities like it-licenses, teaching development, CED, it-equipment etc. The extra cost for Biomedicine might be about DKK 5 mio. per year.  
Head of Department added that it seems that the foundations are open to discuss higher overhead in recognition of the extra costs to research, recruitment, equipment etc. A committee between large private foundations and the universities are discussing the challenges and possible solutions.

LSU discussed that the organization is growing, both centrally and locally at the Departments. The Department recognize that to receive money (external funding) costs money due to extra

administration, square meters etc. The Department management has decided that the research groups must contribute to the increased costs.

The controller added that the extra costs is from 2025 and gives the Departments the possibility to plan and find solutions regarding the increased costs before the increase occur.

LSU discussed what does it mean that the department is growing.

Head of Department informed that in the last couple of years the Department has grown, which means that costs to rent, core facilities etc. also increase.

Head of Department added that it means that the Department must discuss if the Department should grow further or if it is already grown to the maximum.

That is also why the Department already discuss how to use the square meters – and try to optimize as much as possible.

Head of Department informed that discussions of establishment of a possible new Neuro hub in Aarhus is taking place including whether Biomedicine can accommodate some new activities. Head of Department is not sure it will be a good idea to take the responsibility of this – it may be better to establish in Skejby and as a collaboration between departments.

LSU discussed whether a new neuro hub also includes new recruitments or if the relevant employees already are at AU.

Head of Department concluded that the hub might include employees already hired at AU or Aarhus University Hospital and that there will also be a need to hire new and extra employees.

LSU discussed that if a new hub is established there will be a need for extra resources in the core facilities, animal facilities etc.

#### **4. Arbejdspladsvurdering (APV) - status/Workplace Assessment (WPA) – status - By Head of Department and Leader of the Occupational Health and Safety group**

##### **Email policy**

As follow up on WPA an email policy for the Departments has been drafted by LAMU.

LSU discussed the draft and as a supplement to the AU email policy for employees. The local policy deals with expectations between managers and employees – when can you expect an answer, when to use autoreply etc.

LSU discussed that the policy should not only deal with emails but also other social medias, text messages, whatsapp etc. and that the management team and group leaders are role models.

LSU discussed that the policy is not rules for when you are allowed to work and send emails, but a policy of when you can expect employees, colleagues to read and answer the emails.

If you, in a group, agree that you can use other media than those AU made available, it is okay. It is important to be aware that it can be perceived as a pressure to use all kinds of media.

LSU discussed that it is an important signal to send that most of us need to take time off and keep working time and leisure time separated.

LSU discussed if email policy is the correct word – maybe communication policy is a better word.

The leader of the Occupational Health and Safety group will draft a new version based on the comments from LSU and input from other committees.

##### **The special report and note of offensive behaviour**

Rambøll have made a supplementary analysis of offensive behaviour at AU and to avoid offensive behaviour at AU. Rambøll also made their recommendations to local activities. The report focuses on six selected themes: Omgangstone og konflikthåndtering/tone and handling of conflicts, lederens rolle/the management role, fællesskab og ensomhed/community and loneliness, psykologisk tryghed/psychological security, at tale med nogen om uønsket seksuel opmærksomhed/someone to talk to if unwanted sexual attention, diskrimination og stress/discrimination and stress.

LAMU will include the themes in the WPA activity and action plan for the Department. LSU is welcome to give input for activities etc.

Head of Department added that also Biomedicine experience offensive behaviour, which can be seen in the last WPA – not much, but one case is one to many.

LSU discussed that it is important to inform new employees who they can contact if they experience challenges. The Union and the safety representatives are central roles as well as the management team and group leaders.

LSU discussed that culture can influence how we communicate and how others experience communication they witness. We communicate differently and from different roles, expectations, requirements etc.

Head of Department acknowledged the need for the organisation to be able to see that bad behaviour is not okay, is taken seriously and will be handled.

LSU discussed that individual cases and due to legal matters often can't be communicated – maybe we can find a way to communicate about cases in more general terms and without exposing the parties involved.

LSU did not have proposals for further activities to the WPA action plan but agreed that everyone has an obligation to intervene if they experience bad or offensive behaviour.

After the meeting the following articles were distributed:

<https://www.nature.com/articles/d41586-023-01708-4>

<https://www.nature.com/articles/d41586-023-00419-0>

#### **5. Status og evaluering af de årlige lønforhandlinger/Status and evaluation of the annual salary negotiations - By Head of Department**

The status of this year's negotiations is that the negotiations were concluded in May. HR is now working on sending the result to all who has applied or has received a pay increase.

Head of Department has a wish that as many as possible receive a pay increase, which means that the individual employee may find that his or her pay increase is not that big.

Four academic union representatives chose to negotiate together again this year. It is a major negotiation, but it was a good experience for all involved.

Head of Department thanked the union representatives and HR for their efforts.

#### **6. Kriterier for de årlige lønforhandlinger 2024/Criteria for the annual salary negotiations 2024 - By Head of Department**

LSU has previously approved local criteria used in the annual pay negotiations.

LSU discussed whether the local criteria should also be applied in connection with salary negotiations in 2024, or whether new criteria should be formulated.

Some of the employee groups can't see that elder or more experienced colleagues are sufficiently covered by the criteria and therefore find it difficult to formulate why they think, they should have a pay increase.

The employee side will discuss whether the criteria are still adequate or whether the employee side will give proposals for new and/or updated criteria. The point will be discussed at the next meeting.

#### **7. MUS 2023/SDD 2023 - By Head of Department**

There is a wish for a discussion of whether there is a need for special local themes as well as questions that are generally to be asked and discussed at the annual staff development dialogue (SDD/MUS) review in addition to the questions already stated in the dialogue form.

Head of Department informed that AU is working on launching the new MUS/SDD module in the

mitHR system. At the moment we do not know whether it will be reached for this year's MUS/SDD. The dialogue forms are still available at the web site:

DK: <https://medarbejdere.au.dk/administration/hr/kompetenceudvikling/mus/for-medarbejdere>

UK: <https://medarbejdere.au.dk/en/administration/hr/competency-development/staff-development-dialogue-sdd/for-employees>

Last year all employees at Biomedicine received an email from Head of Department before the MUS/SDD and with inspiration to preparation for the employee and the leader before the MUS/SDD.

Head of Department informed that the email this year will contain some changes and include, for example, that we at the Faculty have decided to focus more on career development. The career development will have a focus on "where do you see yourself now, in a year, in three years etc." Career development is not only for academic/scientific staff.

Head of Department informed that the Department will appoint a Career Ambassador or advisor. It has not yet been decided how the appointment can be made.

FSU has discussed that it is difficult to describe career paths for the technical administrative staff (TAP-employees).

LSU discussed that as a group leader, you can have the challenge that not being able to keep all employees and can't take the responsibility for ensuring everyone another job or good possibilities elsewhere at AU or outside AU.

Head of Department agreed that everyone has a responsibility themselves.

LSU discussed that maybe career and competence development is a better framing.

LSU also discussed that another important focus point is that it is important that the MUS-/SDD leader and the employee discuss expectations – the experience at the department right now is that misunderstandings about requirements and expectations can lead to difficult cases. LSU discussed that right now the department has the focus and the awareness, but not at the moment proposals for how to avoid this in the future.

LSU discussed to find the right competence development it is also important to know the direction/the strategy and that it is important that qualifications and competencies are updated – to secure own market value - if employees want to or are forced to change job.

Head of Department assured that all employees are extremely important to the department.

LSU discussed that at the moment there is a good and high employment rate and a challenge can be to retain. But it is also in good times that you need to prepare for times that are less good or more difficult.

Head of Department summed up that this year's MUS/SDD must focus on shared responsibility for career and competence development.

## **8. Highlights fra LAMU, FAMU samt FSU og HSU/Highlights from LAMU, FAMU and FSU og HSU**

The LSU members are encouraged to familiarise 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](#).

Head of Department informed about bibeskæftigelse/sideline job with a deadline of 1<sup>st</sup> March 2024. Everybody must enter their sideline employment in PURE – please find more information here: <https://medarbejdere.au.dk/en/administration/hr/recruitment-and-employment/sidelineemployment>

**9. Eventuelt/AOB**

LSU would like to encourage all employees to upload a (professional) photo of themselves of their PURE profile.

If you do not have a photo of yourself you can register for staff photo here:

<https://medarbejdere.au.dk/en/administration/communication/photography>

**Please remember:**

The Department Day 16<sup>th</sup> June and

The Faculty party 18<sup>th</sup> August: <https://events.au.dk/facultyparty23>