

**08 February 9.30 – 11.30**  
**Meeting room 1671-234**  
**Steering Committee Meeting**

Present: Søren Bom Nielsen, Lene Kjeldsteen, Jan Piotrowski, Charles Lesher, Mads Faurschou Knudsen, Thomas Lund Hansen and Karen Engell Dalsgaard (minutes), plus :Research committee chair David Lundbek Egholm, and teaching committee chair Bo Holm Jacobsen.

**Agenda**

1. Approval of agenda and minutes
2. Recruitment  
Discussion of the department recruitment plan. Bo Holm and David Lundbek participate on this agenda.
3. News from the research committee  
David Lundbek presents news from the committee.
4. State self-insurance  
Discussion of implications for the department and projects that we are self-insured.
5. Messages
  - a. Salary negotiations
  - b. ØR1 in process
6. AOB

**Ad 1 - Approval of agenda, minutes**

Minutes and agenda were approved.

**Ad 2 - Recruitment**

The recruitment plan was presented and discussed. Most items on the recruitment list are progressing according to plan. However it was decided that the recruitment committee should meet and consider alternative options where necessary.

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### Ad 3 – News from the research committee

David Lundbek Egholm presented the main points of the committee's work:

- Research application support for improving the department's chances for external funding
- Recruitment plan (and text for announcements)
- Women in science
- Feedback for positions

He stressed that the role of the committee is an advisory role in relation to the department's management.

### Ad 4 - State self-insurance

The fact that the university and other state institutions are self-insured means that we have no insurance company to pay, when accidents happen.

Prompted by an actual case where a department car has been involved in a minor, but relatively expensive, accident, it was discussed where such bills should land. In this case it was decided that the department would shoulder the bill. This led on to a discussion on what happens if employees cause damage and injury on others for instance in traffic as such cases can be extremely costly. Lene will check.

### Ad 5 - Messages

Salary negotiations will start this week. Everyone will receive a mail on how to proceed.

ØR1 is now in process and project economists and controllers will be coming round to hear more about expectations.

### Ad 5 – AOB

Charles suggested that postponed agenda items could go on the to-do list, so we don't forget them. Karen will take care of that. The status on the to-do list must appear on agenda together with approval of agenda and minutes. Lene will take care of that.

The chairman of the lab committee will be invited to present the committee's work at the next meeting.

### To-do list

	What	Who
1	Remember this list on the agenda	Lene
2	(From last meeting) Send keywords to Lene on subjects for discussion	All
3	Invite chairman of the lab committee to the next meeting	Lene
4	Check insurance conditions in case of accidents	Lene