

08 September 10.30 – 12.00
Meeting room 1671-234

Steering Committee Meeting

Present: Søren Bom Nielsen, Lene Kjeldsteen, Charles Leshner, Jan Piotrowski, Mads Faurschou Knudsen, Esben Auken, Karen Engell Dalsgaard (minutes), Thomas Lund Hansen

Agenda

1. Approval of agenda and minutes
2. To-do list
Status on the to-do list items
3. Economy
 - Presentation of the preliminary ØR3 budget
 - Status on NLL economy
4. New head of secretariat
Discussion of how to proceed.
5. Strategy Seminar
Planning of a strategy seminar in autumn 2017. Should we have a team-buildign follow-up for the steering committee followed by a strategy seminar for all tenured staff.
6. Lab technicians
In view of the personnel situation in the labs with long term sickness and a coming maternity leave there will be a discussion of possible solutions/work arounds.
7. AOB

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Page 1/2

Ad 1 - Approval of agenda and minutes

Minutes and agenda were approved.

Ad 2 – To do list

New cars (long term investment). This will be discussed at the next meeting. Prices will have to be compared as well as the price difference between buying and leasing.

Insurance will be discussed at the next meeting.

Ad 3 – Economy

The Geoscience financial report was sent to the faculty on September 1. Results are on track compared to the budget and all were encouraged to stick to the budget for expenses.

NLL will be discussed on a strategy meeting on September 25. Lene has sent calendar invitations.

A walk-through of the budget was postponed to the next meeting.

Ad 4 - New head of secretariat

Lene has handed in her resignation and her position has been advertised. It is necessary to have a plan in place for the development of the secretariat since more and more HR tasks are being moved from HR to the secretariat. The new head will be in charge of finding a replacement for Lone when she retires.

A new head could be in place by December.

Ad 5 - Strategy Seminar

The steering committee will meet on September 25 to discuss the contents and form of a strategy seminar for all VIPs.

At this meeting the NLL situation will be discussed as well as rules for financial transparency.

Ad 6 - Lab technicians

The labs are struggling with difficulties due to long term sickness and an upcoming maternity leave.

A replacement must be found for the maternity leave and temporary help is needed in the case of the long term sickness.

Charlotte is no longer in charge of the working environment and thus she will have more free time for lab work.

Ad 8 – AOB

Simon Ejlertsen has resigned and Esben is searching for a new electronic technician. The position has been advertised.

There will be an introduction to the new center WATEC on September 14 from 10-12. The introduction will take place in building 1120, 4th floor.

To-do:

	What	Who
1	New Cars (long term investment) up on next meeting	Lene/Søren
2	Insurance on the agenda for next meeting	Lene
3	Strategy meeting on September 24.	All