Minutes of meeting in the Department Council

**Tuesday December 20, 2022, 12:15-14:00**

(The meeting took place in O99)

**Attendees**:

Kurt Klaudi Klausen, Pernille Seier Hansen, Bess Egede Rogers, Vincent Keating, Jaume Castan Pinos, Hendrik Huelss, Marianne Ulriksen, Louise Kjærgaard, Rasmus Hørby Sindberg

**Cancellations:**

Josefine Lørup Brandt, Melike Wulfgramm, Tina Guldbrandt Jakobsen, Silas Toftemark

**Chairperson**:

Signe Pihl-Thingvad

**Agenda**

1. **Announcements from Head of Department**

Signe welcomed Rasmus who is the new student representative in the Department Council. Rasmus is a first semester student from the bachelor programme in Political Science and has been elected as a member of the Department Council by SIO. Rasmus told the Department Council that student representation is important, and that he looks forward to the work in the Department Council in the coming years.

Signe also announced that the new Scholarly Qualification Matrix is now finished and ready for use when we assess candidates for new positions at the department. The new Scholarly Qualification Matrix is based on the REEAD-principles, which means that applicants will now be assessed on a number of criteria within each of the following dimensions:

* Research
* Education
* External funding
* Academic citizenship, management and leadership
* Dissemination and societal relevance

Signe thanked the Department Council for their inputs in the process, which has been very helpful. From this point on, all assessments for new positions will be made based on the new SQM, which can be found [here](https://www.sdu.dk/en/om_sdu/institutter_centre/i_statskundskab/ledelse-og-administration/strategi).

Another thing Signe pointed out is that the new government has reported that it wants to reorganize up to half of the master programmes at the universities. We do not know exactly how it is going to turn out yet, but it will probably affect us in some ways. We will therefore do our best to prepare us, while we wait for further clarification.

Finally, the faculty has started a process to develop a new strategy for SAMF that will be able to deal with the opportunities and challenges that comes with a future with smaller youth cohorts and a changing funding landscape. At the same time, the new strategy will feed into the AACSB-process, where it will be used as a part of the faculty's self-evaluation report. The new strategy will be based on the existing mission and vision for SAMF, and the Faculty Management has together with the Heads of Department identified four core values which form the strategic foundation. This includes internationalization, regionalization, quality, and relevance. Signe noted that she does not think the strategy will affect us much because our strategy is aligned with the new strategic foundation.

1. **Announcements from Head of Studies**

Melike was unfortunately not able to be present at today's meeting, but Bess said that a handbook for teaching assistants employed at the department has been developed. The purpose of the handbook is to clarify expectations and give information on where to find help.

Bess also informed the Department Council that Melike has decided which courses will be available in the spring semester 2023 based on course registrations. Almost all courses will be available except for the master programme course in Political Science "Efterretningsvirksomhed i demokratiske samfund" because of too few registrations.

Furthermore, the deadline for the master programme in Sønderborg has been extended to September 15, 2023. It is our assessment that we need more time to strengthen the application as well as our dialogue with the stakeholders in the surrounding society.

Finally, Bess told the Department Council there has been developed an E-learning module for students that write a master thesis in political and social science on itslearning, and that we will look into making a similar module for the bachelor programme. In relation to this, the Department Council discussed the possibilities and limitations of digital formats for teaching. Everyone agreed that the department should continue to experiment with and develop these formats, but that it should be treated as a supplement to raise the quality of our teaching.

1. **The presence of staff at the department and how it affects our work and study environment**

Signe told the Department Council that it is now written into our staff policy that staff should be present at the department at least three days a week on average unless you travel, participate in a conference, write a monography or it is the start of January of August. However, we are not sure that this is the case right now, and we will discuss it further in the Management Group in the start of the new year.

After this, there was a discussion about the presence of staff and how it affects the work and study environment. There were many good perspectives of why people choose to work from the office or at home and what we can do increase the presence of staff at the department. We will take the input of the Department Council with us in our work moving forward.

1. **Revised staff policy**

Signe informed the Department Council that we have been working to revise our staff policy. In the current draft, there have only been made minor adjustments, which include:

* We have updated the policy on presence of staff
* There is some information about our onboarding policy and mentorship programme
* Broken links have been updated

The Department Council did not have further comments on the staff policy, so there will only be made minor adjustments this time around.

1. **Evaluation of this year in the Department Council and proposals for themes next year**

The last item on the agenda was an evaluation of the past year in the Department Council, where the members raised the following points:

* Several members said that we should increase our communication about what is going on at the department. Signe agreed on this and going forward we will therefore work to write short news mails after meetings in the Management Group
* Several members showed an interest in the department's language policy, and we will therefore put it on the agenda on one of the meetings in the Department Council next year

**Best regards,**

Signe Pihl-Thingvad

Head of Department

Department of Political Science and Public Management