IT University
of Copenhagen

For the Members of the Board

12 September 2012

Confidential Items are marked in grey and are only for the Board´s own use. This applies to enclosures marked in grey as well.

The rest of this document and enclosures are Publicly Available Information.

Agenda for the IT University Board Meeting on Friday, September 21, 2012, at 14:00 – 17:00, in Room 3A20/28, IT University of Copenhagen, Rued Langgaards Vej 7, 2300 Copenhagen S

Please note, that Joseph Roland Kiniry has got a new job and will not attend the meeting.

Public items:

1. Approval of the minutes from the previous meeting (decision)

2. Follow-up on result goals and strategy goals (briefing)
   Enclosure 1: Follow-up on Development Contract Goals for 2012 as of June 30, 2012
   Enclosure 2: Follow-up on Strategic Goals for 2012 as of June 30, 2012

3. Half-year accounts and prediction for the result of 2012 (briefing)
   Enclosure 3: Half-year accounts of IT University of Copenhagen as of June 30, 2012

4. Draft of strategic focus areas and framework budget 2013-2017 (decision)
   Enclosure 4: Overview of Goals for 2013
   Enclosure 5: Framework budget 2013-2017

5. Discussion of balance (discussion)
   Enclosure 6: Plan for professor openings
   Enclosure 7:

Confidential items:

6.

7.
   Enclosure 8:

Public items:

8. Follow-up on Discussion of IT Strategy (briefing)

9. Follow-up on Globalisation Strategy (briefing)
   Enclosure 9: Plan for Developing Globalisation Strategy 2013-2016

10. Rules of Procedure review (decision)
   Enclosure 10: Rules of Procedure (2011-11-25)

11. The Board´s self-evaluation 2012 (decision)
   Enclosure 11: ITU Board Self-evaluation Questionnaire

12. New Audit Agreement (decision)
   Enclosure 12:

13. Questions regarding mail delivered briefings (briefing)

14. Any Other Business

The Management´s comments on the agenda

Public items:

Item 1: Approval of the minutes from the previous meeting (decision)

No comments to the minutes from the meeting on April 20, 2012, have been received.

Recommendation:

The Management recommend that the minutes be approved.

Item 2: Follow-up on result goals and strategy goals (briefing)

Enclosure 1: Follow-up on Development Contract Goals for 2012 as of June 30, 2012

Enclosure 2: Follow-up on Strategic Goals for 2012 as of June 30, 2012

Concerning the goals from the Development Contract (reported in Enclosure 1), it should be said that some of the goals require the setting up of new measuring mechanisms, which we have not done yet. That applies to M2 (employment compared to national average) and completion rates for MSc students (M5). A couple of yellow goals depend on how some students perform during the months of August and September (M1 and M4/U5). The only red goal is about external research funding (M9/U30), but if we reach the current forecast of 28 million DKK in 2012, that is still going to be the largest amount of external funding the ITU has ever spent in one year. In particular, the goal (M6) concerning external funding from other sources than the Danish State is satisfied, in part because of success with EU applications. The goals on globalisation (M13/U25 and M14/U26) are satisfied. The goals concerning efficiency (M15 and M16) are also satisfied.

Concerning the internal goals (reported in Enclosure 2), we note that the goals U1 and U2 concerning number of students admitted are satisfied. At the same time, the entry requirements on the bachelor programmes have increased. Also, goal I4 concerning volume of part-time teaching is satisfied. Goals U7 concerning use of LearnIT is red, because EBUSS does not use LearnIT. We do not yet have the data necessary to know how teaching room utilisation is developing (U12). Otherwise, most goals are green. In particular, the university has now migrated to use a locally hosted Outlook as its Calendar and Mail system. The goals to watch out for are: creation of ResearchIT (U22); exchange agreements (U23); prioritization mechanism for research support (U29); new, significant research collaboration (U31) and the timely completion of PhD students (U36).

Item 3: Half-year accounts and prediction for the result of 2012 (briefing)

Enclosure 3: Half-year accounts as of June 30, 2012

Please refer to the enclosure.

Item 4: Draft of strategic focus areas and framework budget 2013-2017 (decision)
Enclosure 4: Overview of Goals for 2013
Enclosure 5: Framework budget 2013-2017

The framework budget for the coming years (Enclosure 5) is prepared on the basis to the overview of goals for 2013 (Enclosure 4) and a list of wishes from the organisational units.

The framework budget includes funding for building up the business corner of the ITU triangle; increasing the number of professors to 6 in 2013 and 8 in 2014; taking over the 5th floor; and continuation of the funding for strategic areas.

In addition, the budget continues the allocation of approx. 2.9 million DKK a year for projects and investments that follow from the strategy. The pipeline of potential investments/projects that compete for these funds include: Identity Management; outsourcing of services; Travel- and Expense System; Digital Thesis and Individual Project Hand-In in LearnIT; ESDH project; VDI pilot project; Room Booking System.

We shall contact the Ministry of Education and request co-funding for increasing the number of PhD students admitted beyond the 11 a year that have hitherto been the assumption for the coming years.

Recommendation: Please refer to Enclosure 5, page 1.

Item 5: Discussion of balance (discussion)
Enclosure 6: Plan for professor openings
Enclosure 7:

Both at the Foresight Panel Meeting and at the Board Strategy Seminar in June 2012, the importance of various forms of balance (balance within the ITU triangle; gender balance) were discussed. In response, the Department has developed the enclosed plan for professor openings and taken steps concerning the gender balance. The Management will be interested to discuss these developments with the Board.

Confidential items:

Item 6:

Item 7:
Enclosure 8:

Public items:

Item 8: Follow-up on Discussion of IT Strategy (briefing)

Following the discussion of IT strategy at the Board's Strategy Seminar, here is a list of activities from the IT strategy that we will focus on in the coming 18 months:

- Organisational development in the IT department, including outsourcing;
- Pipeline of projects (from the strategy document):
  - Mail and Calendar: the migration to the hosted Outlook solution was carried out during Summer 2012. The next step, scheduled for autumn 2012, is to move to the Cloud-based Outlook solution.
  - IT Security (DS484). Focus will be on Identity Management. An architecture was decided earlier in 2012. We will now explore the possibility of acquiring an Identity Management System in autumn 2012, which we can gradually add services to in 2013.
  - Bring your own device: the wish is to gradually reduce the number of generic teaching PC's and instead provide a virtual desktop solution which students can use on their own computers. Scheduled for 2013.
  - Remote access: no current projects planned
  - IT-based learning: the plan is to improve day-to-day operations of LearnIT, increase the number of courses that use LearnIT and then conduct an evaluation of LearnIT (2013).
  - At least two projects aimed at increasing efficiency:
    - Mail and Calendar (see above)
    - Electronic Invoicing
    - Personnel System (implementation in 2012, benefits to be harvested from 2013)

Item 9: Follow-up on Globalization Strategy (briefing)

Enclosure 9: Plan for Developing Globalisation Strategy 2013-2016

Recall that it was decided to postpone the revision of the globalisation strategy; here is the plan that we now follow. It involves extensive involvement of internal stake-holders, aiming at final approval at the Board Meeting in April 2013.

Item 10: Rules of Procedure review (decision)

Enclosure 10: Rules of Procedure (2011-11-25)

The Rules of Procedure are reviewed yearly by the Board to ensure that they are always adjusted to the demands of the University.

Recommendation:

In the autumn 2011 the Rules of Procedure were carefully considered and in November 2011 decided on and approved of. In the spring 2012 two minor changes were made, as a result of the decisions made at the previous Board Meeting and the following discussions with the ministry on the revised Regulations of the IT University of Copenhagen. The Board was informed of these

minor changes at the Board Meeting on April 20, 2012. Thus, the Management recommends that the Rules of Procedure continue as previous decided on and approved.

Item 11: The Board´s self-evaluation 2012 (decision)

Enclosure 11: ITU Board Self-evaluation Questionnaire
According to the Rules of Procedure, the Board must do a yearly evaluation of its work, an evaluation of the work of the Management and of the cooperation between the Board and the Management of the IT-University.

Recommendation:
Based on the Self-evaluation Questionnaire, the following procedure is recommended:

1/ Each member of the Board receives a questionnaire in the end of September 2012. The questionnaire is filled in and returned by e-mail to the Chairman of the Board, e-mail: jli@newmail.dk (with cc to gigr@itu.dk*) on **Friday 12 October, 2012**, the latest.*

2/ With the filled in questionnaire as starting point, the Chairman of the Board has a talk with the members of the Board – separately, if necessary. These talks will be scheduled by agreement with the parties in question.

3/ As an item on the agenda at the Board Meeting on November 23, 2012, the Chairman of the Board will present his observations from the talks with the Board Members and lead a discussion of any identified problems. The item will be confidential and can take place without the presence of the Management.

Item 12: New Audit Agreement (decision)

Enclosure 12:
The present agreement for 2011/2012 is running out, and a new agreement for 2012/2013 must be entered.

Recommendation:
The Management recommends that the proposal from KPMG – see enclosure 12 – is approved.

Item 13: Questions regarding mail-delivered briefings:

The Members of the Board can ask any questions they may have to the previous sent out information:

- E-mail 2012-06-21: Signed Development Contract and Regulations
- E-mail 2012-05-21: Information about ITU accounts per March 31, 2012
- E-mail 2012-05-15: Information about ITU Workplace Assessment 2012

Item 14: Any Other Business

Yours sincerely,

Gitte Gramstrup
Assistant to the Management