



Executive Management  
Direct phone: +45 7218 5072  
E-mail: [gigr@itu.dk](mailto:gigr@itu.dk)  
Journal no.: 2014-021-0007

6 October 2014

For the Members of the IT University Board

**Comments on the minutes are kindly asked to be given in writing to the Journal ([journalen@itu.dk](mailto:journalen@itu.dk)) on October 3, 2014, the latest.**

If no objections have been received within the deadline, the minutes will be regarded as approved. Subsequently, decisions and initiatives will be effectuated and the Publicly Available Information made public. The minutes are formally approved as the first item on the next Board meeting.

If objections of essential character are received within the deadline, the revised minutes will be sent out to the Members of the Board with a **further 8 days of deadline for objections**. If no further objections have been received within this deadline, the minutes will be made public. **In the case further objections are received within this deadline, the minutes will await approval at the next Board meeting before they are made public.**

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 the document and enclosures are Available Public Information.

## MINUTES

Board meeting, September 19, 2014, at 14:00 – 17:00
--

### Present:

From the Board: Jørgen Lindegaard, Annette Stausholm, David Jay Bolter, Maria Rørbye Rønn, Sebastian Büttrich, Thomas Hildebrandt, Mark Gray and Vytautas Davidavicius.

From the Executive Management: Mads Tofte, Jørgen Staunstrup and Georg Dam Steffensen.

Regrets: Per Ladegaard



The minutes taker:  
Gitte Gramstrup

## **Public items:**

### **0. Appointment of external re-nominated board members Annette Stausholm and Jørgen Lindegaard (decision)**

(This item had been forgotten in the sent out agenda and was put on the agenda as an extra and first item.)

As Annette Stausholm's and Jørgen Lindegaard's first election periods run out by September 30, 2014, a process – according to the rules - and timetable was discussed and decided on at the board meeting on April 11, 2014:

*“Timetable:*

*28/4 – 31/5: The Recommendation Organ advertises through the IT University of Copenhagen's internet page for proposals for candidates to be external board members. At the same time, the two re-nominated candidates are briefly introduced.*

*1/6 – 30/6: The Recommendation Organ forms its list of recommended candidates to the Appointment Organ and sends the list to the board's secretary.*

*July – August: Summer period.*

*19/9: At the Board Meeting, the Appointment Organ (= the present board) appoints the two new – or re-nominated – external board members. The Recommendation Organ's list forms part (confidential) of the materiel for the meeting.”*

The Recommendation Organ, consisting of the Chairman of the Board, Board Member Per Ladegaard, Kristine Stenhuus, Employers' Panel, and Laura Watts, Academic Council, has received no further candidates than Annette Stausholm and Jørgen Lindegaard, who both want to continue for one more 4-year-long period, and recommends the re-appointment of these for their second (and last) period on the board.

On encouragement from Maria Rørbye Rønn, Jørgen Lindegaard confirmed that he would be happy to continue as Chairman of the Board. There were no objections to this.

Mark Gray was of the opinion that more effort should have been done to find more candidates and that it should be considered how to do so next time. The Chairman of the Board agreed that it is always worth considering how to proceed in these matters.



**Conclusion:**

*With the above mentioned comments, the Board (= the Appointment Organ) unanimously re-appointed Annette Stausholm as member of the board, and Jørgen Lindegaard as member and Chairman of the Board.*

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

No comments to the minutes from the meeting on April 11, 2014, had been received.

**Recommendation:**

*The Executive Management recommended that the minutes be approved.*

**Conclusion:**

*The minutes were formally approved.*

**2. Follow-up on result goals and strategy goals (briefing)**

Mads Tofte referred to enclosure 1 and 2 and the comments on the agenda, and answered a question from Vytautas Davidavicius and Sebastian Büttrich (enclosure 1, goal M1) regarding study lines with highest dropout rates and reasons for this. With respects to enclosure 1 and goal M9, Jørgen Staunstrup added that this is measured as money spent, and that it takes some time to implement the new strategy.

There were no further comments from the Board.

**3. Half-year accounts and prediction for the result of 2014 (briefing)**

Mads Tofte referred to the contents of enclosure 3 and answered questions from the board members. The fact is that things look a little better than expected one quarter back in time. On inquiry from Sebastian Büttrich, Mads Tofte confirmed the impression that the organization has reacted positively and worked professionally and effectively to continue the daily work, which managed the university to get through a little turbulence without any drastic changes. Sebastian Büttrich agreed to this impression. The Chairman of the Board appreciated the possibility of having positive results of the year and concluded that the Board was satisfied with the status given.

**Confidential items:**

4.

5.

6.



## **Public items:**

### **7. Framework budget 2015-2017 (decision)**

Jørgen Lindegaard referred to enclosure 5 with appendix and the comments on the agenda. A more specific picture will be ready for the next board meeting in November. Mads Tofte commented on the uncertainties concerning the financial result for 2015 being considerably larger than in recent years, primarily as a result of the Study Progress Reform. Annette Stausholm was concerned about the declining equity. The Chairman of the Board stated his belief in achieving a fulfillment of the goals within the end of the period.

With respects to a wish from the Mark Gray and Vytautas Davidavicius to having an amount for student activities put in the budget, the Chairman of the Board replied that a framework budget would not be the right place to put this. Instead he suggested money spent on student activities to be transparent in the ordinary budget somehow and encouraged Mark Gray and Vytautas Davidavicius to bring the issue up, when the budget 2015 is being discussed.

#### ***Recommendation:***

*See enclosure 5.*

#### ***Conclusion:***

*With the above mentioned comments, the Chairman of the Board concluded that the recommendation unanimously was approved.*

### **8. Rules of Procedure review (decision)**

The Chairman of the Board referred to the recommendation below.

#### ***Recommendation:***

*The Executive Management recommends that the Rules of Procedure, decided on and approved at April 20, 2012, are used with a single change: In § 5, subsection 1, the weekly "fredag/Friday" is erased (as a consequence of the decision at the strategy seminar on May 26, 2014, to have all the regular board meetings on Thursdays from 2015).*

*In the English translation of the Rules of Procedure, the name "the (ITU/top) Management" is changed to "the Executive Management".*

#### ***Conclusion:***

*The recommendation was unanimously approved. The Rules of Procedure were signed by the Chairman of the Board and will be sent out to the members of the board with the minutes.*

### **9. The Board's self-evaluation 2014 (decision)**

According to the Rules of Procedure, the Board must do a yearly evaluation of its work, an evaluation of the Executive Management and of the cooperation between the Board and the Executive Management of the IT University of Copenhagen.



The Chairman of the Board referred to enclosure 7, the comments on the agenda and "same procedure as last year".

**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 2014. The questionnaire is filled in and returned by e-mail to the Chairman of the Board, e-mail: [jli@newmail.dk](mailto:jli@newmail.dk) (with cc to [gigr@itu.dk](mailto:gigr@itu.dk)) **on Thursday, October 9, 2014, 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 21, 2014, 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 Executive Management.*

**Conclusion:**

*The recommended procedure was unanimously approved.*

**10. Questions regarding mail-delivered briefings (briefing)**

The Chairman of the Board concluded that there were no questions to the mail delivered briefings.

**11. Any Other Business**

- Jørgen Staunstrup gave a short presentation of board and director of ITU Business Development A/S, founded in August 2014 (as decided by the Board at its meeting in November 2013), and informed of the company's first plans.

- Mark Gray informed that this was his last meeting as member of the board. He asked the board to have a group picture taken for the current "Instagram contest" at the IT University of Copenhagen, and there were no objections to this.

The Chairman of the Board thanked Mark Gray for his contributions to the board and wished him all the best.

Respectfully submitted,

Gitte Gramstrup  
Assistant to the Executive Management