

For the Members of the Board

Executive Management
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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 Thursday, September 17, 2015, at 14:00 – 17:00, in Room 3A20/28, IT University of Copenhagen, Rued Langgaards Vej 7, 2300 Copenhagen S

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 Targets for 2015 (as of June 30, 2015)

Enclosure 2: Follow-up on the Strategic Target for 2015 (as of June 30, 2015)

3. Half-year Accounts and Prediction for the Result of 2015 (briefing)

Enclosure 3: Accounts of IT University of Copenhagen as per June 30, 2015

Confidential items:

4.

5.

6.

7.

Public items:

8. Framework Budget 2016-2018 (decision)

Enclosure 5: Framework Budget 2016-2018

9. Institutional Accreditation (decision)

Enclosure 6: Quality Policy v3

10. Rules of Procedure Review (decision)

Enclosure 7a: Forretningsorden (in Danish)

Enclosure 7b: Rules of Procedure (in English)

11. The Board's Self-evaluation 2015 (decision)

Enclosure 8: ITU Board Self-evaluation Questionnaire

12. Questions regarding mail delivered briefings (briefing)

13. Any Other Business

The Executive 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 16, 2015, have been received.

Recommendation:

The Executive 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 Targets for 2015 (as of June 30, 2015)

Enclosure 2: Follow-up on the Strategic Target for 2015 (as of June 30, 2015)

Comments on enclosure 1:

T3: Note the positive development in employment numbers.

T9: Despite the fact that different sections had different levels of goals of research funding per senior faculty, sections with high levels of goals reach goals to a greater extent than the sections with lower levels of goals. It is necessary to move resources from areas that attract little external funding to areas that attract the most external funding.

Comments on enclosure 2:

S1/T13: It is very positive, that the growth on part-time programmes was realised.

Item 3: Half-year Accounts and Prediction for the Result of 2015 (briefing)

Enclosure 3: Accounts of IT University of Copenhagen as per June 30, 2015

We refer to the enclosure.

Confidential items:

Item 4:

Item 5:

Item 6:

Item 7:

Public items:

Item 8: Framework Budget 2016-2018 (decision)

Enclosure 5: Framework Budget 2016-2018

Recommendation:

See enclosure 5.

Item 9: Institutional Accreditation (decision)**Enclosure 6:** Quality Policy v3

Follow-up on the accreditation report has been organised in 9 tracks, which are coordinated by ITU's Project Management Office. ITU is revising its quality system considerably. Key in the new quality system is a new Quality Policy. The enclosed version (v3) is still a draft and it is currently in hearing among subject area teams and the Board of Studies. Comments and suggestions have also been received from members of the Education Group. We present the Quality Policy for the Board in this unfinished form in order to solicit input from the Board.

Once input from the Board, the Subject Area Teams, the Board of Studies and the Education Group have been received, management plans to edit the Quality Policy and make the revised version the official backbone of the new quality system.

Besides the Quality Policy, the new quality system consists of a number of work processes, a number of template forms (which carry information around in the system) and last, but not least, practice in using the system.

The work processes are named in the Quality Policy. An annual wheel showing the flow of data between processes exists. Four template forms have been developed: two for the reporting from Heads of Study Programmes and the Education Group, respectively, and two for the reporting from the Programme-Specific and the Executive-Level Employers' Panel. The Study Programme Report is currently being tested in a trial run with the ten Heads of Study Programme. The employers' panels also use the new forms and reporting procedures.

Recommendation: Executive Management recommends that the enclosed Quality Policy is edited using input from the Board, from the Education Group, the Subject Area Teams and the Board of Studies and that the Board of Directors hereby give Executive Management the mandate to approve the resulting Quality Policy.

Item 10: Rules of Procedure Review (decision)**Enclosure 7a:** Forretningsorden (in Danish)**Enclosure 7b:** Rules of Procedure (in English)

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

Recommendation:

The Executive Management recommends that the Rules of Procedure, decided on and approved at September 19, 2014, are used unchanged.

Item 11: The Board's Self-evaluation 2015 (decision)**Enclosure 8: 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 Executive Management and of the cooperation between the Board and the Executive Management of the IT University of Copenhagen.

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 2015. 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 Thursday, October 8, 2015, at 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 19, 2015, 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.

Item 12: Questions regarding mail-delivered briefings (briefing)

- E-mail 2015-06-22 Information on major changes in forecast 2015
- E-mail 2015-05-29 Information on Quarterly Accounts, Q1, etc

Item 13: Any Other Business

Yours sincerely,

Gitte Gramstrup,

Assistant to the Executive Management