

Executive Management  
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October 6, 2017

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 5, 2017, at 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,<br>September 21, 2017, at 14:00 – 17:00 |
|--------------------------------------------------------|

### Present:

From the Board: Maria Rørbye Rønn, Jørgen Lindegaard, Annette Stausholm, Lars Mathiesen, David Basin, Irina Shklovski, Martin Kangas Christensen, Emma Arfelt Kock and Stig Killendahl.

From the Executive Management: Mads Tofte, Jens Chr. Godskesen and Georg Dam Steffensen.

Regrets: None

The minutes taker:  
Gitte Gramstrup

## **Public items:**

### **1. Approval of minutes (decision)**

No comments to the minutes from the meeting on April 6, 2017, had been received.

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

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

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

*The minutes were formally approved.*

### **2. Follow-up on Result Targets and Strategic Targets (briefing)**

Mads Tofte referred to the comments on the agenda and elaborated on some of the targets. T9 – the total usage of external funding divided by numbers of senior-faculty FTE – is red, but things are moving in the right direction. T 13 – admittance numbers of students in Software Development in 2017; quota 1 applicants´ grade points and the number of admitted women – is a great success. Also, T 14 – admittance numbers of students in Data Science; quota 1 applicants´ grade points and the number of admitted women – is also successful, though yellow. On inquiry from Jørgen Lindegaard regarding T10, Jens Chr. Godskesen informed that the number of admitted PhD students is linked to the external funding. The number should grow in case of more funding.

The Chairman of the Board concluded that overall it looks very well and things are moving in the right direction.

### **3. Half-year Accounts and Prediction for the Result of 2017 (briefing)**

Georg Dam Steffensen referred to enclosure 3 and elaborated on a few details. The year-end result is expected to be about minus 2 million DKK. Income has improved significantly, mainly due to an increase in student activity/faster completion bonuses. More staff is hired, funding is progressing a little and the cash flow is very good. All in all things are going well. Georg Dam Steffensen answered questions from Jørgen Lindegaard and David Basin regarding cash and cash flow. On inquiry from the Chairman of the Board, Georg Dam Steffensen informed of the rental situation. The most recent lease is from 2016.

The Chairman of the Board concluded that all in all things look very solid which is very satisfying.

**Confidential items:**

4.

5.

6.

**Public items:****7. Framework Budget 2018 - 2020 (briefing)**

Georg Dam Steffensen referred to enclosure 7 and went through the budget. He gave an overview and answered specific questions from the Board Members. There was a discussion on the pools of money, which the government has set aside to a small group of named universities, e.g. the IT University of Copenhagen. The specific distribution of these pools is not known yet. The Chairman of the Board stated that this is one of the reasons, why it is important to show our ambitions and aiming for signing an early strategic framework contract. If the IT University of Copenhagen is not getting the required budget, a new discussion on the Board will be necessary. Georg Dam Steffensen rounded the briefing by informing of completion times right on track, which is very important – also in the future. Finally, he informed of future hiring of scientific and administrative staff.

The Chairman of the Board thanked for a very throughout work and concluded that there were no comments. Executive Management has the mandate to continue the work with the framework budget.

**8. Rules of Procedure Review (decision)**

The Chairman of the Board referred to the comments on the agenda and found this to be a technicality.

**Recommendation:**

*The Executive Management recommended that the Rules of Procedure, decided on and approved on September 19, 2014, are changed so that the date in § 5, Ss 1, first item, is changed to April 15, and § 13 is deleted.*

**Conclusion:**

*The recommended changes were unanimously approved by the Board, and the revised Rules of Procedure were subsequently signed by the Chairman of the Board.*

**9. Governing Election Rules Alteration (decision)**

Mads Tofte referred to the enclosures 9a and 9b and explained the background for the changes put forward. He answered specific questions on the rules from the Board Members.

**Recommendation:**

*The Executive Management recommended that the proposition from the Chairman of the Election Committee be approved.*

**Conclusion:**

*The recommended proposition was unanimously approved by the Board and the revised Governing Election Rules subsequently signed by the Chairman of the Board.*

**10. The Board´s Self-evaluation 2017 (decision)**

The Chairman of the Board referred to the comments on the agenda. She found that the yearly evaluation so far has worked very well. Mads Tofte added that the questionnaire has been reduced and revised primarily in order to take away questions with similar or unclear contents.

**Recommendation:**

*Based on the Self-evaluation Questionnaire, which has been revised and reduced from 33 to 22 questions, the following procedure was recommended:*

- 1) *Each member of the Board receives a questionnaire in the end of September 2017. The questionnaire is filled in and returned by e-mail to the Chairman of the Board, e-mail: [mvir@dr.dk](mailto:mvir@dr.dk) (with cc to [gigr@itu.dk](mailto:gigr@itu.dk)) **on Monday, October 9, 2017, at the latest.***
- 2) *With the filled in questionnaire as starting point, the Chairman of the Board has a potential 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, 2017, the Chairman of the Board will present her observations from the filled in questionnaires and 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 by the Board.*

**11. Questions Regarding Mail-delivered Briefings (briefing)**

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

**12. Any Other Business**

There were no further comments.

Respectfully submitted,  
Gitte Gramstrup  
Assistant to the Executive Management