

April 21, 2020

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) on April 17, 2020, 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, April 1, 2020, at 14:00 – 17:00

Present:

From the Board: Maria Rørbye Rønn, Lars Mathiesen, David Basin, Lars Frelle-Petersen, Kristine Stenhuus, Mircea Lungu, Karina Garnier Christensen, Sebastian Mateos Nicolajsen and Sophia Aumüller-Wagner.

From the Executive Management: Martin Zachariasen, Jens Chr. Godskesen and Georg Dam Steffensen.

From Ernst & Young: Peter Gath and Morten W. Larsen (item 1-4).

From the IT University of Copenhagen: Jannik Møller Søndergaard (item 1-4).

Regrets: None.

The minutes taker:
Gitte Gramstrup

Public items:

1. Welcome to New Elected Members (briefing)

The Chairman of the Board welcomed to the meeting, which was virtual – due to the coronavirus situation. She informed that due to the current special situation, it had been decided to postpone a few originally planned items for the agenda. She gave a special welcome to the new elected members (Mircea Lungu, Sebastian Mateos Nicolajsen and Sophia Aumüller-Wagner) and re-elected Karina Garnier Christensen. She also welcomed Peter Gath and Morten W. Larsen from Ernst & Young and Jannik Møller Søndergaard from ITU.

2. Approval of Minutes (decision)

No comments to the minutes from the meeting on November 28, 2019, had been received.

Recommendation:

The Executive Management recommended that the minutes were approved.

Conclusion:

The minutes were formally approved.

3. Information on the Handling at ITU of the Coronavirus Situation (briefing)

The Chairman of the Board informed that she had asked Executive Management to give the board some information on the current and very special situation.

Georg Dam Steffensen informed that the IT University closed down on March 12 – at first for two weeks, but later on prolonged until April 13 – and gave a briefing on the ITU Covid-19 plan for emergency preparations regarding lockdown; the organizational set-up with a project manager and coordinator; preparations for the lockdown organization prior to March 12, 2020; preparations during lockdown (3 scenarios) regarding online teaching, equipment delivery process for employees to prepare working at home, research projects, students well-being and communication to students

and staff. He rounded the status with a briefing on future activities regarding online exams, handling student well-being and the handling of employee issues regarding workload. Under the circumstances he found the IT University to be doing well. On inquiry from Sophia Aumüller-Wagner regarding the plans for handling student well-being, he informed that the joint university sector is looking into this, including exams, and so is the ministry. Sophia Aumüller-Wagner mentioned that the students are more stressed than usual in the current situation. On inquiry from David Basin, Martin Zachariassen informed that the issue of exams at home is being looked at, including the possibilities of changing forms and ways of handling this. The Chairman of the Board asked Executive Management to inform the Board when they know how this will turn out.

Kristine Stenhuus praised the way the IT University has handled the current situation and encouraged the university sector to seek for any economic "aid package" possibilities.

4. ITU Annual Report 2019 (decision)

The Chairman of the Board started the item by giving the word to Georg Dam Steffensen, who referred to the enclosure 1a/1b and gave a brief presentation of the main results and highlights of the report.

Activities in 2019 were characterized by:

- an increase from 2018 to 2019 in the number of admitted full-time students and graduated full-time students,
- an increase from 2018 to 2019 in full-time student earned full-time students equivalents
- an increase from 2018 to 2019 in the spending of external research funds, and
- attracting the largest amount of external research funding in ITU's history.

Equity is above the budget, due to the very positive result. Regarding the outlook for the coming year, it is impossible to predict the effects – Covid-19 might change things. On the short term, the IT University has no cashflow problems, and on the long term the IT University has a solid cash holding. On a positive note, the number of applicants for quota 2 looks promising.

Finally, Georg Dam Steffensen thanked the auditors for good cooperation.

The Chairman of the Board gave the word to Jannik Møller Søndergaard, who elaborated on enclosure 3, especially the graphs, regarding administrative costs. The IT University has the lowest percentage of administrative costs among Danish universities and is doing well in this area. The driver of the budget model is admissions.

Lars Mathiesen missed some further information, and Georg Dam Steffensen stated that Executive Management will go deeper into this.

The Chairman of the Board gave the word to Peter Gath, Ernst & Young.

Peter Gath agreed on the good cooperation between the parties and thanked the ITU University for the positive dialogue and open atmosphere. Especially to the new elected board members he informed, that this – according to the rules - is the way for the auditors to report to the board. He went briefly through the Long-form Audit Report (enclosure 2a/2b) and highlighted a few things. He had nothing to add to the report.

He highlighted section 8.2 (Uncorrected misstatements) and 8.3 (Fraud risks) and informed that the auditors had not identified any material weaknesses or made any significant comments and found the economic balance of the university to be very healthy. Nor had the auditors registered any serious issues or kind of fraud and on inquiry from Peter Gath, the board stated not to have any knowledge of fraud either.

Executive Management answered a few clarifying questions from the board members regarding the Annual Report 2019. Especially the possible impact on administrative costs in 2020 regarding the new lease in DR and the possible consequences of any slowing down studies due to the coronavirus situation was questioned. Regarding the first, Georg Dam Steffensen confirmed that costs will increase in 2020 but will go down again in 2021. As for the latter, we do not know for now and will have to see what the ministry comes up with. Executive Management has attention on any possibilities of “aid packages”. The expected number of future applicants was discussed, including different kinds of influencing factors.

The Chairman of the Board rounded the discussion by concluding that the ITU Annual Report 2019 is showing a very good and solid situation and cash flow. This is very reassuring to the board. There will be a follow-up on the administrative costs and any economic consequences of the coronavirus situation at the next ordinary board meeting.

She thanked Peter Gath and Morten W. Larsen for good cooperation. The board highly appreciates the good cooperation between the auditors and the Executive Management.

Due to the coronavirus situation, the signing of the annual report will be digital this year; Ernst & Young will start this procedure.

Recommendation:

The Executive Management recommended that the ITU Annual Report 2019 was approved and signed by the Board.

Conclusion:

The ITU Annual Report 2019 was unanimously approved and subsequently digitally signed by the board.

5. ITU Strategic Framework Contract 2018 – 2021 – Statusredegørelse 2019 (decision)

The Chairman of the Board gave the word to Martin Zachariassen, who referred to enclosure 4 and briefly highlighted a few details in the six strategic targets in the status statement. In five of the six targets progress has been made. Regarding strategic target 4 (All graduates should achieve good career opportunities), good progress has happened. The document is the input to the ministry on how things are going and will be discussed at a later meeting with the ministry. The Chairman of the Board agreed on the good progress regarding strategic target 4, and she found this to be important in upcoming discussions on basic funding.

On inquiry from Sebastian Mateos Nicolajsen regarding strategic target 2 (Increasing the number of female technical IT professionals) and the possible reasons for currently failing on this, Martin Zachariassen stated that we do not know for sure. Probably there are more than one explanation (e.g. strengthened competitive situation and fewer international applicants – due to the new language requirements), and the other universities have similar experiences as the IT University. Kristine Stenhuus stressed the importance of not giving up on this and found the target to be connected to Strategic target 6 (Strengthening the IT subjects in primary schools and high schools by cooperation and exchange of knowledge). Mircea Lungu was of the opinion, that this has many factors and is mostly something out of our control. Sophia Aumüller-Wagner commented on the international students issue and encouraged to open up for more at the Software Development study programme. She also encouraged to focus on the well-being among female students – e.g. via a diversity officer. Martin Zachariassen stated that indeed efforts and plans are being made on the social front and keeping the drop-out rate among female students down. The Chairman of the Board added that the board will be informed of the development at a later meeting.

The Chairman of the Board rounded the discussion by thanking the Executive Management for a very concrete wording of the status statement; she concluded that the board could approve the statement.

Recommendation:

The Executive Management recommended that the status statement was approved by the board.

Conclusion:

The status statement (Statusredegørelse 2019) was approved by the Board.

6. Fulfilment of Targets and Accounting Figures for 2019 (discussion)

The Chairman of the Board gave the word to Martin Zachariassen, who referred to the enclosure 5 and the comments on the agenda and elaborated briefly on the red T2 (ITU admits at least 83 students on the Study Programme Bachelor in Data Science in 2019), T3 (The number of female students admitted in 2019 on the Study Programme Bachelor

in Software Development after early dropout is at least 36), and T5 (The number of female students admitted in 2019 on the Study Programme Bachelor in Data Science after early dropout is at least 23). The pattern is the same as after the third quarter of 2019.

The Chairman of the Board concluded that the board had taken note of the enclosure.

Confidential items:

7.

8.

Public items:

9. ITU Campus Project – Status (briefing)

The Chairman of the Board gave the word to Georg Dam Steffensen who gave a brief status. In short, the plan is on track, but the coronavirus situation might delay the delivery of furniture etc. and cause a delay in the plans of moving around 200 employees to the DR lease. Executive Management expects to get the keys to the building in a couple of days. On inquiry from Sophia Aumüller-Wagner, Georg Dam Steffensen informed that all details are not decided yet, but there will be some teaching and supervision in the new building. Most student activities are still expected to be at Rued Langgaards Vej 7.

The Chairman of the Board rounded the item on the agenda by informing that Executive Management will be moving to the DR building to be a good example.

10. Appointment of External and Internal Board Member for the Recommendation Committee (decision)

The Chairman of the Board referred to the comments on the agenda and suggested Lars Mathiesen and Karina Garnier Christensen for the recommendation committee.

Gitte Gramstrup elaborated briefly on the comments on the agenda and stated that the board will be kept informed of the progress in the long appointment process.

Recommendation:

The Executive Management recommended that at the board meeting 1 external and 1 internal board member were appointed for the recommendation committee.

Conclusion:

The Board unanimously agreed that Lars Mathiesen and Karina Garnier Christensen be appointed by the university as external and internal board member, respectively, of the Recommendation Committee.

11. Questions Regarding Mail-delivered Briefings (briefing)

The Chairman of the Board noted that there were no comments to the sent out information.

12. Any Other Business

There were no further comments from the board members.

The Chairman of the Board ended the meeting by thanking the participants for good behavior and a well carried through first virtual board meeting.

Respectfully submitted,

Gitte Gramstrup
Assistant to the Executive Management