

Executive Management  
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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 1, 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, September 17, 2020, at 14:00 – 17:00
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### 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 (via Teams).

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

Others: Carsten Gomard

Regrets: None

The minutes taker:  
Gitte Gramstrup

The Chairman of the Board welcomed to this special meeting to her, being her last meeting as Chairman of the Board, and especially welcomed Carsten Gomard – the coming Chairman of the Board as per November 1 - and in that capacity invited to participate as an observer.

### **Public items:**

#### **1.Approval of Minutes from the Previous Meeting (decision)**

No comments to the minutes from the meeting on June 3, 2020, had been received.

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

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

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

*The minutes were formally approved.*

#### **2. Half-year Accounts and Prediction for the Result of 2020 (briefing)**

The Chairman of the Board gave the word to Georg Dam Steffensen, who referred to enclosure 1 and especially highlighted the increased income, compared to the April forecast, as well as an increase in external funding, study activities and tuition. The Chairman of the Board was very pleased to note that COVID-19, thanks to management well done, has not given any extra costs in the budget.

Regarding the appendix of Enclosure 1, the Chairman of the Board reminded of the request for this at a previous board discussion and gave the word to Georg Dam Steffensen, who went through and elaborated on the appendix. He sketched the ITU budget model and answered questions from board members. The Chairman of the Board rounded the discussion by concluding that being in the low end with respect to administrative costs is appropriate for the IT University, being a small university, and that executive management has the mandate to make any necessary decisions regarding administrative costs.

#### **3. Fulfilment of Strategic Contract Targets 2020 (discussion)**

The Chairman of the Board reminded that enclosure 2 reflects the targets in the strategic framework contract but also contains related targets. She gave the word to Martin Tvede Zachariassen, who sketched the process and pointed out T3 being red (ITU admits at least 111 students on the MSc in Computer Science in 2020). On inquiry from Sebastian Mateos Nicolajsen, Martin Tvede Zachariassen informed that we do not know the reason why international students might choose other universities; they probably receive several offers of admission. On the positive side, Martin Tvede Zachariassen pointed out T5 being green (In 2020, ITU admits at least 21 per cent female students in total on BSc in Software Development and BSc in Data Science). Regarding T8 (ITU implements new ways of learning by widening the use of blended learning), there will be a thorough evaluation of online learning during the spring and autumn semester. Martin Tvede Zachariassen answered questions from board members. Kristine Stenhuus remarked on T16 (ITU establishes a systematic dialogue with at least 3 relevant private funds in 2020) and T20 (In 2020, ITU establishes a systematic dialogue with at least 2 major Danish companies with at least 250 employees), that it should be carefully considered what outcome is wanted from this. Martin Tvede Zachariassen agreed.

The Chairman of the Board rounded the discussion by stating that it will be a good thing to have the new strategy in place before making the new framework contract with the ministry.

#### **4. Framework Budget 2021 – 2024 (decision)**

The Chairman of the Board gave the word to Georg Dam Steffensen, who referred to enclosure 3, elaborated on some elements, e.g. regarding increasing income from study activities, student activity forecast, change of ITU teaching efficiency norm and rent of additional facilities and subleasing. He and Jens Chr. Godskesen answered questions from the board members. Regarding the ability to attract academic staff, Martin Tvede Zachariassen informed that the current challenge is within the business corner of the ITU triangle.

The Chairman of the Board rounded the discussion by concluding that the framework budget shows continuing growth, and that final budget for 2021 will be presented to the board at the November meeting.

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

*The Executive Management recommended that the Framework Budget 2021 – 2024 were approved.*

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

*The Framework Budget 2021 – 2024 was unanimously approved by the Board.*

#### **5. Status on COVID-19 Activities (briefing)**

The Chairman of the Board noted that the guidelines on this are being changed frequently and gave the word to Georg Dam Steffensen, who elaborated on the comments on the agenda. At present three ITU students have been tested COVID-19 positive. The university is trying to keep as much "normal life" at campus as possible, knowing that a new lockdown is a possibility. For the spring term it has been decided to have 50 per cent online learning. On inquiry from Sebastian Mateos Nicolajsen, Georg Dam Steffensen stated that parallel teaching is not being considered right now. Martin Tvede Zachariassen referred to the principles described in enclosure 4.

The Chairman of the Board rounded this item on the agenda by stating that she trusted the principles and the handling of the situation, and she asked for the board to be informed of any important developments.

## **6. Actions Regarding Intake, Autumn 2020 (briefing)**

The Chairman of the Board stated that enclosure 5 is very good news, and gave the word to Martin Tvede Zachariassen, who elaborated on the enclosure and concluded that – all in all – things are looking very satisfactory regarding student admissions. He answered questions from board members.

The Chairman of the Board rounded this item on the agenda by agreeing that things are looking very satisfactory and that the board is looking forward to seeing the final October 1 numbers.

## **7. Intake Regarding MSc Data Science 2021 (decision)**

The Chairman of the Board found this to be an important decision to make and briefly sketched the background. She gave the word to Martin Tvede Zachariassen, who referred to the comments on the agenda. He found this to be an investment in the future. He asked the board to approve the recommendation and to give the Executive Management the mandate to decide where to reduce the capacity on existing MSc programmes correspondingly. The Chairman of the Board supported this. Martin Tvede Zachariassen answered questions and responded to comments from board members on numbers and possible consequences.

The Chairman of the Board rounded the discussion by concluding that the board agreed on the recommendation and the requested mandate to the Executive Management.

### ***Recommendation:***

*The Executive Management recommended that the IT University opens the MSc Data Science programme in 2021 with an intake of 30 students.*

### ***Conclusion:***

*The Board unanimously decided to approve the recommendation to open the MSc Data Science programme in 2021 with an intake of 30 students, and to give the Executive*

*Management the mandate to decide how to reduce the capacity on existing MSc programmes correspondingly.*

### **Confidential items:**

**8.**

**9**

### **Public items:**

#### **10. Status Regarding ITU Campus (briefing)**

The Chairman of the Board gave the word to Georg Dam Steffensen who referred to the comments on the agenda and gave a short status briefing. All important things have worked out nicely. The Chairman of the Board stated that she found things to be done well in a complicated process and within the budget and the timetable. She asked for a follow-up on things at a later board meeting.

#### **11. Rules of Procedure Review (decision)**

The Chairman of the Board stated that this is a yearly exercise and concluded that there were no objections to the recommendation.

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

*The Executive Management recommended that the Rules of Procedure, approved and signed on September 20, 2018, are kept unchanged.*

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

*The Board unanimously decided to keep the Rules of Procedure, approved and signed on September 20, 2018, unchanged.*

#### **12. The Board ´s Self-evaluation 2020 (decision)**

The Chairman of the Board noted that this is a yearly evaluation and the procedure being the same as the past years, despite having a new Chairman of the Board at the next meeting. She found it important to do this work within the board each year and encouraged the board members to fill out the questionnaire.

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

*Based on the Self-evaluation Questionnaire, the following procedure was recommended:*

- 1) *Each member of the Board receives a questionnaire by the end of September 2020. The Questionnaire is filled in and returned by e-mail to the Chairman of the Board, e-mail: [mevr@itu.dk](mailto:mevr@itu.dk) (with cc to [gigr@itu.dk](mailto:gigr@itu.dk)) **on Monday, October 5, 2020, 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 19, 2020, the new Chairman of the Board will present observations from the filled in questionnaires and the potential 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 Board unanimously approved the recommended procedure.*

**14. Presentation of the New Chairman of the Board as of November 1, 2020 (briefing)**

The Chairman of the Board welcomed Carsten Gomard as taking over as new Chairman of the Board and appointed as of November 1, 2020, according to the mandatory procedures. She found him to be ideally qualified and undoubtedly being able to push the IT University forward to a new level and gave the word to Carsten Gomard.

Carsten Gomard presented himself, thanked and expressed his pride and humbleness to be appointed and taking over. He has strong feelings for the IT University and is looking very much forward to working with the board and the Executive Management.

**15. Any Other Business**

The Chairman of the Board rounded the meeting by stating that – in the light of the current public debate on sexual harassment – she was pleased to see that this is not a big issue at the IT University, which has a policy on this for both students and staff. On inquiry from Lars Frelle-Petersen, Martin Tvede Zachariassen informed of the work with a gender diversity strategy for the IT University.

Respectfully submitted,

Gitte Gramstrup  
Assistant to the Executive Management