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**MINUTES OF SODOC MEETING WITH PRORECTOR HELD ON  
Tuesday, November 19, 2020**

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**Members present**

**Chairperson for the meeting:** Solveig Fossum-Raunehaug

**SODOC members**

**Designation**

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| 1) <i>Vinay Bumar Reddy Nannuru</i> | <i>Leader</i>                          |
| 2) <i>Micah Lucy Abigaba</i>        | <i>Secretary</i>                       |
| 3) <i>Bikal Ghimire</i>             | <i>SIN representative</i>              |
| 4) <i>Olga Mikhailova</i>           | <i>Ethics Committee representative</i> |
| 5) <i>Gard Frækaland Vangnes</i>    | <i>SU representative</i>               |
| 6) <i>Emil Jarosz</i>               | <i>Social committee</i>                |

**Research Support Office**

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|------------------------------------|---------------------------------|
| 1) <i>Siri Fjellheim</i>           | <i>Prorector</i>                |
| 2) <i>Solveig Fossum-Raunehaug</i> | <i>Senior adviser</i>           |
| 3) <i>Line Oksnes</i>              | <i>Senior Executive Officer</i> |
| 4) <i>Anna Lewandowska-Sabat</i>   | <i>Senior Adviser</i>           |

**Agenda**

**Meeting started at 12:30**

**1. Introduction**

**2. Clarity on possible contract extensions due to pandemic COVID-19 (when approved will it be paid or unpaid)**

**3. Language.**

- a. **Need of holding the meetings and ALLMØTE in English – Is it possible or do we have an alternative (for example publishing minutes in English) at Faculty level**
- b. **Norwegian courses frequency at NMBU – Access and Restrictions**

**4. Budget for SoDoc and Compensations for board members**

**5. Career oriented services and academic writing courses – so far good activities are being provided – what more can be improved.**

**6. Postdoc career development.**

**MINUTE**

**ACTION BY**

<b>MINUTE 1: Introduction and Clarity on contract extensions</b>	
<p>Asked all members to introduce themselves</p> <p>Made presentation on the:</p> <ul style="list-style-type: none"> <li>- NMBU Faculties</li> <li>- Support team</li> <li>- Academic training</li> <li>- Generic skills</li> <li>- Academic writing</li> <li>- How to socialize during the pandemic</li> <li>- Approval of contract extensions</li> <li>- Career oriented services</li> <li>- Post doc career development (e.g NMBU Talent Program)</li>   <li>- Introduction of SoDoC Board members</li> <li>- Highlighted recent social events organised by social committee and difficulties of having events during pandemic.</li> <li>- Presented meeting agenda from SoDoC</li> </ul> <p><b>Reactions:</b></p> <ul style="list-style-type: none"> <li>- Clarity was made about duty work and off duty work</li> <li>- Inquired about how information on extensions could be shared with SoDoC</li> <li>- Inquired about time frame for contract extensions and impact on new PhD students since the applications deadline was in September (yet the pandemic is still ongoing)</li> </ul> <p><b>Response:</b></p> <ul style="list-style-type: none"> <li>- Emphasis on contract extensions being handled at faculty level.</li> <li>- Information on contract extensions ought to be sought from Supervisors and/or Project leaders</li> <li>- No new information on another deadline for contract extensions</li> <li>- SoDoC advised to pursue for contract extensions at a national level</li> </ul>	<p>Siri</p> <p>Siri</p> <p>Vinay Emil</p> <p>Solveig Emil</p> <p>Gard</p> <p>Siri</p> <p>Solveig</p> <p>Siri</p>
<b>MINUTE 2: Language</b>	
<ul style="list-style-type: none"> <li>- Need of holding the meetings and ALLMØTE in English</li> <li>- Norwegian courses frequency at NMBU – Access and Restrictions. No feedback for people on waiting list (for instance when people drop out of the Norwegian class)</li> <li>- Request to change current study hours (to a more convenient schedule) and negotiate lower costs</li> </ul> <p><b>Response:</b></p> <ul style="list-style-type: none"> <li>- Advised to raise the issue of use of English in meetings at faculty level</li> <li>- Advised SoDoC to organise for a cheaper Norwegian language tutor, consider possibility of virtual classes</li> <li>- Emil and Tora to follow up on finding tutor for virtual classes</li> </ul>	<p>Vinay</p> <p>Emil Siri</p> <p>Siri, Emil</p>


**MINUTE 3: Budget for SoDoc and Compensations for board members**

<ul style="list-style-type: none"><li>- Presented proposed method/scale for compensation</li></ul> <p><b>Reaction:</b></p> <ul style="list-style-type: none"><li>- Current budget is not sufficient for compensation. Requested for 30,000nok to supplement current budget</li><li>- Inquired about compensation for other members (positions) that are excluded from proposed scale</li><li>- Inquired about compensation for extra hours</li></ul> <p><b>Response:</b></p> <ul style="list-style-type: none"><li>- Promised to give feedback on additional budget. Also emphasized the financial challenges faced by the university during the pandemic.</li><li>- Use budget for operational costs for compensation (if budget for compensation is deficit)</li><li>- Extra hours NOT to be compensated.</li><li>- Proposed scale for compensation can be reviewed and adjusted during this Board*s tenure so that it is not revisited every year</li></ul>	Solveig  Vinay Bikal Emil  Solveig Solveig Solveig Solveig
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**MINUTE 4: Career development**

<ul style="list-style-type: none"><li>- Gave a brief on:<ul style="list-style-type: none"><li>✓ career day</li><li>✓ courses with the writing centre</li></ul></li></ul> <p><b>Reaction:</b></p> <ul style="list-style-type: none"><li>- Advised to ensure that SoDoC has representation on the committee that organizes the career day</li><li>- Inquiry about career guidance and career development outside academia</li></ul> <p><b>Response:</b></p> <ul style="list-style-type: none"><li>- Emphasised the need to focus more on career development and the need to be proactive to seek career advice. Advised Postdocs to request for mentors.</li></ul> <p><b>Meeting ended at 14:26</b></p>	Vinay on behalf of Olga  Siri
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Signature

Chairperson: 

Secretary: 

15-12-2020