

Health PhD Committee (Health PhD Committee
meeting)

11-05-2026 14:00 - 16:00

Ny Munkegade 118, bldg. 1520, room 732 (City View)

Indhold

Punkt 1: Meeting information.....	1
Punkt 2: Parental leave for PhD students.....	1
Punkt 3: Well-being for the PhD students.....	2
Punkt 4: Briefing from the chairperson.....	2
Punkt 5: Briefing from the PhD Association.....	3
Punkt 6: Briefing from the advisory committees.....	3
Punkt 7: Briefing from Head of Graduate School.....	3
Punkt 9: Any other business.....	3

Punkt 1: Meeting information

Participants

PhD students: Morten Hulbæk Fog, Nicole Renner, Dennis Vinther, Oskar Kjærgaard Hørsdal, Camilla Klinge Renneberg, Nina Ziegenbein.

Academic staff: Stine Sofia Korreman, Stephan Lange, Kasper Hansen, Naiara Santana Codina, Viola Bureau, Rikke Katrine Jentoft Olsen.

Graduate School of Health: Helene Nørrelund (Head of graduate school), Annika Haarbye Jensen (minute taker).

Guests:

Rikke Horsted Bundgaard and Bente Pedersen, HR partners from the graduate school

Absence: Birgitte Rosenvind Eriksen (Head of department), Rubens Spin-Neto

Punkt 2: Parental leave for PhD students

It is recommended that

The PhD Committee discuss whether there should be a section on leave (incl. parental leave) in the expectation alignment sheet, and if supervisors should be informed more on the on the finances involved in parental leave for AU employed PhD students.

Case

Many PhD students have parental leave during their PhD studies. The HR partners at the graduate school had 162 maternity/paternity cases in 2025. They typically have 70-80 ongoing cases at any time of the year.

The expectation alignment sheet does not currently include a section on leave (incl. parental leave), see appendix 1.

Expecting mothers employed at Aarhus University have paid time off 6 weeks before their due date and up to 26/18 weeks (mother/father) of paid leave after the birth. Supervisors may not be aware that some of this is covered by the project/them. The HR partners at the graduate school seek benefits (refusion) at Udbetaling Danmark and the Payment Office from Statens Barselsfond.

Website on parental leave: <https://medarbejdere.au.dk/en/administration/hr/absence-parental-leave-holiday-sickness-etc/parental-leave>

Responsible

Stephan Lange

Guests

Rikke Horsted Bundgaard and Bente Pedersen, HR partners from the graduate school

Appendix

1. Expectation alignment sheet

Expectation alignment between main supervisor and PhD student

The aim is to clarify and align different understandings and expectations regarding the PhD project. Aligning expectations may prevent misunderstandings and discrepancies.

1. Set up a meeting between the supervisor and the PhD student
2. At the meeting the supervisor and the PhD student should discuss any differences of opinion at each question
3. Both must physically sign the sheet

Topics for discussion:

Who owns the research done during the PhD study?

How do you ensure that the thesis is finished within a three-year period:

How do you develop and maintain an appropriate plan of research?

If workload becomes challenging – how do you jointly clarify priorities?

How do you maintain an effective working relationship:

How do you provide/obtain feedback?

How often do you meet?

How do you collaborate on manuscripts:

Guidelines to collaboration on a scientific paper - co-author agreement¹:

Who will do what?

Authorship, credit, responsibility

Authorship will be limited to those who have **contributed substantially²** to the paper. If an author does not contribute substantially as initially agreed, that person will be removed as a co-author.

The supervisor will determine the order of authorship for the co-authors based on contributions to the project. In practice the supervisor is often the last author and the PhD student the first author.

All authors must give their permission for publication prior to submission of each version of the paper.

Contingencies and communication

The PhD student will manage communication.

All authors agree to reply to emails concerning the project, especially drafts of the paper, within a reasonable period of time, such as within one week.

All authors agree to notify the rest of the authors prior to sharing the manuscript with people outside. Co-authors will be given a chance to comment prior to sharing.

No author can block the publication of the paper except because of concerns related to scientific soundness – e.g. the data collection, analyses and presentation were done incorrectly. Concerns related to policy, management, or scientific implications are not grounds for a co-author to block publication. If a majority of authors believe the paper should be published based on sound science, the paper will move forward. Every reasonable effort should be made by the authors to reach a consensus on moving forward with a publication.

Authors may voluntarily remove themselves from the project, and from co-authorship, at any point, if they no longer have time for the project or they disagree with some aspects of the project or paper. If a co-author voluntarily leaves the project or is asked to leave because they are opposed to

the paper being published, the supervisor will need to discuss with the dissenting author if his/her contributions can still be used, and perhaps described in the Acknowledgements, or will have to be removed from the paper.

Authors are free to develop their own collaborations and directions using the ideas and data in the paper, once it is published. Authors should make every reasonable effort to inform each other when starting new collaborations and spin-off projects that result from this paper. In practice, authors may continue to work together on follow-up projects, but this needs to be discussed among the group, and should not be assumed.

Conflict of interest.

All authors will disclose any real or perceived conflicts of interest related to this project and paper.

Signatures:

Date:Click or tap to enter a date.

Date:Click or tap to enter a date.

1. Adapted from: <https://www.elsevier.com/connect/co-authors-gone-bad-how-to-avoid-publishing-conflicts>
- 2.

CRediT author statement

CRediT offers authors the opportunity to share an accurate and detailed description of their diverse contributions to the published work. CRediT does not change the journal’s criteria to qualify for authorship but the overview can be used to discuss different types of contributions.

Term	Definition
Conceptualization	Ideas; formulation or evolution of overarching research goals and aims
Methodology	Development or design of methodology; creation of models
Software	Programming, software development; designing computer programs; implementation of the computer code and supporting algorithms; testing of existing code components
Validation	Verification, whether as a part of the activity or separate, of the overall replication/ reproducibility of results/experiments and other research outputs
Formal analysis	Application of statistical, mathematical, computational, or other formal techniques to analyze or synthesize study data
Investigation	Conducting a research and investigation process, specifically performing the experiments, or data/evidence collection
Resources	Provision of study materials, reagents, materials, patients, laboratory samples, animals, instrumentation, computing resources, or other analysis tools
Data Curation	Management activities to annotate (produce metadata), scrub data and maintain research data (including software code, where it is necessary for interpreting the data itself) for initial use and later reuse
Writing - Original Draft	Preparation, creation and/or presentation of the published work, specifically writing the initial draft (including substantive translation)
Writing - Review & Editing	Preparation, creation and/or presentation of the published work by those from the original research group, specifically critical review, commentary or revision – including pre-or postpublication stages
Visualization	Preparation, creation and/or presentation of the published work, specifically visualization/ data presentation
Supervision	Oversight and leadership responsibility for the research activity planning and execution, including mentorship external to the core team
Project administration	Management and coordination responsibility for the research activity planning and execution
Funding acquisition	Acquisition of the financial support for the project leading to this publication

Punkt 3: Well-being for the PhD students

It is recommended that:

The PhD Committee discuss the mental well-being of the PhD students.

Case

The PhD Committee members are encouraged to comment on what they experience in their environments, when it comes to the mental well-being for the PhD students. The PhD Association is also focused on this matter.

There is no longer a well-being committee at AU but the matter should still be discussed regularly.

Responsible

Stephan Lange

Punkt 4: Briefing from the chairperson

It is recommended that:

The PhD Committee takes note of the briefing.

Case:

Chair of the PhD Committee, Stephan Lange, gives a status of current tasks and initiatives.

Please see the appendix for gender distribution in the assessment committees at Graduate School of Health 2021-2025.

Responsible

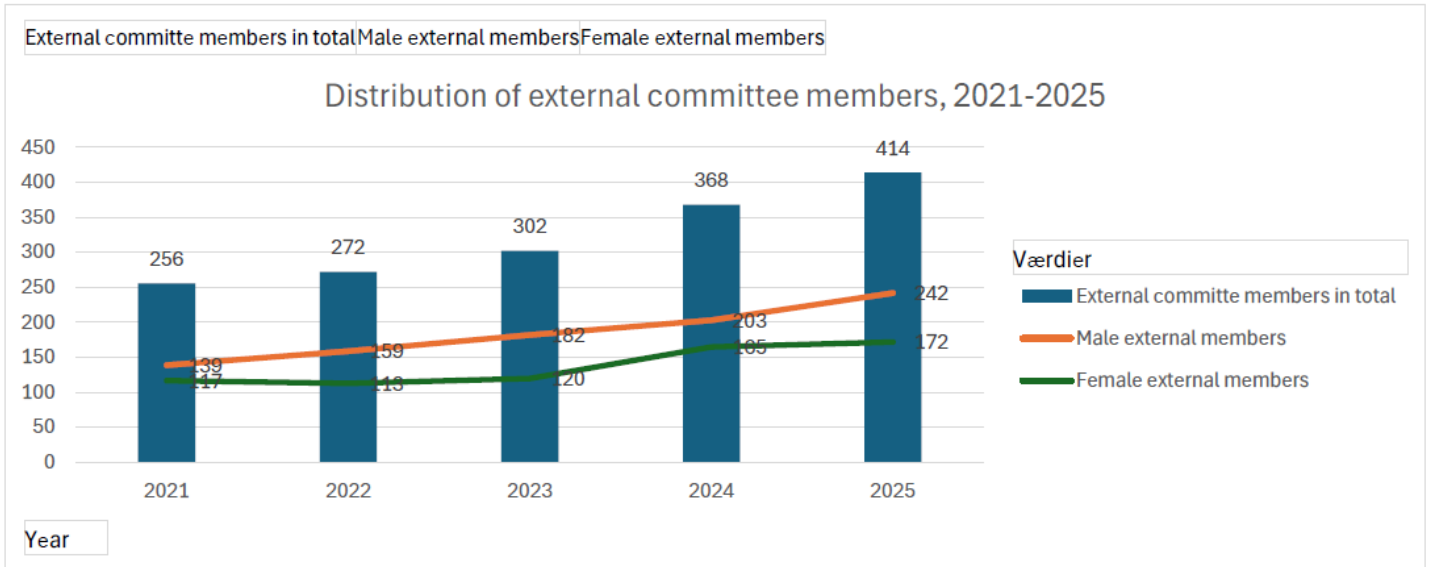
Stephan Lange

Appendix

1. Composition of assessment committees 2021-2025

Composition of assessment committees, 2021-2025

Row Labels	External committee members in total	Male external members	Female external members
2021	256	139	117
2022	272	159	113
2023	302	182	120
2024	368	203	165
2025	414	242	172
Grand Total	1612	925	687



Year	One international member	% share	Two international members	% share2
2021	123	96,1	47	36,7
2022	122	89,7	51	37,5
2023	137	90,7	41	27,1
2024	167	90,8	83	45
2025	184	88,9	67	32,4

Of 128 committees 123 have one international member, 47 have two.
136
151
184
207

Year	Female chairs	% share	Male chairs	% share2
2021	56	43,8	72	56,3
2022	60	44,1	76	55,9
2023	66	43,7	85	56,3
2024	72	39,1	112	60,9
2025	107	51,7	100	48,3

Of 128 committees 56 have a female chairperson, 72 have a male one.
136
151
184
207

Year	Female external members*	% share	Male external members*	% share	Total external committee members
2021	117	45,7	139	54,3	256
2022	113	41,5	159	58,5	272
2023	120	39,7	182	60,3	302
2024	165	44,8	203	55,2	368
2025	172	41,5	242	58,5	414

*first plus second committee member

Punkt 5: Briefing from the PhD Association

It is recommended that:

The PhD Committee takes note of the briefing.

Case:

The PhD Association gives a status on their work since the last meeting.

Responsible

Dennis Vinther from the PhD Association at Health

Punkt 6: Briefing from the advisory committees

It is recommended that:

The PhD Committee takes note of the briefings.

Case:

The advisory committees give a status on their work since the last meeting.

- Course Committee
- Committee for Credit Transfer and Dispensation

Responsible

Advisory committees

Punkt 7: Briefing from Head of Graduate School

It is recommended that:

The PhD Committee takes note of the briefing.

Case:

The Head of graduate school briefs the PhD Committee on news from the graduate school.

Responsible

Helene Nørrelund

Punkt 9: Any other business