

Guidelines to compensation from the Danish SDC Office 2023

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1. Introduction

Sino-Danish Center for Education and Research (SDC) is a Danish-Chinese partnership between all eight Danish universities, the Chinese Academy of Sciences (CAS) and the University of Chinese Academy of Sciences (UCAS). The objective of the SDC is to promote and strengthen collaboration between Danish and Chinese research and learning environments. The partnership includes activities within research, Master's and PhD degree programmes in selected areas, as well as external collaboration.

The Danish SDC office compensates the Danish universities for their engagement in relevant academic activities within the SDC partnership. The principles for compensation are decided by the Danish SDC board.

Compensation from the Danish SDC Office is paid out to the relevant Danish university.

2. Compensation for stays in China in autumn 2023

The Danish SDC Office compensates the Danish universities for the deployment of tenured academic staff to China within the framework of the SDC partnership. A general distinction is made between two types of stay:

1. Stays during which the employee teaches on an SDC Master's degree programme
2. Other stays, i.e. stays not related to teaching on an SDC Master's degree programmes

Table 1

The nature of the stay	The Danish SDC Office compensates the Danish university for:
Teaching on SDC Master's degree programmes	<ul style="list-style-type: none"> • 200 per cent of the average salary for the relevant staff category per day • Travel expenses (flight ticket, visa application fee and domestic transportation costs in Denmark and China) up to a maximum of DKK 20,000 per journey
Other stays	<ul style="list-style-type: none"> • 144 per cent of the average salary for the relevant staff category per day • Travel expenses (flight ticket, visa application fee and domestic transportation costs in Denmark and China) up to a maximum of DKK 20,000 per journey

General guidelines for compensation.

- Only stays in China that have been approved beforehand and in writing by the Danish SDC Office can receive compensation. The length of the stay is calculated as whole days as they appear from the flight ticket.
- The university pays the expenses associated with the employee's stay in China.
- If the sole purpose of a stay is to teach on an SDC Master's degree programme, compensation may be provided for PhD students not co-funded through the SDC partnership.
- The Danish SDC Office does not provide compensation for stays in China for SDC PhD students since they are already co-financed through the SDC.
- The Danish SDC Office does not provide compensation for technical/administrative staff.
- Compensation from The Danish SDC Office will be disbursed after submission of an electronic invoice no later than one month after completion of the employee's stay in China.

The Danish SDC Office bases its calculation of compensation on average salaries for the job types in question as they appear in the ISOLA database of the Danish State. For Q1, 2023, the average salaries are:

Table 2

Job type	PhD student	Assistant professor, researcher, postdoc	Associate professor, senior researcher	Professor
Annual average salary	DKK 438,108	DKK 550,963	DKK 693,639	DKK 912,721

3. Compensation for external staff in autumn 2023

The Danish SDC Office provides compensation for the deployment of external staff for teaching on an SDC Master's degree programme. Compensation is in accordance with table 1.

General guidelines for compensation

- The Danish SDC Office will disburse compensation directly to the Danish university coordinating the stay.
- The Danish university which receives the compensation from The Danish SDC Office is responsible for establishing an agreement with, and making the subsequent disbursement to, the employee or his/her employer.

Teaching staff employed at Chinese or international universities, foreign institutions and businesses are funded through the joint SDC Office in Beijing. Their teaching contribution requires prior approval from both the Danish and the Chinese SDC directors.

4. Additional compensation for SDC's Master Programmes in autumn 2023

In the autumn 2023, up to DKK 100,000 is allocated per Master's programme to compensate the Danish universities for other teaching-related tasks (e.g. coordination, online teaching, etc.).

The head of educational programme (HEP) decides how the funding is to be allocated between the Danish universities contributing to the teaching.

5. Compensation for teaching at SDC in spring 2023

The spring semester 2023 will be a "hybrid semester" as all teaching is streamed online while several students and teachers are expected to be present in the classrooms in the SDC Building.

Courses with a Danish teaching contribution will be compensated by DKK 20,000 per ECTS, corresponding to DKK 600,000 for a normal semester (30 ECTS). Equivalent compensation will be paid for electives.

Compensation will be allocated between the universities contributing to the teaching based on reports from the head of educational programme (HEP).

The teaching contribution of external teaching staff, i.e. teaching staff not employed by a Danish university, may result in compensation on an equal footing with university staff. In such cases, the coordinating Danish university is responsible for entering into an agreement and making the subsequent payment to the external teacher or his/her place of employment.

Teaching staff employed at foreign universities, institutions and companies are paid through the joint SDC Office in Beijing. Their teaching contribution requires prior approval from both the Danish and the Chinese SDC directors.

There will be no compensation for the teaching contribution of SDC PhD students and SDC postdocs since they are already co-financed through the SDC.

The compensation is to cover all work on the course concerned (course coordination, preparation, teaching, supervision, participation in exams, etc.).

Supervision of Master's theses and students on internships will be compensated in accordance with section 5.

Compensation can be paid after each completed course/module when the Danish SDC Office has received information from the HEP on the final distribution of the total compensation among the teaching staff on the course/module.

Teaching-related stays in China in spring 2023

For teaching-related stays in China in spring 2023, the universities will be compensated as follows:

- Travel expenses (transportation) up to maximum 20.000 DKK per stay in China
- 100 % of the per diem rate (555 DKK per day)
- Expenses for hotel: 800 DKK per night

Compensation from the Danish SDC Office will be disbursed to the university at which the teacher is employed. The university in question pays the expenses associated with the employee's stay in China.

Only stays in China that have been approved beforehand and in writing by the Danish SDC Office can receive compensation.

If the sole purpose of a stay is to teach on an SDC Master's degree programme, compensation may be provided for PhD students not co-funded through the SDC partnership.

The Danish SDC Office does not provide compensation for teaching-related stays in China for SDC PhD students and SDC postdocs since they are already co-financed through the SDC.

The Danish SDC Office does not provide compensation for technical/administrative staff.

Compensation for external teachers

The Danish SDC Office compensates for the teaching-related stays of external staff in the same way as for university staff. See section above.

General guidelines for compensation

- The Danish SDC Office will disburse compensation directly to the Danish university coordinating the stay.
- The Danish university which receives the compensation from the Danish SDC Office is responsible for establishing an agreement with, and making the subsequent disbursement to the employee or his/her employer.
- Teaching staff employed at Chinese or international universities, foreign institutions and businesses are funded through the joint SDC Office in Beijing. Their

teaching contribution requires prior approval from both the Danish and the Chinese SDC directors.

6. Research-related stays in China in spring 2023

The Danish SDC office compensates for deployment of tenured academic staff to China in spring 2023 as follows:

- Travel expenses (transportation) up to maximum 20.000 DKK per stay in China
- 100 % of the average salary for the relevant staff category per day
- 100 % of the per diem rate (555 DKK per day)
- Expenses for hotel: 800 DKK per night

Compensation from the Danish SDC Office will be disbursed to the university at which the researcher is employed. The university in question pays the expenses associated with the employee's stay in China.

Only stays in China that have been approved beforehand and in writing by the Danish SDC Office can receive compensation.

The Danish SDC Office does not provide compensation for research-related stays in China for SDC PhD students and SDC postdocs since they are already co-financed through the SDC.

The Danish SDC Office does not provide compensation for research-related stays in China for PhD students and technical/administrative staff.

7. Co-funding of PhD scholarships

The Danish SDC office provides co-funding for new PhD employments.

Co-funding for PhD scholarships is provided with the following relationship between the funding and the length of the stay in China:

Table 1. PhD co-funding

Stay in China	Min. 6 months	Min. 9 months	Min. 12 months
SDC funding	DKK 550,000	DKK 1,100,000	DKK 1,650,000

The total amount of co-funding for PhD scholarships granted in 2023 amounts to DKK 19.25 million.

The co-funding is distributed among SDC's research themes according to the following principles:

- Basic funding for each theme: 50 per cent of the total funding

- Educational funding: 20 per cent of the total funding. Distributed proportionally according to the number of Master's programmes within the individual research theme
- Number of Danish universities involved in the theme: 30 per cent of the total funding. Distributed proportionally according to the number of universities participating within the individual research theme. Participation means activities approved by the Danish SDC office.
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8. Compensation for co-supervision of Chinese SDC PhD students

The Danish SDC office compensates for co-supervision of Chinese SDC PhD students by university employees with DKK 100,000 per PhD student. DKK 50,000 is paid when the Danish co-supervisor has been appointed, and DKK 50,000 when the Chinese PhD student commences his/her research stay in Denmark.

9. Compensation for supervision of thesis and internships

The Danish SDC office compensates for supervision and examination of thesis students and for supervision and examination of students on internships.

Table 2. Students on internships

ECTS		30
Supervision	Amount/student	DKK 10,000

Table 3. Thesis students

ECTS		30	60
Supervision	Amount/student	DKK 10,000	DKK 20,000

The Danish SDC office compensates an additional 50 pct. of the original compensation for students granted a 4th exam attempt if there is not a change of supervisor. If a new supervisor is appointed, the full compensation will be paid out.

10. Funding for academic and educational activities

A total of DKK 500,000 per year is granted per educational programme for academic and educational activities in Denmark. The funding can also be used for academic and educational activities in China.

The funding is disbursed to the university at which the Danish Principal Coordinator (PC) for the theme in question is employed.

Unspent funding from previous years will be deducted from current year funding.

11. Compensation for PCs and HEPs

The Danish SDC office provides annual compensation of DKK 100,000 to support the Danish Principal Coordinator (PC) and DKK 500,000 to support the Danish Head of Educational Programme (HEP).

12. Subsidy for Chinese SDC Master's degree students' study trips to Denmark

The Danish SDC office provides a subsidy of DKK 5,000 per Chinese SDC Master's degree student for short study trips (up to approximately 14 days) to Denmark.

Following a decision by the HEP, the funding can be used to cover **expenses in Denmark** related to the students' stays such as for example:

- Travel expenses (local transportation) in Denmark
- Food and beverages in connection with excursions, meetings, workshops etc.
- Accommodation in connection with arranged activities in Denmark
- Academic activities

It is **not** allowed to use the funding to cover the students' travel expenses from abroad to Denmark (and back). In addition, please note that it is also **not** allowed to use the funding to cover expenses for the students' travel insurances and visa applications.

The funding will be disbursed to the Danish home university of the HEP.

13. Support for other activities

In special cases, the Danish SDC office will provide funding for other academic activities and events not covered by the above compensation structure. A written application should be forwarded to the Danish SDC office in advance of the activity.

14. Support for research applications

The Danish SDC Office provides financial support of DKK 50,000 to prepare research applications to foundations, research councils, etc. The support is independent of whether the application is successful.

The following requirements must be met:

- The research application must involve partners from at least two Danish universities.
- The research project must involve Chinese partners anchored through the SDC partnership (UCAS/CAS departments or other institutions/universities that formally collaborate with the SDC).

If the research application is successful, the main applicant is obligated to assist the Danish SDC office in preparing materials for the SDC website, the press, etc.

Funding can be applied for, for research applications which have a deadline in 2023. An application form must be used which can be downloaded [here](#).