

Summary of Meeting in the Committee for Cooperation and the Working Environment (SAMU)2015-04

Date: Tuesday, November 24, 2015, kl. 12.30-15.30
Location: SL300 room 0.2.15

Agenda:

- 1 News from committee members
- 2 Rooms
- 3 Consequences of the National Budget
- 4 Physical and psychological working environment, including policy for screen glasses
- 5 Environment
- 6 Meeting schedule for 2016
- 7 AOB
- 8 Meeting evaluation

Participants:

Working environment: Ulla Øland, Jiri Srba and management representative Rene Rydhof Hansen
Employee representatives: Lene Even, Hans Hüttel, Christian Thomsen, Lotte Finck
Management representatives: Kristian G. Olesen, Helle Westmark
Minutes taker: Mette Kaufmann Andersen

Absent: René Rydhof Hansen

Minutes:

ad 1 News from committee members:

KGO:

Tine Tindal has been elected as alternate trade union representative for Forbundet Kommunikation og Sprog (FKS) (trade union for communication and language). We have not had local representation before.

Budget 2016 has been delivered and approved after minor adjustments; the budget is now in balance. 3 new positions will be posted December 14 – however, we also have 3 positions that expire.

Heads of departments and schools have been called to a meeting with Rector, who presented a possible split of the TEK/NAT Faculty into two faculties. The proposed split caused concern based on professional arguments and a working group has been set to look into alternative ways to divide the Faculty. The group consists of Rector, the Dean and four Heads of departments; Børge Lindberg, Hans Jørgen Andersen, Kjeld Pedersen and Peter Frigaard. Rector's mail of November 20 has led to concern and SAMU encourage the Head of department to forward any further information.

Strategy 2016-20 has been adopted and will be operationalized by means of action plans, which will be presented at the staff meeting in December. There will be a more strict control with focus on stabilization and consolidation. Concerning educations, it is planned to reduce the number of

educations and to further develop the PBL-model. Research should be strengthened; new cross-disciplinary research areas will be initiated. The TEK/NAT Faculty's strategy follow suit; at departmental level we have research evaluation and action plans supporting the overall strategy.

HH:

HH signed a letter as response to the hearing of the strategy. All signatories were invited to a meeting with Rector and Pro-rector about this letter of opinion.

Due to his appointment as Teacher of the Year at the TEK/NAT Faculty, HH took part in a conference on how to include teaching qualifications in the recruitment procedure. Following HH's contribution, the Committee had a discussion on whether or not more resources should/could be allocated to collegial supervision and whether or not a greater priority need to be assigned to the pedagogical environment at the department. Imbalanced distribution of tasks concerning teaching and research is not necessarily negative – everyone is expected to contribute within their means. It can be seen as a distortion when it is mentioned that you need to deprioritize teaching in order to have time to do research. Frustration can be seen as an expression of the increasing pressure we all feel. It is important to keep focus on the aspects we wish to encourage; e.g. it could be a possibility to re-instate Pedagogical Day. Moreover, it is important to recognize and respect all aspects of our activities (i.e. teaching, research, projects) in order to ensure the department's life and activities during troubled times.

LeE: A new employee has been hired and will start in the study secretariat by December 1, 2015.

HW: has had all staff development interviews for this year. In general, the secretariat is under pressure due to tasks imposed from the management, which means decreasing time for development. New tasks have to be forced through.

JSr: Sorting of waste; glass and used batteries should be delivered to the building officers. UØ will send out information about sorting of waste and where to deliver glass, used batteries and old books.

ad 2 Rooms

In Spring 2016, the rooms situation will be further complicated due to an increasing number of guests. We will have more group rooms in NOVI for students who return from their activities at the Humanistic Faculty.

What are our options for new initiatives? The common notion is that we can no longer provide permanent group rooms for all students. Other departments switch to booking systems. Ulla Øland is in a committee appointed to look into other institutions' solutions to division of rooms/ group rooms. Rooms can be used more flexibly, e.g. rooms for teaching can be used as group rooms, when they are no longer needed for teaching purposes, and the need for group rooms increase approaching deadline for handing in projects. The local rooms committee set by the department has a number of suggestions, which can be prioritized considering the pedagogical model. We need a set-up in order to ensure progress, and it should include both study board and school, but it is the department's responsibility to ensure reasonable surroundings. It is important to take both academic and practical considerations into consideration. Moreover, the Faculty also has a list of possible solutions.

It is questionable whether we can afford to maintain individual large offices – we may need to accept to share offices or need to lower the standard to smaller offices.

It was suggested to start looking into prioritization of the various solutions, including representation of VIP-staff, study board and students.

The technical administration is working on a system to control lightning, heating and booking of rooms.

The long term solution is that department of electronic systems move to NOVI9, which is expected to be completed in E16. This will free space in FRB7. These premises need renovation and are expected to be ready for use in 2017. This plan has been acknowledged, but we need more detailed analysis before we can make the final decision.

At the moment, the technical department is working on replacing windows, open/close functions and install card readers at SEL300.

ad 3 Consequences of the National Budget

Cut backs on funds for education and research means that activities and resources do not necessarily follow suit. We have increasing level of activities, but stagnant level of resources. The result may be more self-study for the students, but it does not necessarily mean less hours for teaching.

Copenhagen Business School closes down educations, which means staff reduction, resulting in an unchanged work load for the remaining staff. The forecast for 2016 and years to come is -2% per year. I16 has funding for some years to come.

November 20, Rector sent out an email about cut backs. The impacts are still vague, but cut backs will probably affect our activities in the shape of cutting back supervision or confrontation time. We need to be aware that it may also affect our working environment; many employees find the current working conditions unsatisfactory. Fewer teachers for more students will cause deteriorations, which may lead to increased dropout rates. It is important to document possible deteriorations and their consequences.

The committee is aware of the coming challenges. There are no evident solutions, but we need to start considering the options – e.g. more use of DVIP (part-time employed VIP) at the expense of tenure positions.

ad 4 Physical and psychological working environment, including policy for screen glasses

The annual work space evaluation is in progress. The working environment committee has started an inspecting round to all employees talking about ventilation, heating, lighting, physical space (furniture, etc). Results will be addressed at next meeting in the committee along with the august meeting's findings on psychological working environment. The combined evaluation is basis for action plans. The initiative has been well received. A few employees were absent and will receive email about a possible meeting, if needed. At a future lunch meeting, the committee will follow up on their work and invite a physiotherapist for general information and possibility for personal guidance on working positions, ect.

It is the department's responsibility to ensure a good working environment. Worn furniture will be replaced according to new standards, e.g. height adjustable desks. Priority is given in case of back issues and the like.

Screen glasses:

The department is allowed to pay up to Dkr. 1,100 per glasses. An agreement has been made with the company Louis Nielsen, but it is also allowed to use other companies. A new guidance is on the way. Link to the technical administration's rules:

<http://www.tekniskforvaltning.aau.dk/Arbejdsmilj%C3%B8/Sk%C3%A6rmbiller/>

ad 5 Environment:

No news

ad 6 Meeting Schedule 2016:

Tuesday March 15

Tuesday May 17)

Wednesday September 28 (joint with the department council)

Tuesday November 15

Meetings are held in room 0.2.15 between 12.30 and 15.30.
Invitations will be sent in Outlook.

ad 7 Any other business

Elections for study board and ph. d committee have been postponed due to technical problems. It is an uncontested election for the study board – both for VIP and students.

ad 8 Mødeevaluering

SAMU meetings are the right place to have the above mentioned discussion (Ad.1) concerning attitudes towards research vs. teaching.

Minutes taker:

Mette K. Andersen