

30. maj 2018

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## Minutes of Department Council Meeting 2018-02

**Time:** Wednesday May 23, 2018

**Place:** SLV300 room 0.2.15

### Members of IR

Students: Emil Jørgensen Njor (EJN), Rune Møberg Jacobsen (RMJ)

TAP: Helle Schroll (HeS), Mette Kaufmann Andersen (MKA)

VIP: Peter Dolog (PD), Jiri Srba (JSr), Hua Lu (HL), Giovanni Bacci (GB), Johannes Lindhart

Borresen (JLB), John Stouby Persson (JSP)

Chairman: Head of Department Kristian G. Olesen (KGO)

Absent w apology: Johannes Lindhart Borresen (JLB), Mette Kaufmann Andersen (MKA)

Absent wo apology: Emil Jørgensen Njor (EJN),

### Agenda:

1. Approval of the agenda
2. Messages and short news
3. New bylaws
4. The study environment
5. Other business

### Minutes:

- 1) Approval of the agenda  
Agenda was approved

- 2) Messages and short news  
The conflict was cancelled and the agreement is in voting by the union members these days.

#### Organizational changes

Progress is following the plan. Suggestions for the future organization are being produced these days. For more information on time schedule, please [find it here](#) (sorry for being in Danish only).

#### Graduation

The graduation is now the departments' responsibility. It will this year be held at the department and the arrangement will be a joint venture between the students and the department. There will be two coordinated sessions.

A course on the General Data Protection Regulation has been circulated. Please find more [information](#)  
The HoD urges all employees to go through the course no later than May 25, 2018

- 3) New bylaws

The revised by-laws has been circulated to the council by email. This is a minor revision of the by-laws as the school structure will cease to exist, the departments will be responsible for educations, and the

study leaders refer to the HoD. The split of tasks between the chairman of the study board and the study leader will be determined later.

Advisory Boards; questions to be answered is if there should be one or a number of panels e.g. per education or per department? Should the appointment of an advisory board be handled by dean or the HoD? Should there be common rules for the institution, the faculty, the department?  
The HoD recommends that the best solution is to place the decision power at the department level.

#### 4) The study environment

Semesterevaluations mention a variation of challenges and the next step is to determine the responsibilities for e.g. chairs, noise, group rooms, multiple groups in shared rooms, problems in city campus. These issues have all been handled except the group room issues. NOVI9 seems to be a good solution with both great group rooms and social areas.

The studio for Interaction Design has been completed, and some noise issues are going to be mended with a new very expensive door.

KGO acknowledges the great work that is being done by the students e.g. Netcompany sponsored a new coffee machine for the student's social areas in cluster 5. Also, the Hyttetur which is a major social annual recurrent event is organized by the students club, [the f-club](#).

The strategy has resulted in three reports concerning the study environment: An idea catalogue for work spaces, digital support for learning, and a report addressing communication between institution and students.

#### 5) Other business

No other business.

For the minutes: Helle Westmark