

## Minutes of Meeting in the Department Council 2016

**Date:** Wednesday 25th of May at 13.00 in room 0.2.15.

**Location:** SL300 room 0.2.15

### Present:

Student:

TAP: Helle Schroll (HeS), Tine Lykke Tindal Sørensen (TLTS)

VIP: Peter Dolog (PD), Jiri Srba (JSr), Hua Lu (HLu)

Johannes Lindhart Borresen (JLB), John Stouby Persson (JSP)

**Absent w/ apology:** Mads Kronborg Agesen (Mag),

**Absent wo/apology:** Morten Meyer Rasmussen (MMR), Giovanni Bacci (GB)

### Agenda

1. Approval of the agenda
2. Messages and short news
3. The physical environment
4. Policy for offices etc
5. Other business

### Minutes

ad 1 Approval of the agenda

The agenda was approved by the council

ad 2 Messages and short news

The study environment examination which is based on questionnaires answered by the students will be processed by study board.

ad 3 Physical environment

The medium and long term plans points on a relocation of the department at Frederik Bajers Vej 7 together with the department of Electronic Systems. A stable long term solution will be obtained in 2021 after the health department has moved to the new hospital and some relocation is expected in the summer of 2018 after renovation of existing laboratories. We are currently investigating different scenarios for the long term location and will follow up by solutions for the intermediate period.

On the long term we hope to be able to provide group rooms for all students, but this may be optimistic.

It has been suggested that the schools should be located at the faculty in the future, but there are no actual plans for that.

Our immediate challenge is the short term (autumn 2016). Our current situation with satellites where SW6 is located in NJV14 (big rooms) is working but definitely not the best solution. DAT6 is located in NJV 12 where room the size is not optimal, and 10<sup>th</sup> semester students are distributed in any free space. Room 0.2.18 (one big room) is arranged with 7 workspaces for Ph.D.'s and the SIRL lab is used for guests.

A number of issues are under clarification:

Prognosis for students and staff.

A possible move of IxD students to Rendsburggade. In case this is implemented it should be agreed for a number of years.

Group room free semesters vs. sharing group rooms or having a reservation system for group rooms. This decision has to be taken quite soon as it has major influence on the semester planning. The former tends to be preferred by both students and staff.

Impacts following from the embedment of MI in DES and DPT

Ideas for experiments to save office space (temporary solutions until we have new premises).

#### ad 4 Policy for offices etc

It was discussed if time limited experiments should be initiated to ease the acute need for offices. This could be a suspension of the current policy or some sort of benefits to compensate for shared or smaller offices.

The current policy:

- One associate or full professor per office

- Two assistant professors per office

- Three post docs or Ph.D.'s per office

- Two TAP per office

- One TAP per office for offices with high visiting activities

The main problem is the size of the offices and the potential for savings lies in the one person offices.

Suggestions for savings (temporary policies):

- No fixed office, work place from home

- Two associate or full professors per office (not recommended unless voluntarily)

- Small offices for associate or full professors (not desirable but may be necessary/aim for transparency and some kind of fairness)

- Use empty offices as meeting room for employees (some offices are empty some fixed days a week)

Schedule

June 6<sup>th</sup> 2016: The pieces for the puzzle are collected.

June 8<sup>th</sup> 2016: Decision concerning group room free semesters will be taken at the coordinating meeting.

~ June 22<sup>nd</sup> 2016: Decision on future location and changes following the re-organization is made by the head and the coordinating committee.

#### ad 5 Other business

No other business