

## Minutes of meeting

**Subject:** IGT Department Council  
**Date and time:** 27 February 2024  
**Location:** TEK Tesla (Ø28-508a-3)  
**Participants:** Jens Ejbye Schmidt (JESC)  
Henrik Karring (HKA)  
Mathias Porsmose Clausen (MPC)  
Martin Aage Barsøe Hedegaard (MARHE)  
Lilla Simon (LISI)  
Lars Duelund (LAD)  
Rikke Klindt Muller (RIKM)  
Hannah Sauer (HAS)  
Cathrine Gudtmann Juhler (CGJ)  
Line Boysen Christensen (LBC)

1 March 2024

mkh@igt.sdu.dk  
T +4565509672

**Cancellation from:** Lars Yde (LAY)  
Birgitte Lilholt Sørensen (BLS)

**Guest:** Knud Villy Christensen (KVC) – *agenda item 9*

**Minutes:** Mette Kornelia Hansen (MKH)

---

### Agenda:

1. Approval of the agenda
2. Introductory remarks and messages by the chairman
3. Welcome to a new member of the IGT Department Council
  - Election Group I: Lilla Simon, PhD student
4. IGT Department Council Rules of Procedure (Forretningsorden)  
The rectorate has approved the document with few corrections
  - 4.a) Corrections are visible in the attached Word document
  - 4.b) The attached PDF represents the approved version
5. APV, follow-up
6. Reform of the master education in Denmark
7. TEK's guide for international collaboration
8. Study environment, including indoor climate in group rooms, *Hannah Sauer*
9. Thesis organization information (thesis contract, supervision plan etc.), *Hannah Sauer*
10. Status: IGT Student Club
11. Planned future recruitment at IGT (fixed point)

12. Welfare and working environment at IGT (fixed point)
13. AOB, incl. next meeting

**Ad. 1**

Approved.

**Ad. 2**

None.

**Ad. 3**

Welcome to Lilla Simon (LISI) from the LCE group. She will replace PhD student Simone Della Bella in Election Group I.

**Ad. 4**

The IGT Department Council Rules of Procedure (Forretningsorden) has recently been approved by the rectorate with few corrections. There were no objections from the members of the Department Council.

The approved version will be uploadet at SDUnet.

**Ad. 5**

LAD has completed mini-APV in all IGT units. A more comprehensive report on this will be forwarded to JESC and then communicated at the upcoming TSU/TAMU meeting next week.

Follow-up from the TSU/TAMU meeting will be given at the next department council meeting in May.

An IGT Leadership Seminar took place in December 2023. Results and initiatives from the seminar will be presented to the entire department at our IGT Department meeting 27 February in the afternoon.

The Department Council was presented with the slides that the IGT Leadership group will present at the department meeting. Input to the content are more than welcome.

**Short overview of topics:**

Involvement and Transparency, Rule of Conduct, Mentorship, Onboarding Procedure, Systematic Internal Review of Applications (also for postdocs), Diversity (just completed workshop),

**Strategy**

In addition to our IGT Strategy each unit will create a short research strategy on unit level. At our department seminar in May these unit strategies will be presented and combined with our overall IGT Strategy. Furthermore, the leadership group wishes to focus on increasing collaboration across units. This area will also be addressed at the seminar.

**Ad. 6**

At the moment no update is available concerning the reform of the master education in Denmark. At present all rectors are negotiating.

The short master programme will not be introduced or only to a limited extent in the engineering educations which is positive news. We also know that forward-looking there will be more study places for foreign students (In 2029: 2.500 extra study places for international students).

However, there will be a cut-down for bachelor students. Focus is on educations with high drop-out rates. At TEK we have a relatively high drop-out rate.

The above upcoming changes will have a huge effect on the landscapes of the universities. Life-long learning will be implemented from 2028.

**Ad. 7**

JESC gave short information on TEK's guide for international collaboration:

When hiring international staff we are asked to assess them in the following categories:

- **Green** – European countries
- **Yellow** – Others (expected red countries)
- **Red** – China/Russia/Iran

Research are divided into colors also. Our job is to evaluate if there is a risk in the combination of colors. MPC requested guidelines for what is considered green, yellow and red research. A draft of the guidelines has been sent out to the HoU and will be discussed at the next HoU before implemented at TEK.

JESC explained that research concerning the military is in the red category. We do not have directly military research – but lots of dual use. Most of our research in the labs means we will end up in the “red category”.

JESC displayed a TEK draft (not yet available, see comment above) on assessing benefits and risks in international collaboration on Research & Innovation.

In the future it will be the responsibility of the HoU to do the evaluation during hiring of new staff. Please approach JESC if you find yourself ending up in yellow or red zones or if you have any questions related to the above.

JESC confirmed that already employed people do not have to undergo a new evaluation in relation to the above. However, if issues/questions arise, please consult JESC.

**Ad. 8**

Air quality in inner offices quickly gets very bad and the general indoor environment is not very good which is problematic. JESC acknowledged this issue and explained that there is a continued focus on this topic (rooms without windows).

The main responsible at TEK, Susanne Arnsted, has already made a procedure for these problems.

At the moment we are lacking offices for students that are doing their final thesis work (approx. 200 spaces are lacking). One of the main reasons for this new situation is that rector has stopped the lease of several locations outside TEK. TEK is therefore very challenged in terms of space.

At some point (in the fall) all students will be asked to fill out an APV. JESC encourages all students to describe these issues in the upcoming APV.

### **Ad. 9**

HAS has raised the issue of Thesis organization information, including the challenge of finding the supervision plan mentioned in SPOC.

KVC explained the following:

#### **1. Supervision Plan**

The plan is available at mitSDU – but is not easy to find.

KVC described the current process and has informed Alexandra Vahala Hvass from TEK Education that the link is dead. This will hopefully be fixed soon. KVC acknowledged that the content is quite outdated.

The Faculty Study Board will have to take care of this.

The purpose of the plan is to create structure and to secure that the students and the supervisor are actually having meetings. Student and supervisor needs to agree on e.g. dates for finalizing literature. The main point is that the plan is there to ensure that both parties live up to their obligations and that the students get the supervision they are entitled to.

If students experience challenges they can reach out to the head of programme.

Suggestions in relation to the supervision plan must be directed to the Study Board. HAS will send suggestions to KVC and these will be forwarded to the Study Board who will appreciate the input.

#### **2. Project Description**

HAS pointed out that it is not stated anywhere what has to be in the project description. The IGT Educational Leadership has discussed this issue and KVC stated that it is rather difficult to make a specific guideline and totally streamline the process.

When you send in your contract/application the title of your project becomes fixed. Subsequently the Study Board needs to approve any changes.

The Study Board assures that the project is relevant (engineering angle and not purely exploratory) and possible to do within the given timeframe and the resources available. One prerequisite is that the project must be new and not a repetition of previous projects.

The description is allowed to be a bit “fluffy”. This leaves room for maneuvering.

Also, the purpose is to protect the students and avoid too much administration and micro management from the government.

MARHE will take the following suggestion to the Study Board:

Addition of bullet points in the template (purpose, timeframe, resources available, resources needed, has it been agreed with the supervisor, company involvement etc.)

#### **Ad. 10**

JESC has requested an update concerning the IGT Student Club. The students informed that a Facebook Group has been established and that members are starting to join. The plan is to have a meeting for everyone. However, one challenge is that no one has a lot of time to run the student club.

JESC noted that TEK, at present, is lacking a lot of rooms. This means that if it turns out that there is no activity in the allocated rooms, we might risk that one of the rooms, or maybe both, are reclaimed. JESC therefore encouraged the students to get activities started.

Kathrine Lynge Wiingaard ([kalw@igt.sdu.dk](mailto:kalw@igt.sdu.dk)) from the IGT Secretariat will help organize purchases etc.

#### **Ad. 11**

During the next 3-4 months the following recruitments are planned:

##### Chemical Engineering

1.4: Money from Villum PtX accelerator. Raghunandan will be hired 2 years (Consultant).

##### Biotechnology

1.4: Food & Biocluster – Research Assistant for 3 months (Eva and Michele)

1.5: Novo Postdoc 3 years (Mathias)

1.6: Horizon Postdoc 2 years (Michele)

1.6: Horizon Postdoc 2 years (Mathias)

##### LCE

1.3: Green Drugs Postdoc 1 year (Morten)

#### **Ad. 12**

The IGT Welfare Committee is, together with the IGT Leadership Group, in the process of planning the upcoming IGT Seminar taking place in May.

The Welfare Committee, and the department, is planning on repeating the Semester Start Reception. This event will take place in September.

#### **Ad. 13**

A general discussion on the redistribution of office places took place.

It was suggested to consider establishing “meeting boxes” in the corridors or in open spaces around TEK. This would leave the possibility of conducting online meetings without disturbing the rest of the office and also give the opportunity to have confidential meetings.

The above is especially a need if you share an office with others.  
JESC will bring this suggestion to the TEK Leadership.

---

Next meeting in the IGT Department Council: 29 May 2024, 10.00 – 12.00 (Tesla)