

## Minutes of meeting

**Subject:** IGT Department Council  
**Date and time:** 18 February 2026, 13.00 – 15.00  
**Location:** Tesla

18 February 2026

**Participants:** Jens Ejbye Schmidt (JESC)  
Henrik Karring (HKA)  
Vahid Karimi (VAK)  
Raghunandan Sharma (RASH)  
Shuang Ma Andersen (MASHU) – *left the meeting 2 pm.*  
Simon Svane (SIMS)  
Kathrine Lynge Wiingaard (KALW)

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**Guests/observers:** *Mathias Porsmose Clausen (MPC) - cancellation*  
*Hossein Nami (HON) - cancellation*  
Christian Godsk Andersen (CGA)  
Emma Kaae Løfgreen Tveden-Nyborg (ETN)

**Cancellation from:** Marie Lykke Diget (MLD) - *internship*  
Maiken Helene Vestergaard Pedersen (MHP) – *internship*  
Jasper Lorens Betton (JLB)  
Christina J. Birke Rune (CJBR)  
Martin Aage Barsøe Hedegaard (MARHE)

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

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### Agenda:

1. Approval of the agenda
2. Introductory remarks and messages by the chairman
3. Use of TEK-manager and ensuring accurate updates
4. Laboratory technicians' role in research and teaching
5. Use of teaching portfolio at performance and development reviews (PDR/MUS)
6. Financing of PhD students on EU projects
7. Feedback from the IGT Department meeting held on 30 January 2026 about brainstorming and applications for the Research Reserve
8. Welfare and working environment at IGT (fixed point)
  - IGT Welfare Committee and use of IGT Coffee Room
9. IGT Student Club (fixed point)
10. Planned future recruitment at IGT (fixed point)
11. AOB, incl. next meeting

**Ad. 1**

Approved.

**Ad. 2**

JESC welcomed CGA and ETN as new student observers. They will attend upcoming department council meetings during the internship period of MLD and MHP. JESC also reminded all members that confidential information may be discussed at these meetings, and everyone is expected to maintain confidentiality.

**Ad. 3**

Budgeting system updates will occur quarterly. Any necessary changes should be implemented in TEK-manager promptly. JESC provided clarification on the rules covering staff on base funding and the procedures for allocating funds within TEK-manager. All project owners are responsible for timely updates to their project budgets, and late changes after approval are discouraged. All modifications must be coordinated with Head of Unit (HoU).

**Ad. 4**

A new monthly lab meeting has been established to address any issues in a timely manner. The optimal use of technicians was discussed, and minutes are available in the IGT Teams folder here: [2026-02-06 Minutes IGT Laboratories - monthly status meeting.pdf](#).

Clarification is underway regarding the specific tasks technicians can handle and which services require payment. A table summarizing this information is being developed. While teaching support is covered to some extent, there remains a minor “grey area” for limited lab testing to allow for flexibility. Lars Duelund and JESC are currently finalizing the guidelines for these procedures.

New guidelines and declaration forms for projects and student work are being implemented to ensure the efficient use of technicians and lab resources.

An overview of available technician resources has been requested to facilitate better project planning and minimize delays.

This initiative is a response to past challenges, and feedback for JESC is welcome.

**Ad. 5**

The process for conducting MUS was discussed with emphasis on the importance of updating teaching portfolios - especially for those involved in teaching. It was agreed that teaching development is a key part of MUS, and updated teaching portfolios must be updated ahead of the November/December MUS review to identify areas needing support, such as additional courses. This is intended as a helpful tool.

It was clarified that updating the teaching portfolio is not expected of PhD students but is required for assistant professors, who have teaching responsibilities. Knowledge dissemination and teaching involvement are encouraged for those aiming to stay in academia, as this experience supports future job applications. These topics can be discussed more informally during the 2<sup>nd</sup> MUS which is more flexible. However, it is not mandatory.

**Ad. 6**

Financing of PhD students on EU projects: Previously, funding covered all PhD students. Now, only research-related costs are supported (typically up to 80%), with the remaining

20% needing to be self-financed by the unit. Teaching or conference activities may be eligible for coverage if they are directly related to the research.

#### **Ad. 7**

The department is shifting to a collaborative approach for research reserve applications, moving away from individuals applying alone. Instead, teams will brainstorm collectively to determine who will submit applications for each opportunity.

The expectation is that this change will lead to fewer, but higher-quality applications and an increased success rate.

This process may mean that some staff members will not be selected for certain applications, as prioritization becomes more strategic. Potential concerns and risks were acknowledged, and it was clarified that JESC will have the final say when there are multiple applications, while remaining flexible when appropriate.

The brainstorming sessions are intended to create a safe space for idea-sharing, focusing on how to optimize the process. It was emphasized that discussing an idea briefly in a brainstorming session does not establish ownership, and there needs to be a balance in what is shared. The difference between excluding someone from a future application and appropriating an idea was discussed - respect for the original contributor is expected even if they are not included in every project. JESC welcomes feedback from those who participated in the January meeting.

#### **Ad. 8**

IGT Coffee Room Usage and Renaming: JESC has been discussing with the IGT Welfare Committee about the current use of the coffee room. It was noted that if the space is not utilized sufficiently, it may be repurposed for office use. To encourage greater use, the room will be renamed "IGT Staff Lounge" and considered as a lunch area, with potential changes to furniture such as moving the high table and adding more round tables.

Ideas to increase usage of the IGT Coffee Room include holding common breakfasts twice a month and weekly coffee meetings. The room will remain unbookable for meetings and is not part of the room booking system, ensuring it is always available for staff to meet and socialize.

Suggestions to further enhance the space, such as adding a projector, TV screen, or vending machine, were discussed. However, vending machines are not feasible due to canteen contract restrictions. JESC is open to purchasing items to support increased usage and welcomes further suggestions.

#### **Offices outside TEK - status:**

TEK has fully utilized all allocated space, with no available offices or project rooms remaining. The department is currently short by 75 offices and needs additional project rooms, some of which have already been repurposed as offices. There is also a lack of laboratory space, with an immediate need for 250 m<sup>2</sup> of extra space this year. Looking ahead, a new building is planned, but its completion is expected to take at least five years.

It is anticipated that a new pavilion will be available soon to address the current needs until the new building is completed, with the hope that it can be ready by next summer. While office spaces can be set up relatively quickly, laboratories will require more time. Additionally, the introduction of "flyer offices" at TEK is being considered as a potential solution to these challenges.

#### **Ad. 9**

Student representatives reported ongoing event planning, including an upcoming event and a recent meeting. The student lounge is frequently used, especially by bachelor's students for socializing. JESC is supportive of student initiatives and activities that enhance student satisfaction and encourage connections across different semesters. It was also noted that while alcohol is generally not permitted at SDU, exceptions are made for certain events or celebrations.

#### **Ad. 10**

Planned future recruitment at IGT (only base funding):

##### **SDU CHEM**

- DIAS Fellow, deadline end February (tenure track) – start as assistant professor
- Assistant or associate professor in chemical engineering
- Full professor(s) in chemical engineering later this year
- Technician

##### **SDU BIO**

- Assistant professor in synthetic microbiology
- Technician
- Discussion on making a call: ERC holder – associate professor (NNF Recruit starting package)

##### **SDU LCE**

- Associate professor within Bhuvans research area
- Technician within analytical chemistry (PFAS)

#### **Ad. 11**

Student lunch break

Received input from JBL on behalf of the students:

The issue regarding the implementation of a lunch break for students was raised again, with students expressing that the absence of a proper lunch break is unjustifiable. JESC noted that this topic needs to be addressed at SDU level rather than solely within TEK. Although the request was previously denied, the new TEK Director of Studies, Thomas S. Toftegaard, has initiated discussions with the SDU Vice Rector responsible for teaching. Currently, progress is pending the appointment of a new individual to the relevant position, and updates will be provided as more information becomes available.

Consultation (høring) concerning a model for shortening master's programmes by one month – a consequence of the Master's Reform

A consultation regarding the proposal to shorten master's programs by one month, in line with the Master's Reform, was discussed. The main suggestion considered was reducing

the period between thesis submission and defense (suggestion A), which is also the students' preferred option.

Input from MPC was reviewed prior to the meeting and agreed upon, but it was noted that none of the proposed models are ideal; the change is being enforced by the ministry.

It was agreed to provide the above feedback before the consultation deadline 11 March 2026.

Responsible: JESC.

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Next meeting: 13 May 2026, 09.00 – 11.00 (Meeting Room “TEK Tesla”)

Agenda items are welcome at [mkh@igt.sdu.dk](mailto:mkh@igt.sdu.dk).

JESC proposed inviting IGT representatives to the next meeting to present ongoing work related to the development of new education programs within the department.

It was agreed that this topic should be included for discussion at the upcoming meeting.