

## Minutes of meeting

**Subject:** Department Council meeting IGT  
**Date and time:** Wednesday 17 November 2021 (13.00 – 15.00)  
**Location:** Tesla  
**Participants:** Jens Ejbye Schmidt (JESC)  
Birgitte Lilholt Sørensen (BLS)  
Henrik Karring (HKA)  
Lars Duelund (LAD)  
Martin A.B. Hedegaard (MARHE)  
Lars Yde (LAY)  
Rikke Klindt Muller (RIKM) - online  
Mathilde Snijder (MAS)  
Olivia Krenz Ranum (OLRAN)  
Sille Petrine Vest Hansen (SILLH)

**Cancellation from:** Haiyan Qu – *vice chairman* (HAQ)  
Simone Della Bella (SIDB)

**Minute taker:** Gitte Krøyer (GKR)

23 November 2021

gkr

gkr@igt.sdu.dk  
T 65507264

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### Agenda:

1. Approval of the agenda
2. Introductory remarks and messages by the chairman
3. New employees
4. Welfare and working environment at IGT (fixed point):
  - a. APV/Workplace assessment
5. Teaching seminar
6. This spring: Seminar on clear goals and clear feed back
7. Sustainable Development Goals (fixed point)
  - a. Certification of labs
8. Planned future recruitment at IGT (fixed point)
9. AOB

**Ad. 1: Approval of the agenda**

Approved.

**Ad. 2: Introductory remarks**

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**Ad. 3: New employees**

JESC presented the new employee since last meeting.

As to future recruitments, we are a little optimistic about the start date for new hires at the end of this year and early next year. Kindly see attachment.

**Ad. 4: APV/Workplace assessment**

JESC reported that there are 78 people in total at the department, of which 40 people meet the requirements for answering the survey. 39 of them did complete the survey. On Friday at our weekly coffee meeting, we start working with the APV at department level. We jointly select focus points. Subsequent work takes place at the section level. Topics that are stated on all sections, we also take at the departmental level. The management team participates separately in the process. After Friday, we will have an overview of the focus points on which we need to continue working. Unfortunately, this APV is not good reading. We must do better.

HKA commented that as he saw it, the workplace has become increasingly poor. We need to do something drastic. At the last APV, the process did not lead to anything and he was concerned that this time nothing will happen either. JESC agreed that something needs to be done and that the health and safety organization has talked about it. The focus will depend on what focus points come up on Friday. In the setup, there is a requirement that deadlines are met and that an action plan be drawn up. This action plan will be publicly available, and the Danish Working Environment Authority will be able to see it if they visit.

MARHE pointed out that it is all about trust and communication. Stress comes from different things in relation to one's position. He also stressed that there is a difference in response to the language in which one has and has responded.

MAS added that stress from teachers rubs off on students.

SILLH added that she saw many bachelor students considering looking elsewhere for the same reason.

LAY pointed out that rounds of layoffs have a negative impact on the working environment.

JESC commented that it is often difficult to divide the time between research and teaching.

BLS could tell that TEK's overall budget is also under pressure. The economy must be interconnected. The focus is on the relocation of educations.

JESC: A measure to optimize and inform about how we can make the most of hours available, is the first teaching seminar as well as the upcoming one, which will be held at the end of January 2022. This should also be seen in the cooperation with the sections

on the announcement of clear goals and feedback. This may solve part of APV's negative results.

JESC referred to the fact that the flow of information to colleagues and students also takes place through the Department Council. We can do better than that. You are as members elected to represent the various professional groups at the Department. Please go back to your sections with input from these meetings, and if that does not help, it should be on the agenda here again.

Then we had a general talk about a lack of community, teaching and silo division. JESC indicated that the sections will not be removed.

JESC rounded off the talk by pointing out that IGT does not have a single answer to bullying/abusive behavior as we are too few respondents. This will be handled by TEK overall. Bullying/abusive behavior based on TEK's response, about 10% have felt exposed to this. Statistically, therefore, approximately 7-8 people have been exposed to this at IGT.

We must keep that in mind.

#### **Ad. 5: IGT Teaching Seminar**

JESC: We have had a seminar, organized by the heads of programme. The purpose is, among other things, to create an understanding that the programmes are interconnected, e.g., the students gain knowledge on specific subjects in an early semester for use for later semesters.

The seminar also looked at who should teach which subjects and what prerequisites should be given.

All heads of programme must be able to draw up a plan that is longer than 2-3 months ahead.

The next seminar will be held in January and will create an understanding of:

1. Teaching matrix: a tool to identify possible teaching contributions based on the researcher background.
2. The learning paths: review of the course content based on what has been taught before, what expected after, and the programme.

(The tentative agenda for the seminar).

A third seminar on TEK Manager, gives an overview of what is taught. Finally, a review of how STÅ is generated as well as the chain of command in the administrative part, including the role of the Study Board, from head of education, head of section and head of department to director of education.

#### **Ad. 6: Seminar on clear goals and clear feed back**

JESC: A seminar is planned on the subject. The management team is the author of a document defining titles and what tasks can you have at the Department, including article writing, projects, teaching, work at departmental and faculty level, international, and the like. Expectations for the different groups of employees e.g., Phd, post doc, etc.

This document is used for MUS with the immediate leader. Clear objectives are set for the year including a follow-up. As such, it will not be a list of answers, but more a speech paper.

#### **Ad. 7: Sustainable Development Goals**

SDU still focusses on this issue.

IGT's own goals were defined at a Christmas event two years ago og at a seminar where Henrik Wenzel pointed out ten goals for sustainability. SDU offers suggestions on what to do and not to do. In our teaching, there are also projects for sustainability. IGT needs to move in the right direction, too.

LAY: My GreenLab a private organization that issues certifications. Other laboratories have this certification. It is a major task to be part of this pilot project. A great deal of work needs to be done. Many employees are involved, and it is a resource-intensive process. Technical Service can implement it over the year.

#### **Ad. 8 Planned future recruitment at IGT**

See Ad. 3.

#### **Ad. 9 AOB**

Unemployment rate for graduates in MSc Environmental Engineering was previously below the national average in education, now it is soaring 24%

This can result in a reduction in the number of enrolled students in the programme, even though the industry is asking for graduates. In LCE, there is a need for the students to speak Danish.

#### **Petriskålen**

Sent it out to the members.

Next meeting: February 2022 (meeting invitation will follow).