



Vælg et element.
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Minutes Working Environment Committee Meeting (AMIU), May 3rd, 2021

Participants: Casper Schou, Jette Marie Christensen, Karina Kjeldgaard Ludvigsen, Kjeld Pedersen, Peter Fojan, Thomas Sørensen Quaade.

Absent: -

1. Approval of minutes and agenda

Enclosure 1: Link to MP's intranet; Minutes of AMIU meeting on March 25, 2021: https://www.intranet.mp.aau.dk/digitalAssets/995/995935_referat-amiu-250321.pdf

Approval of minutes from the last meeting and approval of the agenda for today's meeting.

Welcome Thomas ☺ Minutes and agenda approved.

2. Constitution

Enclosure: none.

The committee will elect officers – Head of Department is always chairman, whereas a deputy chairman must be chosen among the employees.

Constitution in place – officers elected: Kjeld is chairman and Thomas is deputy chairman.

Follow up:

Anne will call meetings with the chairman and deputy chairman regarding the agenda approximately 14 days before the AMIU meetings.

3. Approval of changes in the organization of the working environment at MP

Enclosure 2: Organization of the working environment work at Materials and Production - April 2021

Central AAU decisions regarding concurrent elections as well as organizational changes at the department (closure of the department in Copenhagen) entail changes in the way we have so far organized us. Proposals for changes are marked in enclosure. Are there other matters that must be added before it can be approved by the committee?



There is agreement that current organization with working environment groups, which handles the daily and practical tasks in the individual sections/groups, works well. And it also works well that a Working Environment Committee focuses more on the strategic and overall tasks.

Proposals for changes have been reviewed and discussed. Proposals have been adopted as outlined in enclosure 2, with the following adjusting:

- we maintain the option of electing 1-2 working environment representatives in the two largest working environment groups ('Production' and 'Physics and Mechanics')
- we do not maintain the election of substitute members, but we want supplementary elections to be held in situations where a working environment representative is forced to stop his or hers duties prematurely.
- we do not maintain that the outgoing working environment representative is responsible for conducting elections, as the responsibility for this is placed with the management at the department in connection with the AAU decision on simultaneous elections.

Follow up:

Anne corrects proposals as agreed, gets it translated so it becomes a final approved document. Anne will also do the necessary updates on MP Intra.

4. APV – action plans

Enclosure: Actionplan2021_cross-disciplinary

As decided at the previous meeting on March 25, 2021 we will receive a status from the working environment groups on their action plans and prepare the cross-cutting action plan for the department. Which issues shall we address? – besides the inquiry to HAMIU/AMS about insufficient data and challenges in connection with Well-being Survey as discussed at the last meeting on March 25, 2021.

All work environment groups are progressing.

Topics / initiatives for cross-cutting action plan:

- Well-being measurement – data base and challenges | Contact HAMIU / AMS
- Re-boarding – presence and meeting culture after corona, strengthening relationships across (professionally and socially), managing work pressure / work hump | Discussions, cross-cutting events, give words to the problem?
- Unbalance in service level around supervision – common framework and norms, strengthening the collegial ties | discussions among coordinators, sections and groups?
- Better well-being among juniors – study of employment conditions and challenges, matching of expectations, knowledge of career policy | Data collection and meeting/discussion with juniors?

Follow up:

Anne makes a draft of the cross-cutting action plan based on discussion of topics / initiatives and sends proposals around to the committee. All working environment groups continue to work with their own action plans and send both documentation for mapping and action plan to Anne when they are ready. Deadline for submitting action plans to AMS is June 30, 2021.



5. Any other business

Enclosure: none.

Jette and Thomas will soon be preparing for the working environment discussion on June 10th with the Consultation Committee (SU) (as agreed at the last meeting of AMIU on March 25th). Thomas talks to Lars Rosgaard before the preparatory meeting to hear if there is any input from their side.

Renovations in Fib16 starts in the beginning of 2022... there is plenty of time, but we must be aware of it in relation to the working environment. It is gratifying that we can look forward to the redevelopment because it will solve the problems around ventilation, which we have not been able to do anything about for many years.

Follow up:

Anne books a preparatory meeting for Thomas and Jette.

6. Communication to the department

Enclosure: none.

Anything from today's meeting that we need to communicate to the employees and who will do it?

We will post minutes on MP's Intranet as usual.

Follow up:

Anne makes sure to communicate the minutes to employees via MP's Inside News.