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Minutes of Working Environment Committee meeting on June 10, 2021 at 8.00-11.00 - Working environment discussion [Klik eller tryk her for at skrive tekst.](#)

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

**Other participants:** MP Samarbejdsudvalg deltager under punkt 2 fra kl. 8-9; Brian Vejrum Wæhrens, Kjeld Nielsen, Klaus Kjær, Lars Diekhöner, Lars Rosgaard Jensen, Michelle Malaca Nielsen.

**Absent:** Astrid Heidemann Lassen (SU member)

## 1. Approval of minutes and agenda

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Enclosure 1: Link to MP's intranet "Minutes from meetings"; see Minutes of AMIU May 3, 2021: <https://www.intranet.mp.aau.dk/committees-councils/amiu/minutes/>

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

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Minutes and agenda approved.

## 2. Working environment discussion: debate and input to the working environment work 2021/22 - SU participates

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Enclosure 2: Link to material from the Working Environment Section on working environment discussion: <https://www.arbejdsmiljoe.aau.dk/arbejdspladsvurdering/#359211>

Enclosure 3: Link to Working Environment Discussion 2020: [https://www.intranet.mp.aau.dk/digitalAssets/857/857926\\_referat\\_arbejdsmiljoedroeftelsemp2020\\_godkendt.pdf](https://www.intranet.mp.aau.dk/digitalAssets/857/857926_referat_arbejdsmiljoedroeftelsemp2020_godkendt.pdf)

Enclosure 4: Status and proposals for topics 2021/22

*A) What has filled a lot in the last year? AMIU gives a brief status of the past year's work in the working environment committee and SU talks about their work related to working environment.*

*B) Debate, ideas and input on possible topics for the coming year. What topics should we focus on in 2021/22?*

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### A) Status

Kjeld started by setting the framework and purpose for the discussion with the Joint Consultation committee. On behalf of AMIU, Thomas gave a status of the working environment work based on the points described in enclosure 4 (Status and presentation of topics 2021/22). It has been a year where the working environment has been very much affected by the corona situation and where we have not been able to carry out the events we would like. The internal communication at the department has also taken new forms due to the repatriation. Among other things, we have not been able to gather in the common room on Fridays, but have held shorter

digital staff meetings and question hours. It has worked well, and is something we can consider keeping in the future. It has been very much up to the groups and group coordinators to stick together and ensure information flow.

We have been bothered by a lot of noise on Fib 14 and 16 from surrounding buildings (during the periods we have been on campus).

## **B) Debate and discussion**

We were around the following inputs and topics:

- **Reboarding**  
How do we get people well back on campus and ensure continued well-being for all. How we rediscover and strengthen workplace relationships, meeting culture and presence.
- **Onboarding**  
We can continue to become better at welcoming new colleagues and getting them well integrated professionally, socially and culturally. This requires close collaboration and interaction between VIP and TAP, and that the individual research groups take responsibility for the new colleagues. Can we be even more at the forefront, especially around practical matters (workplace, computer/programs/it...)?
- **Internal communication**  
More clear communication and information flow with/to employees about major important things that are happening at the department, for example the forthcoming rebuilding of Fib. 16 and the relocation of the 1st year students. It is important that everyone is in the loop.
- **Offensive behavior**  
Continued and ongoing attention and speaking; 1-1 (for example at MUS), in groups, sections and at the department in general. There are no easy and quick solutions, it is about us having/creating a healthy culture, where we help each other set boundaries and talk about what is okay and what is not okay. We want the abusive behavior to come to life no matter what form it takes. Ambassadors out in the environments? Posters/visibility?

## **3. Working environment discussion in AMIU**

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Enclosure 5: Template for working environment discussion.

*The working environment discussion follows the agenda in the template - see enclosure.*

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The working environment discussion has been carried out based on the template – see points, goals, etc. in the minutes from the working environment discussion.

### **Follow up:**

Anne drafts minutes from working environment discussion – AMIU gets it for approval before we send it to AMS (deadline August 31). Anne will also inform SU.

## **4. AOB**

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Enclosure: none.

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Status of mapping and action plans from the individual groups:

- Casper, Production - mapping and action plan are made.
- Karina, Secretariat - mapping and action plan have been made.
- Thomas, Laboratory - mapping is done, action plan lacks final finish
- Peter, Physics / Mechanics - mapping and action plan are being prepared.
- Anne, Common/transversal - action plan is being prepared and sent around to the committee for approval.

The deadline for submitting action plans to AMS is June 30th.

**Friday bread** – not common as we use to, but the individual groups are welcome to order bread. You are welcome to send an email regarding purchases no later than two days before, and we will order it in the canteen.

***Follow up:***

Peter and Thomas sends the final mapping/action plans to Anne no later than June 25. Anne provides a common action plan and sends it all to AMS + publishes it on MP's intra.

**5. Communication to the department**

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Enclosure: none.

*Is there anything from today's meeting that we especially need to communicate to the employees and who does it?*

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Minutes will be posted on MP's intranet as usual.

A joint announcement must be made about the working environment discussion and the goals we have set for the coming year (when it is in place). However, it cannot stand alone; the working environment groups must also carry the torch and make sure to mention goals and focus areas whenever possible.

***Follow up:***

Anne communicates information via MP's intranet, etc. - see also above.