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Vælg et element.

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Date: [Brevdato]
Case No.: [Sagsnr.]

Minutes of the meeting in The Joint Consultation Committee MP on March 4 2022

Participants: Jens Christian Moesgaard Rauhe, Jette Marie Christensen, Astrid Heidemann Lassen, Lars Rosgaard Jensen, Brian Vejrum Wæhrens, Michelle Malaca Nielsen, Klaus Kjær, Kjeld Nielsen, Lars Diekhöner

Unable to attend: Jens Henrik Andreassen

1. Approval of minutes and agenda

Appendix 1: Link to MP intra, see minutes of SU meeting 8. December 2021 and extraordinary SU meeting 12. January 2022: <https://www.intranet.mp.aau.dk/committees-councils/joint-consultation-committee/>

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

Approved

2. Orientation from chairman and deputy chairman

Jens og Lars orientates – among others about target agreements and rehousing

Target agreement meetings have been held with the dean's office and with the Rector. They have been approved but might be supplemented with KPI's. The agreement must be shared with the employees (intra) as soon as it is ready.

A debate about how we get enough support for the funding work. There is a call for a local proactive coordinator and a partner for discussion in the process.

Rehousing has gone well for now. APV will be completed the following weeks. There is a social housewarming event 25.03.2022.

Follow up and who-does-what:

Information about the target agreement in MP inside with link to the agreement on intra when it is ready (JMC).

3. Reestablishment employee side in SU

Appendix: None

Employee side orientates about reestablishment

Lars Rosgaard resigns as TR 01.04.22 and will be replaced by IDA TR on MP by Benny Endelt. The deputy chairman post will have to be reoccupied. A new employee, Camilla Kristensen, has been hired in the secretariat, who is TR for KS. It must be clarified whether she gets a seat in SU, by which there will be 2 representatives from the secretariat. The reestablishment must be clarified on the employee side, Klaus Kjær is the coordinator.

Follow up and who-does-what:

KK informs JMR and JMC, as soon as the reestablishment has been clarified.

4. Onboarding

Appendix:

- Onboarding on MP by new colleagues and guests – presentation from the working group
- Welcoming letter MP 03.11.2020

Recommendation: There has been set up a working group under SU consisting of Brian Vejrum Wæhrens, Kjeld Nielsen, Michelle Malaga Nielsen and Jette Marie Christensen. The working group will send proposals for future procedures for discussion.

The working groups proposals will be presented and discussed. The proposal is approved with the following changes:

- Head of section meetings are not manageable every month but will be replaced with an introduction in connection with the tour upon arrival and a meeting every third month.
- Welcoming brochures: MP social club and a request to use the canteen will be added
- Material: It will be added that it is requested to send presentation emails around when people has started

The material will be adjusted and brought to the coordinator meeting. The groups will be asked to plan on how to do it.

Follow up and who-does-what:

JMC will adjust the proposal which will be sent out with the minutes.

JCM will bring the material to the coordinator meeting.

5. Teaching distribution spring 2022

Appendix: MP Teaching distribution spring 2022

Recommendation: Orientation and discussion about the teaching distribution for the spring semester

The published material has been discussed with the following comments:

- The presented distribution is temporary which can give some odd and non-valid pictures.
- Employees, who do not teach, cover among others for the employees who are on their way in or out. Employees who are on their way in will typically get teaching assigned which will be included in the final distribution.



- The distribution looks uneven. It is good that no assistant professors are overloaded but also alarming that the distribution looks very uneven. It is hard to judge whether it is a problem in the light of this statement.
- The head of sections will have a dialogue with the employees in relation to the staff performance reviews about their division of tasks and time consumption.

SU will from now on have an annual survey, when the year is over, so the data is valid combined with a managerial assessment of whether some employees have a too small or too big teaching strain, and what effort one does. We are working on getting this from 2021 on the next SU meeting.

Follow up and who-does-what:

The item will be processed when the final distribution for 2021 can be presented.

6. Staff wellbeing barometer 2021

Appendix: Staff wellbeing barometer Department of Materials and Production 2021

Discussion of staff wellbeing barometer 2021 for MP

The staff wellbeing barometer for 2021 was discussed:

- Positive that the job satisfaction is maintained and marginally improved.
- Stress is alarming. Important with focus and different initiatives. The handling of stress is better when it is a joint responsibility. There is no quick fix, it takes a long-term effort where we work with the culture and the resources.
- There are big differences between different groupings (men-women, young-old, tap-vip)
- There are unfortunately still harassment but fortunately fewer and no one experiences it regularly. We need a focus on encouraging people to talk to someone about it. JCM will write out that harassment are unacceptable and encourage people to go to their leader, AMR, TR or a colleague.
- Stress is unfortunately a general problem on AAU. We could use more support from HR or the like. We are taking the problem further/up where we have the possibility to do so.
- Cooperation with AMIU about efforts. We also need input on how to work with it.

Follow up and who-does-what:

Follow up on next SU meeting.

7. Budget and economy

Appendix: MP Annual accounts 2021 Budget 22-24

Orientation about the Annual accounts 2021 and Budget 2022-24

Taken into consideration. We need to be aware of a line of funds on the faculty.

8. Any other business



Discussion of the students' workplaces. Maybe corona has changed the behavior of the students. We need to be aware of not getting a lot of space that is not getting used.

LR says thanks for the cooperation.

KK referred from HSU.

9. Communication to the institute

Is there anything from today's meeting that needs to be communicated, and who will do it?

Jens will write a request about talking to other about stress, harassment and so on.

Onboarding will be communicated by coordinators and written to all employees afterwards.

Follow up and who-does-what:

Statement about wellbeing: JMR will write out

Onboarding on coordinator meeting: JMR

Statement about onboarding to everyone: JMC