

Minutes from meeting in IMADA's work environment committee

Time and place:	16 February 2026 from 13.00 – 14.30 in IMADA's Meeting room 4
Participants:	Martin Svensson (MS), Kristian Debrabant (KD), Maiken Westen Holm Svendsen (MWHS), Nicolai Dinh Khang Truong (NDKT), Michael Steensen (MIST), Mette Elise Jørgensen (MEJ), Lukas Galke (LG), Jonas Alexander Havstein Whittlestone (JAHW), Anne Sofie Høj (ASH), Søren Brolund Ulriksen (SBU) and Lone Seidler Petterson (LSP)
Absence:	Emanuela Marchetti, Leonie Krull and Michael Lindhardt Madsen
Minute taker:	Lone Seidler Petterson

1. Welcome and introduction

Presentation round.

2. Approval of the agenda

The agenda was approved with no further comments.

3. Follow-up discussion about information to employees at IMADA

MS has added several useful links to the IMADA newsletter. These include links to the *råd, nævn og udvalg* pages, the whistleblower scheme, emergency management and evacuation procedures. People may not need these every day, but it is helpful for everyone to know where to find them.

It is also considered adding a link to the standard IT equipment overview and the IMADA form to order equipment (write to 317@imada.sdu.dk).

If there are requests for additional links, please contact MS so they can be added next time.

The current communication flow setup at the department is not ideal. One challenge is how information from the study board is communicated to researchers — communication is difficult, and this is the best solution we have at the moment.

The PhD Universe has also changed the way it communicates with PhD students, which affects how information is shared. This has been very positive, and the PhD students feel much more included.

4. **Follow-up discussion on other work environment matters, including Dialogue with SDU IT**

SDU has reviewed all the submitted issues from the APV. MS presented a document summarizing the issues and the planned actions. One of the proposed initiatives is to introduce more levels of computer equipment, which could give some employees greater flexibility.

5. **Office space situation**

Some employees will need to move to offices they do not necessarily prefer, but the current office situation is overcrowded. New buildings are expected after the summer, and we will need to manage the situation until then. A significant amount of time is being spent trying to find workable solutions.

In February and March, many people in Building 30 will have to relocate temporarily. It is difficult to obtain additional office space, as every area that could potentially be used for offices is already designated as office space, meeting rooms, or student areas.

According to ASH, the situation for students is acceptable. The SPA area is being used for group work, and the first floor is noisier than ideal. Work is underway to install noise-reduction modules.

6. **Scheduling coordination between Odense and Kolding**

The first time we taught in Kolding, we had the same teachers scheduled to teach in both Kolding and Odense at the same time.

SBU has asked students about their access to teachers, and the feedback is that teachers are almost never present in Kolding. The schedule for the last week of January in Kolding is now available. MS will continue working on improving the coordination between the Kolding and Odense schedules.

SBU also noted that the Departmental Fora takes place on Fridays, and some teachers have been reluctant to teach in Kolding because they would miss it. Since it is now possible to attend the forum online, this should no longer be a problem.

7. **[SDU's staff policy](#) - discussion**

The Code of Conduct for staff was discussed. IMADA has seen changes in recent years, with more PhD students and more temporary employees. MS went through the different slides.

JAHW raised the question of how we actually implement the new policy. It is difficult to "implement" values in a formal way — MS emphasized that values cannot simply be enforced; we need to talk about them and keep them alive through dialogue. JAHW asked about the purpose of the policy.

MS will present and discuss the staff policy at an upcoming departmental forum and will ask everyone to read it beforehand.

8. **Any other business**

MS will place more focus on emergency procedures and will mention it at the upcoming Departmental Forum. If you are in another building on campus, how would you know what to do in an emergency? MS will include

information about this in the newsletter.

Cold offices in Kolding: There is currently no heating in the offices in Kolding. Some meetings have had to be cancelled because it is not possible to sit in the offices for long periods. Temporary heaters have been placed in the offices. The problem will continue until July/August, when a new heating system is installed.

It was noted that 8888 must always be contacted when an ambulance is called, so that campus security is informed and can guide emergency services.