

## Agenda

<b>Subject</b>	Meeting in IMADA's Work Environment Committee
<b>Date and time</b>	25 November 2025, 13:00-14:00
<b>Location</b>	IMADA Meeting room 4
<b>Attendees</b>	Martin Svensson, Lukas Galke, Anton Danholt Lautrup, Jonas Whittlestone, Michael Steensen, Mette Elise Jørgensen, Kristian Debrabant, Nicolai Truong, Anne Sofie Nielsen Høj, Daniel Egedal Nissen, Lone Seidler Petterson
<b>Cancellation from</b>	Michael Lindhardt Madsen, Maiken Westen Holm Svendsen

### 1. Welcome and introduction

A short introduction round among the present committee members.

### 2. Approval of the agenda

The agenda was approved.

### 3. Discussion about the role of the committee members

#### *Committee Structure*

The Work Environment Committee is part of the overall working environment organization at IMADA.

Martin Svensson (MS) – the Head of Department - is the working environment leader for the entire department.

The formal organization is deliberately kept slim, with only one elected working environment representative, which is Lone Seidler Petterson (LSP). Together, MS and LSP form the Work Environment Group.

#### *Group Formation and Purpose*

The decision to have only one Work Environment Group but a larger Work Environment Committee was made by MS and the management group to ensure broader participation and inclusivity.

The Work Environment Group (MS and LSP) has defined tasks to carry out, but additional members are invited primarily to provide feedback. These invited participants do not hold formal responsibilities or tasks.

#### *Meetings and Activities*

The committee meets twice per semester.

The main tool used in its work is the APV (Workplace Assessment).

While the APV is central, the committee also emphasizes the importance of discussing other relevant issues beyond the formal requirements.

It is considered essential to raise additional topics whenever necessary to maintain a healthy and proactive working environment.

### 4. Status on the APV

MS would like to review the action plan and discuss its current status with

the committee.

The participating students were informed that their input is highly appreciated and valued in the process.

These meetings should ensure that both formal tasks and broader issues are addressed.

Teaching activities in Kolding and Odense require scheduling checks once the semester has finished to understand if anything has to be changed the coming autumn semester.

Coordination across locations is important to avoid conflicts.

Employees experiencing stress can reach out to:

HoD Martin Svensson, work environment representative Lone Seidler Petterson, union representative Kristian Debrabant, Birgitte Aagaard Zethsen from the central work environment office at SDU or [Falck](#).

Nicolai Truong (NT) raised the question of where to find this information. The information should be easy to access. We will include the information in the welcome materials and collect and share a list of useful links in every newsletter.

Other suggestions and ideas should be sent to MS.

Webpages should be improved:

PhD student portal already contains links about stress.

For other employees, some information may be missing.

It will be considered to invite colleagues from Vejle to join the committee for broader representation.

IT is identified as a source of stress for researchers.

Strengthen dialogue with IT to address concerns.

SDU IT is developing a new strategy for supporting researchers with special needs.

IMADA researchers have already provided extensive feedback.

Onboarding materials should be discussed at the secretariat meeting.

Mentorship at the assistant professor level varies and is not yet formalized.

First aid course – a one-day introductory course.

It is difficult to find a suitable course taught in English. LSP will look further into it and try to get a course up and running in the spring semester.

Jonas Whittlestone (JW) reported that the temperature in the DIAS building is too low, causing discomfort.

Office space remains a critical and highly challenged issue.

The committee should maintain an annual cycle (årshjul) with fixed points to ensure recurring issues are addressed.

Regular maintenance and updates of this cycle are necessary.

The wellbeing of students is considered highly important.

It is emphasized that students should remain closely connected to the department.

There are no plans to remove study areas.

The primary need identified is for single-room offices for staff, ensuring a better working environment without reducing student facilities.

#### **5. Discussion about stress**

The APV indicate that overall, people are happy at IMADA.

Despite this positive feedback, there is a high level of stress reported among staff and students.

The committee plays an important role in raising issues if something does not work as intended.

This feedback mechanism applies not only to staff but also to students, ensuring their concerns are heard and acted upon.

#### **6. Any other business**

Nothing under this item.