

DEPARTMENT COUNCIL MEETING, MAERSK MC-KINNEY MOELLER INSTITUTE**MINUTES OF MEETING**

15th March 2019 at 13:00 - 14:00 - Meeting Room Ellehammer Ø28-600-3

Participants: Kasper Hallenborg (chairman)
Annika Skjødt (vice chairman)
Julie Bebe-Hempler
Leon Bonde Larsen
Sanja Lazarova-Molnar

Absent: Mikkel Baun Kjærgaard
Ulrik Pagh Schultz
Thiusius Rajeeth Savarimuthu
Anders Bøggild
Allan Schmidt
Bror Emil Holm
Steen Aagaard Schütt

Minute taker: Annika Skjødt

Agenda:

1. Items presented by Leon Bonde Larsen
 - 1.1. Purchasing
 - 1.2. Parking
 - 1.3. International University
 - 1.4. Locations at SDU
 - 1.5. The TEK building
2. Item presented by the MMMI-secretariat:
 - 2.1. Celebrating round birthdays/special occasions
3. AOB
4. Next meeting

Ad 1) Items presented by Leon Bonde Larsen

Ad 1.1) Purchasing

In general, the persons responsible for purchase, Richard (MMMI) and Hanne (KBM), are very busy which means a long wait for purchases to be done. Richard and Hanne are right now working hard to streamline new processes to improve delivery times. Help is needed immediately.

The heavy tender processes were discussed, and it was concluded that we cannot do much about them. We can purchase approx. 10% outside the SKI-agreement, and that is as much flexibility as we can get.

For now, there is no direct link between the budgets and the purchases, thus it is not easy for the units to follow up and control. It is a problem that we do not know what we pay for the items. We need to do something about this.

Conclusion:

New processes are being developed right now. We understand that we need to improve in this area. The new purchasing department will also soon team up with more colleagues to accelerate the purchasing tasks.

Ad 1.2) Parking

The lack of parking spaces in front of the TEK building is creating problems for employees as well as guests and that is affecting our reputation negatively.

Conclusion:

This item is a general problem and the management team is aware of it. We know that different solutions are being discussed but we do not know what will happen and when.

Ad 1.3) International university

SDU is an international university, thus signposting in Danish only is a challenge for our foreign students and guests. It was discussed if something can be done to improve the signposting.

Conclusion:

Kasper will pass this item on to the management team.

Ad 1.4) Locations at SDU

We need to make a common system to find our way in the SDU buildings. If our SDU Map-app is down, we are completely lost. This should be addressed to the next level.

Conclusion:

We need to be able to guide employees and guests around in the buildings. Kasper will pass this item on to the management team.

Ad 1.5) The TEK building

In general, the TEK building suffers from aesthetic issues such as a dirty-looking cobber staircase, cracked floor decorations on the ground floor, white plates outside that need to be cleaned, etc. This affects the reputation of our university.

Conclusion:

Kasper will pass this on to the management team. The decorations on the ground floor are under repair at the moment and it looks like it has improved a little.

Ad 2) Item presented by the MMMI-secretariat

Ad 2.1) Celebrating round birthdays/special occasions

Apart from discussing the round birthdays, we also discussed how to celebrate our successes in general.

Conclusion:

We will not make a general rule for celebrating round birthdays as this is not easy to control. MMMI is now far too big for this, and we have decided to keep it on the private level and within the units. We can bring it up again if there are other opinions.

The New Year's celebration each year in January is an example how to keep focus on all the things that went well during the past year. In general, we should celebrate our successes more than we do now.

Ad 3) AOB

Sanja:

Today, SDU has no social activities/events between teachers and students. Sanja suggests having some brainstorming about this. This should be on education level for master students.

Leon:

Among employees, "Collect Print" is generally observed as an annoying way of printing that is prolonging their working time. Some employees think that this is a disrespectful solution. Even though there might be nothing to do to change it, the department council would like to make sure that this is informed to the management team.

Sanja:

The colleagues in the pavilion are still not supplied with mail and fruits. Julie will talk to Hanne Hansen about this.

Ad 4) Next meeting

The next meeting of the department council has been scheduled for 28th May 2019 in the meeting room TEK Tesla Ø28-508a-3.