



School meeting 2016-05-04

Participants: 7 APD, 15 IxD, 6 IDI, 2TD, 2 PhD students, 18 staff

Agenda

- UID '16
- Work environment survey
- Closing & cleaning of the school
- Announcements

UID16

The reason for this event is to promote the work that the students do. We get to show the industry and market our talented students and our school. We also use the event to get feedback on how to improve quality in our education, get new contacts and wider the network. Focus on these days are on the graduate students, others of course have the opportunity to make contacts with visitors.

The design talks are mainly for degree students and design professions, not friends and family. Families are more than welcome to visit the school and see the degree exhibition during the following week.

We will stream most of the talks so that others, who can't be present, still can see the talks. The talks of the keynotes can only be seen live.

The two keynotes has been presented and we have 100 registrations already. 49 projects will be presented and the PhD's will be included this year. The projects will be on display in the two rooms where transportation and IDI will have to move.

Students don't have to sign up for the talks, but if you can't be present you have to tell us. People might be nervous and stressed, so try to help out and try to keep things nice and tidy and return tools and equipment. When you're done with cameras and other things that you borrow, please return as fast as possible.

Work environment day

30 staff and 81 students answered the survey. Before summer, several groups will look at the result and point out the most important things to work with in the future.

Physical environment: There has been a work environment round and as a result we now have a list of what to do. There is a lack of storage areas and we have to clean up the ones that exist. Make sure you keep the floors tidy so that the cleaning staff can sweep the floor. Remember that the fire exits must still be visible. Also bring things that you loaned back. This time a year, extra important.



Closing & cleaning of the school

In the workshops, you have to clean up in the evening. If, for some reason that's not possible, let us know. Fire hazard-stuff has to be stored away. This is a public space if you leave them out and a fire starts, there might be legal matter. Only use things that causes fumes when there is well ventilation.

Student kitchen: New microwaves are ordered and on their way. A ventilation filter has to be cleaned/removed. When leaving the school at end of the term, remember to empty freeze and fridge. We will close the school 13 june-22 august so everything has to ready by then. A container will be ordered so that you all can throw away stuff that you don't need.

Printers: Students miss a computer in the printing rooms, it takes too much time to go in to a lab. Peder will set up a meeting with the students about this.

Big thanks to the staff at the workshop, things are working, and the students are very happy.

Ventilation: Many different systems supports the ventilations, and it is important that the students report if they feel that there is a problem, also send a copy to Anders. No part of the school is ventilated nighttime. The studios have buttons for forced ventilations. At 20.00 the ventilation stops automatically. Rest of the building is not ventilated during weekends. 6.00-8.00 in the morning the ventilation is maximized.

- If there is bad smell: Try to find and note the source yourself, and pass on the collected information to Anders.
- Bad quality: Lower the temperature.

Widows in the PC labs triggers the alarm after office hours. If you open the windows, you are responsible to close it before you leave.

Ställverket: Bring back your plates to the kitchen and do it right away. Maria: don't eat in the studios! This is a hygiene matter since food attract bugs and causes smell, also it's important to take short brakes.

End of the year-party. All first year-students are to plan the party, contact Etienne if you have any questions.

Announcements

Welcome officer: A welcome officer will be employed to help the students before the course starts and in the beginning of the term. 2-3 weeks of work and the salary is fixed. Sara Eriksson is In charge of this. Earlier years Migle and Emily Keller has been officers so ask them what the job is about.



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Minutes school meeting
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Bildmuseet look for a Swedish speaking students that want to work with the kids at their arts studio. May 25th last application. Every 4th weekend.

Jonas Sandström present himself as the new senior lecturer in form, sketch and visualization.