Meeting date: 11-12-2018  
Meeting place: 5335-297  
Meeting subject: Office Committee

Attendees: Søren, Rasmus, Olav, Andreas, Jan, Tina

1. **Tasks during the exam**
   The major task is study environment and relocation of storerooms (e.g. the student storeroom in Bush). Some current adjustments are made in Stibitz/Chomsky.

2. **Open hours**
   The internal doors are open until 20.00 on weekdays. We hope it will solve most of the problems.
   One problem is the gate in the parking lot. Rasmus will find a solution – probably a sensor or button.

3. **Status på studiemiljø**
   Søren briefs the committee about the process of the study environment in Bush/Babbage/Stibitz.
   To get a better temperature in Babbage FEAS will replace the doors.

4. **Status buildings’ facade**
   The process has been postpone to next year. We will know more after the 17th of December.
   We are considering to put up a LED-screen with info about the department, activities etc.

5. **AOB**
   Drift will replace the sewer in the passageway by Nygaard to stop the smell.