

**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**
2. **Open hours**
3. **Status på studiemiljø**
4. **Status buildings' facade**
5. **AOB**

#### 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.

