



Minutes, Health and Safety Committee 2023-12-19

Time: 13:00–15:00

Location: A1001

Attendees:

Andreas Kedestig, HR Strategist

Jessica Waleryd, Head of Student Services

Elisabeth Andersson, Seko

Anders Nordquist, Principal Health and Safety Representative

Malin Saverman, Saco-S

Jakob Hagström, Vice President, Student Welfare, Örebro Student Union

Erik Nilsson, Chief Security Officer

Elin Weiss, Advisor, Equal Rights and Gender Equality

Hanna Malmberg, HR Administrator, secretary

Absent:

Katarina Åkerling Lindholm, Head of HR

Rickard Ålund, Head of Property and Facilities

Representative OFR-S

1. Chair and person to certify the minutes

Andreas was appointed chair and Anders nominated to certify the minutes.

2. Minutes from last meeting

The minutes from last meeting were run through.

The principal health and safety representative asked if there was any more information about the situation at Karlstad University where a right-wing extremist has caused problems in the workplace and the study environment on a course. Erik noted that the matter had been referred to the disciplinary committee but that the person had not been convicted of a disciplinary offence.

3. Status implementation IA system

Andreas reported that the setup of the IA system has begun and that it is ready for use. A pilot will be carried out at the School of Science and Technology at the beginning of 2024.

4. Student Survey

Elin went through the results of the Student Survey 2023. In total, 1,976 students and 29 doctoral students responded to the survey. The heads of school have been given the results for their respective schools.

5. Overall efforts related to active measures for students

Elin presented the areas that the university will focus on, along with proposed measures and activities to be carried out in 2024.

These are: admission and recruitment procedures, types of instruction and how teaching and learning are organised, examination and assessment, study environment, and the possibility to combine studies with parenthood.

6. Revision of guidelines regarding discrimination, harassment and victimisation

Elin reports that these guidelines for staff and students are available in Swedish and English. The guidelines are to be revised annually. Changes have been made in the web form for reporting these matters. The form can be found on oru.se and Inforum. One proposed amendment is to make clearer the information on consequences and measures that can be taken when someone is guilty of any the conduct described in the guidelines.

Elin will prepare the revised guidelines for a decision by the vice-chancellor in early 2024. The proposed new guidelines will be sent to the members of the health and safety committee. Any feedback on the guidelines should be sent to Elin no later than 26 January.

7. Proposal new health and safety committee organisation

Andreas presented a proposal by which the work of the health and safety committee is moved to the schools and departments/offices (administrative management group). Local health and safety committee meetings 3-4 times per year. Central health and safety committee meetings 1-2 times per year.

Saco-S commented that some schools and departments/offices do not have trade union representatives and that there is therefore a risk that the local health and safety committees will not have that kind of representation.

Andreas replied that he hopes the work will be more attractive when on a more local level and that your contributions as a health and safety representative are more direct.

Jessica and Erik suggested a health and safety committee is created for the central professional services rather than the administrative management group.

8. Other business

The principal health and safety representative and Saco-S put forward a request for risk and impact assessments to be made for all changes. The template would need a box allowing for a brief description of the matter/change to which the analysis refers, since that is not always very clear.

Andreas commented that risk and impact assessments soon will be made via the IA system and that this may call for a review of and amendments to the template.



Taking the minutes

I certify that these minutes are a true and accurate record:

Hanna Malmberg
HR Administrator

Andreas Kedestig
HR Strategist

Anders Nordquist
Principal Health and Safety Representative