

BMB Management Group meeting 141021, 14-16 in Sapphire.

Present: SM, BSA, JBR, BHK, JMJ, KH

Absent with excuse: TJDJ

Guests: None

Notes: KH

Subject	Explanation	Notes
1: Welcome	Meeting Outline, follow-up and information: <ul style="list-style-type: none"> - RUMM relocation update (JMJ) - Uddannelser i hele landet status (JMJ) - APV (JMJ) - Webpage update (KH) - ERP/HCM update (KH) - Phd-follow up (KH) 	<ul style="list-style-type: none"> - MG was updated on the situation concerning building 41/RUMM. The situation is still undecided. - The consequences of the “Uddannelser i hele landet” for NAT and BMB is still undecided. - The response rate of the APV is okay. We are half way in the response period. - The SDUnet webpage is still challenged by broken links due to integration of a new format (including a new employee portal) and reorganisation. The new system does not seem to be able to handle complete department lists of employees – they are broken into section lists due to the new HR and economy system. We expect that the new SDUnet is fully functional late spring 2022. - HCM (the HR system) is implemented and employers are using it for vacation registration at the moment. The system though still give day-to-day challenges. The ERP has been postponed and is being implemented around the turn of the year. As a consequence some very harsh deadlines are unfortunately needed, which influence e.g. the purchasing this year. Purchasing is also challenged by delivery issues/delay, which add to the challenge of getting purchasing issues finished before the new system is implemented. Comment: This is unfortunate for some projects ending this year and this should be reported back to SDU. - At the meeting with the PhD committee it was suggested to increase the expectation alignment of the master students considering to become a PhD student. This will be

		incorporated in the existing reflection exercise scheduled at the beginning of the master education.
2: Working hours for 1 st year project	Discussion on the teaching resources allocated for a 1 st year project. See the rate here .	<ul style="list-style-type: none"> - The current rate for PhD-students teaching a 1st year course project was discussed. It was agreed that if the supervisor have an overall excess of teaching hour in the year in question and are not supervising the 1st year project themself, the hours allocated to the supervisor can be transferred to the students (except for hours for examination, as examination should be done by the supervisor). If the supervisor does not have excess of teaching hours the project can instead be adjusted to ensure that the PhD-student are not overburdened during the supervision of the 1st year project students. - KH and LJN will integrate the possibility in the teaching settlement system.
3: Research seminar in Nyborg and Deans corner – follow up and reflections	We will discuss the recent Research retreat in Nyborg and decide how we can continue working with research management in the coming months, such that focus is maintained. We will discuss the content and format of the Deans corner.	<ul style="list-style-type: none"> - Postponed
4: Exercising during working hours	At BMB all employee can do physical exercise twice a week for ½ hour together with one or more colleagues. Discussion on how to ensure support.	<ul style="list-style-type: none"> - Will be included at a coming PI meeting.
5: ERT Funding Calendar	ERT presented the Funding Calendar tool presented by Philip Hallenborg 7/10 at the PI meeting. What is the potential for BMB researchers? Appendix – excel sheet from Philip Hallenborg (PH), ERT: NAT Funding Plan_RESEARCHERS.xlsx <i>PH: The idea of the sheet is that you can delete lines/entries irrelevant for you and thereby end up with a personal funding calendar.</i>	<ul style="list-style-type: none"> - This is a very important excelsheet that can be highly valuable in the research funding application process. - Will be included at a coming PI meeting

6: Research group leader description	Discussion on how to proceed with the research group leader description.	- A draft is made and will be discussed at a coming PI meeting.
7: AOB		