



Stockholms
universitet

Institutionen för molekylär biovetenskap,
Wenner-Grens institut

Protokoll till institutionsstyrelse

Datum: torsdag den 8 december, 2021

Tid: Kl. 13.00 – 15.00

Plats: Runnströmsrummet

Kallade: prefekt Neus Visa, stf. prefekt Mattias Mannervik, forskare Claes Andréasson, professor Antonio Barragan, professor Tore Bengtsson, professor Ylva Engström, universitetslektor Sabrina Büttner, universitetslektor Martin Jastroch, doktorand Kanwal Tariq, doktorand Claudia Arasa Cuartiella, doktorand Vaishnovis Sekar, Facility Manager Stina Tucker

Ej närvarande: administrativ chef Madeleine Hellzén

Adjungerad: administrativ chef Madeleine Hellzén

Sekreterare: Jessika Lind

Ärenden

1. Sabrina Büttner valdes till justerare.
2. Dagordningen för mötet godkändes.
3. Föregående mötesprotokoll från den 11 november godkändes.
4. Information från prefekten
 - a. Lägesuppdatering corona: På grund av ökad smittspridning har regeringen initierat det första steget av tre i en plan för att minska spridningen av viruset. Detta innebär bland annat att man bör hålla avstånd i offentliga miljöer, bära munskydd i kollektivtrafiken (vid trängsel), samt att arbetsgivare ska möjliggöra för anställda att arbeta hemifrån (då det är möjligt). För MBW:s räkning innebär detta bland annat att vi bör erbjuda möjligheten att delta via Zoom vid GLK och MASS. Inom kort kommer mer specifika rekommendationer för myndigheter att offentliggöras, och ny information till MBW:s personal kommer då att skickas ut.
 - b. MBW-dagen som hölls den 26 november 2021 på World Trade Center var lyckad och uppskattad. Ingen smitta spreds under konferensen.
 - c. Fakulteten har godkänt budgeten för 2022, och anslagen till institutionerna är något högre än föregående år. Detta är delvis en kompensation för en förändrad debitering av lokalkostnader. Administrationen arbetar för närvarande med budgeten för 2022. Processen är något försenad på grund av ekonomiprojektet och underbemanning. En preliminär budget kommer att presenteras vid GLK i december och för styrelsen i januari. Budgeten förväntas beslutas i februari 2022.
 - d. Ett flertal personalförändringar väntas i både den administrativa och tekniska gruppen:
 - i. Rekryteringen av en ersättare för Eva Norman pågår.
 - ii. Sara Kölborg slutar i januari 2022, och fram tills att ersättningsrekryteringsprocessen kan inledas har Alexzandra Backlund, konsult, kommit in för att ta över Saras roll. Alexzandra går parallellt med Sara under december (deltid) och under första halvan av januari.



- iii. Beatriz Campos är på tjänstledighet, och ersättningsrekryteringen kan inte börja förrän vi vet om Beatriz permanent kommer att lämna MBW.
- iv. Anton Stenberg har timanställt i tekniska gruppen för att täcka upp för personalbrist och sjukskrivningar.
- e. Nya regler för postdoktoranställningar möjliggör nu anställningar på tre år istället för tidigare två.

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| 5. <u>Beslutsärende</u> – Beslut av ECFs användaravgifter för 2022. Bilaga 1. | <u>Beslut:</u> Styrelsen beslutar att godkänna användaravgifter för ECF 2022 enligt bilaga 1. |
| 6. <u>Beslutsärende</u> – Beslut av IVMSUs användaravgifter för 2022. Bilaga 2. | <u>Beslut:</u> Styrelsen beslutar att godkänna användaravgifter för IVMSU 2022 enligt bilaga 2. |
| 7. <u>Beslutsärende</u> – Beslut för ändrad finansiering av Victor Karlströms doktorandtjänst. Bilaga 3. | <u>Beslut:</u> Styrelsen beslutar att godkänna ändring av finansiering för Victor Karlström enligt bilaga 3. |
| 8. <u>Beslutsärende</u> – Beslut av ersättningsrekryteringar. Bilaga 4. | <u>Beslut:</u> Styrelsen beslutar att godkänna ersättningsrekryteringar enligt bilaga 4. För protokollets räkning noteras att den långsiktiga planen inte är att utöka den administrativa gruppens antal. För protokollet noteras även att ersättningsrekryteringen för positionen med administrativa samt personaladministrativa uppgifter kan utlysas med möjlighet till deltid (80%-100%). |
| 9. Anmälningsärenden: | |
| - Protokoll lokalgrupp 2021-10-25, bilaga 5. | |
| - Minutes ECF steering Committee 2021-10-29, bilaga 6. | |
| - Notes from the Strategy group 2021-11-03, bilaga 7. | |
| - Prefektbeslut ändrat antagningsdatum för doktorand Anaswara Sugathan, bilaga 8. | |
| - Prefektbeslut ändrat antagningsdatum för doktorand Atiyeh Eghbali, bilaga 9. | |
| - Memo GLK 2021-11-17, bilaga 10. | |
| - Datum för styrelsemöten 2022, bilaga 11. | |
| 10. Övriga frågor
Inga övriga frågor. | |
| 11. Mötet avslutades | |

Vid protokollet

Justeras

Ordförande

Jessika Lind

Sabrina Büttner

Neus Visa

Finansiering av Victor Karlströms doktorandtjänst

Bakgrund

Victor Karlström har Neus Visa som huvudhandledare sedan 2019 men har fortsatt att forska på RNA-editeringsprojekt som Marie Öhman initierat. Institutionen har täckt upp för lönekostnader i grupp Öhman inklusive alla doktorandlöner. Med tiden har Victor blivit mer integrerad i grupp Visa och kommer inom kort att inleda ett samarbete med gruppen.

Förslag till beslut

Enligt tidigare beslut finansieras 100% av Victors lön av institutionen men då det kommer att vara ett tätare forskningssamarbete mellan Victor och grupp Visa framöver, föreslås att gruppen finansierar 25% av Victors lön från och med 1 januari 2022. Institutionen fortsätter finansiera resterande 75% av Victors lön. Driftkostnaderna för forskningssamarbetet täcks också av grupp Visa.

Mattias Mannervik
sf Prefekt

Protokoll Lokalgruppen

Date: Monday 25th of October 2021

Time: 16.15 – 17.15

Place: Zoom

Present: Claes Andréasson, Qi Dai, Madeleine Hellzén, Martin Jastroch, Jessika Lind (secretary), Anna-Lena Spetz (chair), Neus Visa, Andrzej Wojcik, Johanna Steen, Monika Björk

Agenda:

1. The meeting was declared open and all attendees were welcomed. Anna-Lena Spetz gave a special welcome to Monika Björk, new Safety Officer and member of Lokalgruppen.
2. Johanna Steen was appointed to adjust the minutes.
3. The agenda was approved.
4. The protocol from the previous meeting 2021-08-30 was approved.
5. Remaining questions:
 - a) Seminar room possibilities in E5 or F5 kitchen? Or other seminar room? *Info*

Johanna:

During a previous meeting, the question of whether the seminar equipment (projector etc.) from F4 should be moved to the E5 or F5 kitchen, was discussed. The question was investigated further and it was pointed out that the kitchens are used throughout the day for fika and recreation (in addition to lunch), which makes the kitchens an unsuitable place for seminars. In addition to this, MBW's seminar rooms are rarely fully booked. It was therefore decided that we should remind everyone that all seminar rooms are bookable and that bookings should be cancelled if a meeting/seminar is cancelled.

It was decided that the seminar equipment from F4 should be moved to other seminar rooms at MBW (eg the E3 and F3 seminar rooms), which could be in need of some attention. Eg could the tables from F4 be moved to E3, and the chairs from F4 could be moved to F3. Johanna Steen will investigate how to best distribute F4 seminar room equipment and furniture to other seminar rooms, after discussions with corridor representatives in E3 and F3.

A question about whether bigger lecture halls outside MBW can be made bookable, was also brought up. Neus Visa informed that the lecture halls are administrated by BIG, and can be booked in advance by contacting Alexandra Balogh. Short-notice bookings are however not possible as of now. Neus Visa will contact Anki Östlund-Farrants to investigate the possibility of MBW getting access to the booking system.

MBW's largest seminar room is F504, and it was suggested that more chairs (stackable) could be placed there to facilitate bigger gatherings.

- b) Update of time plan for the move of Kristina Jonas, Marc Friedländer and other recruitments ***Info Neus/Johanna:***
Neus Visa informed that the DDLS recruitment is ongoing and that interviews will take place in January. There is no new information on if/when a new fellow would join us and if this person will have initial space at SciLifeLab.

- c) Possibility to make available smaller spaces for Zoom-meetings. ***Info Johanna:***
Johanna Steen informed about two possible smaller spaces for Zoom-meetings:

1. It is possible to put in a small desk in the E3 guest room, which could be used by one person. Since the guest room occasionally is used by overnight guests, we will however have to come up with a good booking system.
2. The other option is the space in F429, which previously was used for plastic storage and now available, and F429a, that is currently used by the Theopold group for fly-flipping.

It was concluded that it would be advantageous to use both the inner and outer room in F4, since the corridor does not have a seminar room any longer. It was decided that a desk initially should be placed in the outer room in F429 as well as in the guest room in E3. The booking system still has to be decided upon, but it was suggested that booking through Outlook could be possible for F4. Another solution might have to be found for the guest room in E3.

It was also concluded that the F4 corridor probably isn't in need of two printers, and that the removal of one of them would free space. Johanna Steen will talk to the other group leaders (Ylva Engström primarily) in F4 about this matter.

- d) Electronic door locks for shared localities, day codes, handling of keys. ***Info Johanna:***
Previous discussions were summarized about electronic door locks and day codes, and concluded that the need for electronic door locks is not extensive. The current system with the day codes also seem to work well.

Claes Andréasson's request on harmonizing the cylinders for F4, was then discussed. Johanna Steen suggested that this would be a project shared by the administrative and technical group (Gelana Yadeta plans for it and Roger Johansson takes care of the practical part). The problem with different type of keys, seems to be isolated to the F4-corridor, but it was decided that Neus Visa nevertheless will bring up the question at the next GLK to ensure that no other corridors are in need of similar help. Administration and technical group will also do an inventory of all different keys used at MBW.

- e) Distribution of lab and office space E5. **Info Johanna:**
Johanna Steen informed that the lab and office spaces in E5 will be distributed according to the suggestion that was sent out. The move will start in week 44, and all emeriti who are affected by the move have been informed. The point can now be removed from the agenda.
- f) New rules from Arbetsmiljöverket (from 20/11 2021) requires HEPA filters on outgoing air from BSL3 labs, even for non-airborne pathogens such as HIV-1 and malaria (hence not only on safety cabinets). **Info Anna-Lena:**
Anna-Lena Spetz informed about a new rule from Arbetsmiljöverket, which requires HEPA filters in all BSL3 labs. Johanna has been in contact with Per Ovanmo at Akademiska Hus who could not estimate the cost of installing the filters.

It was suggested that we should investigate the extent to which we use our current BSL3 labs. If the current and planned usage is low, we could consider only installing HEPA filters in one of the BSL3 labs. Anna-Lena Spetz informed that the lab in F5 is suitable since it is prepared for this type of ventilation. It was decided that Johanna Steen will send an e-mail to all group leaders to inquire about their plans for BSL3 experiments. When we have an estimation of this, Akademiska hus can be contacted to plan for an installation.

Lokalgruppen will also stay in contact with Anki Östlund-Farrants, Bio safety representative, and Mikael Corell, Laboratory safety coordinator, regarding this new rule as it is being discussed among several Universities because it was not included in the suggested updated regulations beforehand.

- g) Other questions:
No other questions.

6. Next meeting autumn 2021: 15th of December 16:15-17:15 in Runnströmsrummet.

7. The meeting was closed.

Written by
Jessika Lind

Approved by
Johanna Steen

Minutes, ECF steering committee

Date: October 29th 2021 at 13.00 – 13.45


Present steering committee: Neus Visa (**NV**), Stina Tucker (**ST**), Anders Karlhede (**AK**), Edouard Pesquet (**EP**), Madeleine Hellzén (**MH**), Susanne Keipert (**SK**), Oskar Karlsson (**OK**),
Present, other: Christiane Peuckert (**CP**) points 1-2

Absent: Eva Sverremark (**ES**), Christian Broberger (**CB**)

Secretary: Sandra Olsson

Agenda items (responsible person in parenthesis)

1. **Status update IVMSU (CP/EP, info)** **CP** and **EP** will submit a SFF-proposal for national infrastructure, with an initiative link to NMI. This proposal will be discussed further within the steering committee and will be submitted in February 2022. **CP** has received a travel stipend from GERBI and will travel to Dresden in February 2022 to visit BioDIP and CFCI at TU Dresden. The visit will include job shadowing for certain techniques. **CP** is representing IVMSU at different IVM meetings throughout Europe in the coming months. **EP** has suggested that the IVMSU infrastructure should also be presented towards the biology section at SU to attract potential new users.
2. **Proposal IVMSU user fees 2022 (CP, decision)** The proposal for the IVMSU user fees is that they remain unchanged. The fees are based on the fees of other nodes within the NMI network.
Decision: The ECF steering committee recommends the proposed user fees for decision by the MBW board.
Action: The user fees should be translated to English, including the descriptive text in the user fees document.
3. **Status update ECF (ST, info)** Necessary purchases of additional equipment have been made in order to accommodate the increased usage of the rat housing room. Warranty for the construction of ECF expires in 2022. There needs to be a contract in place with Akademiska Hus when the warranty ends, so that electricity and ventilation will continue to be serviced. Amending the initial contract will come with a cost and might be time consuming.
Action: **ST** contacts Fastighetsavdelningen at SU regarding how to proceed.
4. **Proposal ECF user fees 2022 (ST, decision)** User fees for ECF have been adjusted according to the long-term plan of a yearly increase of 2%. Service costs remain unchanged. An increased fee for the function A-module of the practical part of the LAS course for both mice and rats is suggested. The current fees do not cover the costs for the facility for purchases of animals and working hours for the course tutors. The proposed increase will bring the total revenue



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closer to the actual cost for ECF. From 2022, ECF will provide a gavage course for mice, with a hard gavage needle. This course would be a refinement factor within 3R, ECF are very experienced with the procedure and many users of ECF need to learn how to perform it.

Decision: The ECF steering committee recommends the proposed user fees for decision by the MBW board.

Action: The user fees should be translated to English, including the descriptive text in the user fees document.

5. **New OH model (SUHF), consequences for ECF (NV/MH, info)** The decision to implement this system at SU and other universities was taken long ago. When the new economy system at SU will be implemented from January 2022, it is important that all institutions also use the new OH model. The model proposes a specific way to charge OH costs. The model will not lead to increased costs nor will it provide savings, it is only a different way to handle activities. **MH** and **NV** are in contact with the economy department to find the best way to implement the new model specifically regarding ECF; they will have more information after meeting with the economy department in November.

6. **Status update EU vote regarding phasing out animal experiments (ST, info)** There is work in progress to inform EU parliamentarians and policy makers in Europe on the scientific standpoint of this matter. Rector at the Karolinska Institute has taken an active role and is trying to gather rectors of all universities in Sweden for a joint statement. Other organizations, such as the Swedish research council expert group for lab animal science, are also planning to post statements. It is important that researchers raise their voice and communicate that science is not near ending use, or replacement, of animals for most research fields.

7. **Additional items: Time shift in ECF (summer-/wintertime) (ST, info)** **SK** has pointed out that the automatic time shift between summer- and wintertime is detrimental to metabolic studies, and possibly to other research as well. A proposal to minimize the effects on the animals is to shift to a light period between 06-18 in the wintertime. This shift would mean that lights would be on 07-19 during summer time, and that the animals therefore would experience the same time all year round. Such a change must be fool proof if lights would be regulated automatically, to avoid risking a counter effect of added disruptions to the circadian rhythm, in case of technical issues or failures.
Action: **ST** will investigate the feasibility of this change with the system administrator, as well as perform a survey of potential consequences for the groups that utilize ECF, since a change must be functional for all users. **ST** will report back to the committee.

The next meeting will be held on Thursday December 16th at 09-11. Information regarding the meeting format will be communicated well in advance.

Protocol adjusted by:

Stina Tucker

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Notes from the Strategy group, MBW

Date: November 3rd 2021, 13.00 – 15.00, Zoom

Present: Neus Visa, Mattias Mannervik, Sabrina Büttner, Anna-Lena Spetz, Susanne Keipert, Martin Jastroch, Jessika Lind (secretary), Susanne Keipert

Absent: Ylva Engström, Madeleine Hellzén

Agenda:

1. Information from Head of Department

Neus Visa shared the following information points:

- DDLS recruitment: Three external experts have been appointed in the recruitment of the DDLS fellows. The experts will deliver their report and shortlist by the 17th of December, after which they will convene with the recruitment board (LFN1) in January. The interviews are thereafter scheduled to start in late February (LFN2). Neus Visa will represent our department in the process with the purpose of conveying MBW's needs and perspective.
- Update SUHF-model: Some of our previous inquiries about the implementation of the SUHF-model have been answered, and we now know that all indirect costs, *universitetsgemensamma* costs and the cost for premises will be charged directly to external grants on the basis of salary costs. This also applies for already ongoing projects, and we are working on finding a way to make this change neutral with respect to the present OH-model at MBW. Neus Visa and Madeleine Hellzén will on the 11th of November have a meeting with Ekonomiavdelningen to discuss ECF, and convey the message that ECF should be counted as an entity of its own, and not as a support function to MBW. An overall discussion about the SUHF model and its effect on the department will be held at GLK in November, and the issue will be on the agenda again on the next SG meeting to enable preparation for any possible decision which might need to be taken in the Department Board in December.
- Update administration personnel:
 - o The recruitment of an economy officer to replace Eva Norman is currently in progress.
 - o Central regulations for distance work will be in place from the 1st of January 2022. The main place of work should be the office, but the department can make time-limited agreements with individual staff on distance work.
- A number of Departments in the Faculty of Science have expressed a wish to change the distribution of the performance-based part of *fakultetsanslag* among the departments. A group will be assigned to evaluate the question. Both the criteria for the performance-based distribution as well as the percentage-level (which currently is 15%) will be evaluated. Whichever change is made will probably not favor MBW, but the process will likely take time due to the heterogeneous needs and wants among the departments. No drastic changes should therefore be expected anytime soon.

2. Application for extension at MBW, Noushin Emami

Noushin Emami's application for an extension has been evaluated by Ann-Beth Jonsson and Kristina Jonas who have also conducted an interview with Noushin and summarized their evaluation in a report. The report was throughout positive.

Marc Friedländer and Anna-Lena Spetz declared that they will not participate in the discussion due to their collaboration with Noushin and the conflict of interest that this entails.

The Strategy group decided to recommend the Department Board to extend the position. This would mean that MBW would offer Noushin Emami an extension of two years, with 50% salary. It is up to Noushin to decide if the salary is paid out 100% during one year, or 50% over two years.

A discussion about whether MBW in future recruitments should aim to preserve our current research areas, then took place. It was concluded that this is an important strategic question on what type of department we wish to be, and what type of research we want to conduct. It was furthermore concluded that this question intertwines with point number three on the agenda, and the discussion continued there.

3. Announcement of SciLifeLab fellow from SU's SFO-funds during 2022 – do we want to propose a profile area?

In the near future, one or two SciLifeLab-fellow-positions funded by SU's strategic research area (SFO) funds will be announced, and the Strategy group was asked to discuss whether MBW should join the announcement. Showing an interest in the announcement, could lead to a strong, well-financed (probably for 8 years) fellow, but it could also mean that MBW closes the door on other possible recruitments during the years to come. Neus Visa showed an excerpt from the 6-year budget, and the upcoming retirements and the possible windows for recruitment were presented.

The announcement is a joint effort with other departments within the Faculty, and each department would in the first stage come up with a suggestion of the profile for the announcement. Since the profile has to be agreed upon at the Faculty level, it was pointed out that MBW's say in the matter is more limited than if we would announce a position on the departmental level. It was also noted that joining the announcement, would mean that our ties to SciLifeLab would strengthen and the research area of the new possible fellow could be similar to the research area of the possible DDLS-fellow. This was discussed as both a risk and as a possibility.

In summary, both negative and positive aspects of joining the announcement were discussed. The overall stance was positive. It was decided that the question will be brought up again at the next meeting and the SG-members were encouraged to consider possible profile areas for the announcement.

4. Discussion about the routines for receiving invited MASS-speakers

Mattias Mannervik asked for suggestions on ways to improve the routine concerning the invitation and greeting of external MASS-speakers. Several ideas were presented:

- A wish to further involve PhD students and postdocs, was expressed:

- PhD students already have slot for the invitation of MASS-speakers, and postdocs could be given this opportunity as well.
- The speaker can be asked to select a publication of his/her choice, which PhD students beforehand can read. An hour can be assigned for a meet-and-greet with the speaker. A question of whether this tutorial should award credits was brought up, but it was decided that this should only be seen as a possibility for PhD students to learn more and not receive additional credits.
- A mingle with fika/drinks can be held afterwards to promote scientific exchange.
- The PI who has invited the speaker is encouraged to arrange lunch and/or dinner for and with the speaker.

It was decided that the PI/person who invites the speaker is responsible for putting together a schedule with timeslots for discussion with PIs and possibly with PhD students and postdocs as well. A mingle can also be arranged afterwards. It was also decided that some sort of template for the schedule can be created.

Mattias Mannervik informed that Martin Jastroch will step down as organizer of MASS from the 1st of January 2022. Qi Dai will take over and will be informed about the discussions held at this meeting.

Written by
Jessika Lind

Approved by
Mattias Mannervik



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Institutionen för molekylär biovetenskap,
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Bilaga 8
Anmälningssärende till IS 2021-12-08

PREFEKTBESLUT NOVEMBER 2021

2021-11-09 Diarienummer SU-465-0227-21

Ändrat antagningsdatum för doktorand Anaswara Sugathan

Institutionsstyrelsen beslutade 2021-08-27 att anta Anaswara Sugathan till forskarutbildning från och med den 1 november 2021. Anaswara Sugathans ansökan hos Migrationsverket om uppehållstillstånd för doktorandstudier har dragit ut på tiden, men beslutet har nu kommit. Det föreslås att Anaswaras antagningsdatum ändras till den 1 december 2021, vilket också blir första anställningsdag som doktorand samt datumet som registreras i Ladok som startdatum.

Beslut

Anaswara Sugathan antas till forskarutbildningen från och med 1 december 2021 istället för tidigare beslutat datum 1 november 2021.

Neus Visa
Prefekt

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Bilaga 9

Anmälningssak till IS 2021-12-08

PREFEKTBESLUT NOVEMBER 2021

2021-11-15 Diarienummer SU-465-0221-21

Ändrat antagningsdatum för doktorand Atiyeh Eghbali

Institutionsstyrelsen beslutade per capuslam 2021-08-30—09-02 att anta Atiyeh Eghbali till forskarutbildning från och med den 15 november 2021. Atiyeh Eghbalis ansökan hos Migrationsverket om uppehållstillstånd för doktorandstudier har dragit ut på tiden, men beslutet har nu kommit. Det föreslås att Atiyehs antagningsdatum och första anställningsdag som doktorand ändras till den 1 december 2021, vilket också blir första anställningsdag som doktorand samt datumet som registreras i Ladok som startdatum.

Beslut

Atiyeh Eghbali antas till forskarutbildning från och med 1 december 2021 istället för tidigare beslutat datum 15 november 2021.

Neus Visa
Prefekt

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Memo from GLK at MBW on the 17th of November 2021, 14:00-16:00

Present: Anna-Lena Spetz, Ann-Beth Jonsson, Ann-Kristin Östlund Farrants, Deniz Ozata, Eva Sverremark-Ekström, Johan Ankarklev, Martin Jastroch, Mattias Mannervik, Neus Visa, Noushin Emami, Qi Dai, Stefan Åström, Tore Bengtsson, Ulrich Theopold, Ylva Engström, Ingrid Faye, Johanna Steen, Madeleine Hellzén

Absent: Anders Nilsson, Andrzej Wojcik, Antonio Barragan, Chammiran Daniel, Christos Samakovlis, Claes Andréasson, Kristina Jonas, Marc Friedländer, Nelson Gekara, Per Ljungdahl, Sabrina Büttner, Siamak Haghdoost, Susanne Keipert, Anders Jacobsson, Barbara Cannon, Carmen Fernandez, Dag Jenssen, Elisabeth Haggård, Eva Severinson, Håkan Steiner, Jan Nedergaard, Klavs Berzins, Lars Wieslander, Marita Troye Blomberg, Mats Harms-Ringdahl, Roger Karlsson, Ulf Rannug, Stina Tucker

Secretary: Jessika Lind

The meeting was held in E314.

A PDF is attached to the memo.

1. Interest in purchasing a cell sorter – Deniz Ozata

Deniz Ozata gave a presentation on the BD FACSAria Cell Sorter with the purpose of inquiring whether there is an interest among other PIs to purchase the instrument for the department.

It was discussed whether the Aria or the Melody is the most suitable option, and it was decided that Sara Johansson from BD shall be invited to present the two alternatives. All group leaders will be invited to participate in the meeting.

2. Transition to the SUHF overhead model – Neus Visa

Neus Visa informed about the SUHF-model which will be implemented from the 1st of January 2022. The full presentation can be seen in the attached pdf.

Neus Visa also presented a proposal for how MBW should handle the transition to the SUHF-model. The proposal consisted of two main points (a more detailed proposal can be seen in the attached pdf):

- Use the surplus generated by the SUHF-OH system to support the research projects.
- Develop a mechanism to support the research projects while evening out the OH differences among groups generated by the SUHF-system.

The proposal was accepted by the GLK. The Strategy group will therefore develop the proposal, and the issue will be brought back to the GLK for further discussion on the 16th of December. The proposal can thereafter go to the Department Board after Christmas.

3. Information from technical support – Johanna Steen

Johanna Steen shared the following information points:

- MBW Cleaning Day 18th of November.
- MBW Safety inspection November 23rd-24th. Mikael Corell will give an introduction on the 23rd of November and also join the inspection. Johanna reminded everyone to attend the comments from the Lab Safety Inspection 2020. The protocol can be found in the post room. Unattended comments will be moved to this year's protocol.
- The AFS2018:4 Infection agents has been updated (AFS2021:01), and applies to anyone working in BSL2 or BSL3 labs.

It was discussed whether a note ("Authorized personnel only") should be put up on all BSL3 lab doors. It was also noted that the routines regarding the use of common equipment in BSL2 labs, could be made clearer. It was decided that Johanna and Neus will discuss the matter further.

4. Information from director of undergraduate studies – Stefan Åström

Stefan Åström shared the following information points:

- The intake of students to the Bachelor's Programme in Molecular Biology will be reduced from 24 to 16.
- There has been a suggestion that the V (amount of money we get from BIG per student) will be increased from 31 000 kr to 32 000 kr.
- Please use info.big@su.se if you have general questions to BIG.
- The education review, which is done every sixth year, is ongoing.

5. Information from director of PhD studies – Antonio Barragan

In Antonio Barragan's absence, Neus Visa informed that the Covid-19 questionnaire is still mandatory to fill in in connection with the ISP follow-ups.

6. Information from representative in the Board of Science/Biology Section – Mattias Mannervik and Eva Sverremark-Ekström

Mattias Mannervik informed that the Faculty is considering changing the rationale regarding how the performance-based part of the *fakultetsanslag* is distributed among the departments. A work group will look into the matter, and the process will likely take time due to the diverse needs and wants among the departments.

The GLK were also informed that there likely will be one or two SciLifeLab fellow-announcements (financed by SFO). There is an ongoing discussion on whether MBW should join the announcement.

7. Information from head of department – Neus Visa

- Recruitment DDLS fellows: LFN1 11th of January, LFN2 24-25th of February (open research presentations).
- Personnel administration:

- Eva Norman is soon leaving MBW and the recruitment is ongoing. A suitable candidate has not yet been found, and due to the heavy work load on the administration, a recruitment company will help out with the initial part of the recruitment process.
- Sara Kölborg is leaving MBW in January, and since it is unlikely that a new HR officer can start by then, a consultant will be taken in to ease the transition.
- Ongoing discussion concerning use of SFO funds: recruitment of SciLifeLab-fellow(s)
- Junior group leaders at MBW – prolongation of Johan Ankarklev and Noushin Emami.
- Small meeting rooms in F4. Lokalgruppen has identified a room in F4 which can be used for small meetings or Zoom meetings.
- SU's support for sabbaticals 2022/2023. If you are interested in a sabbatical, the deadline is the 21st of January 2022.

8. Extra questions?

No extra questions.

Written by
Jessika Lind

Approved by
Neus Visa

Datum för styrelsemöten 2022

12 januari	10:30-12:00
2 februari	13:00-15:00
23 februari	13:00-15:00
23 mars	13:00-15:00
4 maj	13:00-15:00
9 juni	13:00-15:00
24 augusti	13:00-15:00
5 oktober	13:00-15:00
16 november	13:00-15:00
7 december	13:00-15:00