



KTH Fysik

## Department of Physics Management Group meeting

Monday 19th October 2020, 13.00-14.30. Zoom

**Participants:** Pär O, Sefora D, Bo C, Mattias B, Pavel K, Bengt L-J, Nina K, Josefin L, Mats W, Torbjörn B

**Apologies:** Mats D, Sevostian B

### Agenda

#### Guests:

**Jonna Holmlund Åsman:** SCI Contract administrator – the contract process [Appendix 1]

- Jonna presented the contract process on school level.

**Ann Malmqvist, Karl Henning and Susanna Elfving Blomster:** Physics HR processes [Appendix 2]

- HR proposed a routine checklist for introducing a new employee. The Management group thought the proposal was a good idea and was in favor of implementing the checklist to the routine. HR will send a final document after minor adjustments from discussion.

#### KTH / SCI / AlbaNova

- **The criteria for future director of Albanova:**
  - Professor level, significant leadership experience, link to AlbaNova, etc (details in ad)
    - 40% level first 12 months, then 25% level.
    - Deadline to apply and to nominate on **23/10**.
  - Anyone can apply, and anyone can personally nominate a candidate according to the instructions.
    - Pär O encouraged the Management group to nominate suitable candidates.

- **Rooms and premises**
  - House 3 and movement of groups from Aphys as well as SU and Nordita opens up for potential movement also in Physics
  - Medical Imaging has expressed a wish to move to House 12
  - Nuclear Engineering wants to find a solution to the current split localisation in C3/B5
    - Possible moves and shuffles under discussion with SU
  - Condensed Matter Theory has expressed a wish to be co-localised with SU condensed matter theory.
    - Most probably in A4
  - To keep in mind for everyone: The rents will go up. The move to Akademiska Hus will mean that we will have a significantly higher rent cost in the near future (but the rent model is still not clear!)

## Department

- Pär O reminded the Management group to submit the inventory lists with deadline November 23<sup>rd</sup>
  - **Discussion points:**
    - **MK model for bokslut**
      - KTH has decided MK cannot remain at lower level than Department from 2020 onward.
        - It does not affect MK from 2019 or earlier.
      - For GRU our current model takes care of this already
      - The FoFu balance need to be transferred to the department level at bokslut
      - The underlying motivation for this new implementation (of an old rule) is that we (KTH) have too much MK saved
    - Pär O suggested a model for Physic to the Division Heads for discussion. A new version will be presented according to the meeting discussion.
  - **Faculty renewal**  
Separate meeting to be arranged.
- **Information**
  - **Corona:**
    - Confirmed cases of Covid:
      - Among the students (Torbjörn has sent out information earlier – quick recap here)
        - Inform Hanna-Sara (not anyone else)
        - Courses moves online for 14 days (not written campus exams (salstenta))
      - Among the employees:

- When a confirmed case of covid is reported by an employee, they should be reminded of their obligation to inform those that have been in close proximity to them during the last few days.
- We need to keep track of these types of events to make sure no clusters appear. Extra measures may be needed in special cases.

- **Outreach** (Josefin)

Research Friday will be held November 27<sup>th</sup> and three people from the department will participate in so-called "Research Dialogues" on Research Friday.

After discussion, the Management group decided to form a task group for external activities. The idea is to coordinate external activities better and take new initiatives. Josefin L asked the Division Head to nominate candidates from each division.

- **Undergraduate education** (Torbjörn)

Torbjörn B informed about the policy of how to act when finding out about covid diseased student. Faculty have been informed.

Torbjörn B also gave a short report on the current exam week with five written exams given by the Physics Department. New routines for the exam administration is ongoing. It seems to work well as far as seen.

- **Ph.D. programme** (Mattias)

A workshop for the PhD programme is being organized on school level.

- **Physics administration** (Nina)

Nina reports that the work for budget 2021 is ongoing and calculating the OH-costs, according to the SUHF-model will be done first. After the calculations of the service support (local, school level and GVS) and the joint department costs, the financiers will contact the Division Heads to discuss their division's budget, which is then summed up at departmental level by the Head of Department.

KTH's budget is expected to be settled beginning of December, meaning everything must be set and final in November.

Alongside the budget, an inventory of the department is currently underway. The work is going well and the inventory managers are more or less in phase with the job. A lot of old equipment and facilities that are no longer in use and have no value are discarded. The Division Head certifies discards up to SEK 100,000 according to the delegation procedure and the Head of

Department up to SEK 1 million. If the value is over SEK 1 million, the School principal must certify the discard. The deadline for the inventory is the end of October. All material will go to Akvariet for accounting and put in the system. The department financial officers are responsible for ensuring that the work is carried out properly and that it arrives at Akvariet on time.

There will be a financial follow-up per Q3. In connection with this, a short report will be written on the outcome. For those who want to know right away how it looks like for your division, please contact your financial officer.

### **Personnel news**

- Postdoc, theoretical quantum condensed matter (Jens B). S-2019-2180. Christoph Flecjenstein starting 2020-10-19.
  - Researcher, high-energy astro physics (Felix R) S-2020-0302. Zeynep Acuner starting ?
  - Postdoc, space research with UV-detector Mini-EUSO on space station ISS (Christer F). S-2020-0350. Karl Bolmgren starting 2020-10-21.
  - Postdoc (2 positions), experimental nuclear physics (Bo C). S-2020-0866. Aysegül starting 2020-10-01, Arshiya starting?
  - Ph.D students (3 positions), nuclear engineering, thermal hydraulics and risk analysis (Pavel K & Dmitry G) S-2020-0866. Xicheng, Alireza starting ? 3 rd position status?
  - Postdoc (2 positions), nuclear power safety (Walter V). S-2020-0814. Interviews.
  - Ph.D student (2 positions), nuclear power safety and termo hydraulic (Weimin M). S-2020-0800. Interviews.
  - Research engineer, space research with UV-detector Mini-EUSO on space station (Christer F). S-2020-1241. Karl Bolman starting 2020-10-21.
  - Ph.D student, nuclear engineering (Janne W). S-2020-1174. Fredrik Dehlin starting 2020-11-02.
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- **Next Management Group meeting will be held November 23<sup>rd</sup>**