



# Agenda

- Welcome: Sturle Hauge Simonsen, EECS head of communication (host).
- Management updates: Ann Lantz, Acting Head of School
- Campus review: Gunnar Malm, Professor, Dep. Head of Division
- Safety inspections: Patrick Janus, EECS safety rep and the Infrastructure and Service unit.
- Q&A
- End





# New on the job

23 persons have joined EECS during June-July 2023.

- 7 Administrative Officers
- 5 Summer Workers
- 7 Undergraduate Assistants (Amanuens)
- 1 Doctoral Students
- 2 Researchers
- 1 Research Engineers
- 3 Postdocs
- 1 Lecturer (Adjunkt)



# New Acting Deputy Heads of School

- From 1 September, EECS will have two new Acting Deputy Heads of School – Henrik Artman and Markus Hidell.
- Thank you, Lars Nordström, Deputy Head of School between 2018-2023





# New FFA and FA

Head of Faculty Renewal (FFA) –  
Henrik Artman.



Director of Third Cycle Education  
(FA) – György Dán





# KTH – University board agenda fall 2023

- Economy in balance (ongoing).
- Model for resource allocation (ongoing).
- Collegial organisation (decision in November).
- Campus review (decision in November).
- Vision and goal (decision in November).





# KTH - collegial organisation

Professor Emeritus Gunnar Svedberg's report on model for greater collegial influence

School Faculty board (6 teacher representatives, 2 external representatives, 2 student representatives, head of school acting as chairperson, one of the six teacher representatives will act as vice chairperson.

## **Election process**

- 7 Sep: FR decides on instructions for elections
  - 6-8 Sep: members of school election committees suggested
  - 12 Sep: President of KTH's decisions on instructions and election committees for KTH Faculty Council and faculty boards
  - 18 Sep-9 Oct : nomination period
  - 9 Oct-10 Nov: work of nomination committee
  - 4-10 Dec: election period
  - 1 January 2024 The School Faculty board is formed and start to work
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# KTH – vision and goal 2024 - 2028

Focus on four areas:

- Education
- Research
- Work environment
- Efficient use of resources

Work in progress, will be discussed in the management group at EECS on Tuesday.





# Update on the Head of School recruitment

- The President of KTH has established a permanent nominating group for the positions of Head of School and Deputy Head of School, which prepares the process for appointing new Heads of School and Deputy Heads of School upon the President's request, in accordance with KTH's appointment procedures.
  - The permanent group welcomes applications and nominations of candidates for the positions of Head of School and Deputy Head of School from KTH employees.
  - Internal advertisement
  - A time plan and information about the process will be communicated to the school shortly
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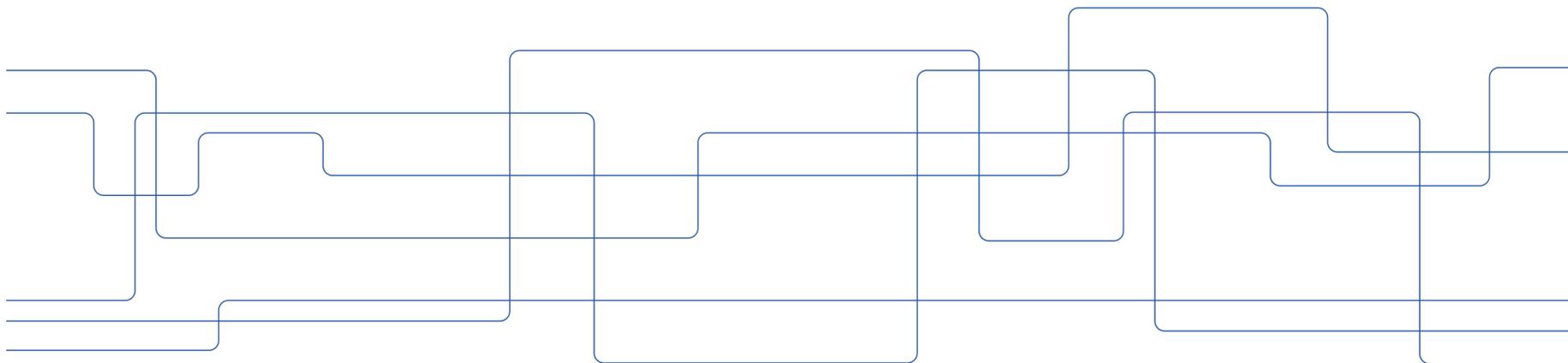
# Time plan for salary review 2023-10-01

När	Vad
2023-06-15	Joint information on the intranet
2023-08-22	Start-up meeting Ledningsrådet
2023-08-31	Head of school gives information on the salary process at EECS during a Staff meeting.
2023-08-31	Head of division gives information on the salary process at WPM/division meeting (has to be held before the salary dialogues starts). Staff lists will be sent out to head of division.
2023-09-01--2023-09-26	Salary dialogues ongoing
2023-09-26	Suggestions on new salaries sent to head of HR Elizabeth All (Excel-file)
2023-09-26--2023-10-04	Head of school and head of HR go through sent in excel-files and have a dialogue with head of department/division
2023-10-10--2023-10-31	Salary setting dialogues SACO.
2023-10-23--2023-11-30	Negotiations with OFR/ST and SEKO
2023-11-15--2023-12-05	Negotiations SACO for disagreements in salary setting dialogues
2023-12-01--2023-12-15	Feedback dialogue new salaries: OFR/S (ST), SEKO and non-organized
2023-12-22	Payment of new salaries



# The Campus review

Gunnar Malm





# The campus review for KTH Kista

- In June, we formulated the next step based on our SWOT, discussed by the school management (Ann Lantz and Lars Nordström) with the Deputy President.
- The focus is collecting in-depth information. EECS organises the work and gathers data and analyses from the University Administration (VS).
- The deadline for the report documents from EECS (Kista) and ITM (Södertälje) to the Deputy President is 15 September.
- Internal deadlines at the turn of the month Aug-Sept, to be discussed on 5 September.
- Our summary and recommendations are then based on the working groups' data.
- Then, fine-tuning and the Deputy President's presentation to the President's management group before 30 September.



# Groups

Overall coordination: Gunnar Malm.

- Six active working groups
  - Financial basis (GM) with the University Administration (VS).
  - Scheduling for GRU (Daniel Månsson) with VS
  - Workplaces (Hans Edin, Head of Department, EE) with VS.
  - Broadened recruitment (THS representatives).
  - Cooperation with stakeholders in Kista (Deputy President ML and GM)
  - The Electrum Laboratory (Nils Nordell).
- All three trade unions are represented.

# Financial basis (example)

- Actual savings based on real rental costs for KTH Kista - including all premises, such as offices, teaching premises and common areas.
- Additional costs due to utilisation of corresponding premises on the KTH campus.
- Additional costs for relocation, including staff working hours for planning, management and implementation of relocation.
- Costs in case of broken and long-term leases.
- Existing investments and depreciations.



# Scheduling

Carry out a simulation of the scheduling of the first and second cycle education based on the following scenarios:

- Relocating all educational programmes in Kista, with the same number of students and courses, to KTH campus.
- Also, investigate access to study places, Mentorspace (equivalent) and premises for the chapters - we can collaborate with THS, which has carried out a similar investigation.



# Workplaces

Conduct a detailed investigation of staff placement in existing offices on KTH campus.

- We focus on buildings that EECS already uses.
- The placement must be appropriate based on the needs of the operations.
- Should include the possibility of offering flexible workplaces to enable staff to have access to workplaces on both campuses.





# Broadened recruitment

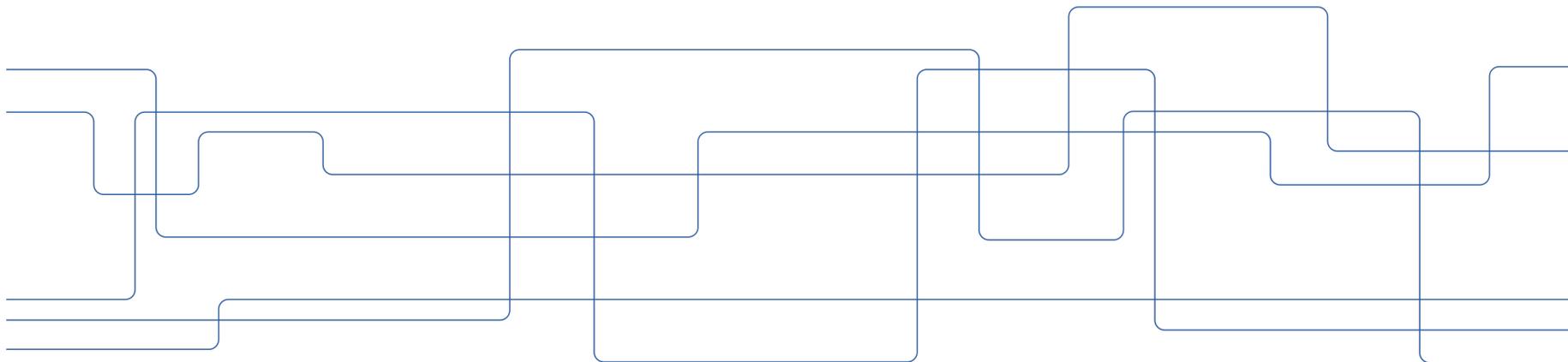
- Does the Kista campus location contribute to broadened recruitment?

## Högskoleingenjör – betyg 20-i-topp

	Program	Högskola	Poäng	Ändring	jmf 2022
1	Design och produktutv, högsk.ingenjör	Chalmers	19,70	0,53	▲
2	Högsk.ingenjör datateknik, Kista	KTH	18,44	-0,31	▼
3	Datateknik, högsk.ingenjör	Chalmers	18,25	-0,19	▼
4	Ekonomi och produktionstek högsk.ingenjör	Chalmers	17,98	-0,46	▼
5	Högsk.ingenjör datateknik	Lund	17,97	0,04	▲
6	Högsk.ingenjör maskinteknik	Uppsala	17,45	0,19	▲
7	Högsk.ingenjör datateknik, Flemingsberg	KTH	17,26	-0,08	▼
8	Samhällsbyggn högsk.ingenjör	Chalmers	17,25	0,75	▲
9	Högsk.ingenjör elektronik och datorteknik	KTH	17,21	0,56	▲

# Safety inspections

Infrastructure and Service and  
Patrick Janus, main safety representative at EECS



# SAM – Systematic work environment management



Safety rounds are part of the investigation/risk assessment in the systematic work environment management



# Employers and employees must work together...

**The employer is responsible for the work environment and should:**

- Inform.
- Investigate.
- Examine.
- Take action.
- Organise rehabilitation.
- Report occupational injury.

**The employee's responsibilities:**

- Participate.
- Comply with regulations.
- Participate in implementation.
- Use protection gear.
- Notify of danger.



# What is a safety representative?

Safety representatives must be appointed at workplaces with at least five employees. They act as employees' representatives in health and safety issues for both regular and temporary staff.



# The safety representative's role

- Represent in health and safety issues and promote a satisfactory working environment.
- Watch over the protection against ill health and accidents within the area.
- Ensure that the employer meets the requirements of AML and SAM.
- Participate in planning.
- Participate in the preparation of action plans.
- Participate in safety rounds.  
**Kap 6. § 4 AML**



# Physical safety inspection

During a physical safety round, we examine for example the indoor environment, chemical handling, noise, ergonomics, first aid equipment and lighting.

At the same time, we can check workplace routines to ensure that these are up to date, that reported incidents can be followed up and we can check that implemented measures have had the intended effect.



# Safety inspections at EECS

- Booked by EECS Service with department manager.
- Employees are informed by their manager when the safety round takes place.
- Employees may be present during safety rounds, but this is not a requirement.
- The protocol for the safety round is presented at APT where an action plan is developed.
- The action plan is continuously taken up at APT until all points are resolved.
- Keep in mind that the safety round is to identify risks in the work environment, so special cleaning or similar does not need to be done before the safety round - we want to be able to see the risks that usually exist in everyday work.





# Q & A

One question per person.





# Next Staff meeting

12 October in D2 at KTH Campus.

