



Department of Physics

Management Council meeting

Monday 7th Oct 2024, 12.00 – 14.00, A5:1003

Participants: Jens Bardarson, Jonas Strandberg, Pär Olsson, Mattias Blennow, Tommy Ohlsson, Torbjörn Bäck, Edwin Langmann, Mats Danielsson, Weimin Ma, Alexandru Golic, Carina Ankarloo
Guest: Karl Henning, HR/SCI

Meeting notes

- **New HR/salary system – Karl H**

- Existing HR+ will end October 19 and the new HR+8 will be released October 21.
- The employment contracts will be generated in HR+8 with a new signing procedure.
- There is going to be guides on the intranet.
- Local HR will answer questions.

From October 21:

- all employees need to update their personal information, in case of emergency contacts, details of your children's information in HR+8.
- Report absence of leave. Existing information in HR+ will be exported to HR+8
- Hourly employees will report their working hours directly in HR+8.
- Employees with "Blankettmetoden" must report their time every month. Employees with "Förtroendetid" report if they have had an absence of leave.
- Line managers must approve their employees reports every month. Deadline for this will be communicated.
- Prompts will be available. It will be the same for all KTH. More information soon.

- **News & general items**

- **Call for KTH strategic initiatives open** – first approved was nuclear one before summer.
 - Can provide 0.5-3 MSEK in central funding – should target attracting 100 MSEK external funds
 - <https://intra.kth.se/aktuellt/nyheter/strategisk-kraftsamling-for-forskningen-1.1357688>

- [Application document](#)
- KTH is arranging workshops regarding travels and CO2 emissions. Looking for group/division at SCI to participate.
- **Potential WISE position**
 - WISE (Wallenberg Initiative Materials Science for Sustainability) will fund an Assistant professor position that should go to KTH/SCI.
 - SCI needs to formulate an ad and decide where the position will go
 - Oscar proposes making as broad an ad as possible that covers the relevant SCI subjects
 - Recruited candidate would then choose placement (If this idea will be acceptable for KTH management and WISE)
 - We need to send in short description (three sentences) about our relevant subjects/environments. Send feedback to Pär.
- **Laboratory infrastructure**
 - For the “Rektorsdialog”, SCI needs info on the lab costs around the departments. Estimated cost for moving a lab.
 - I have asked Sara to help assemble information by end of week. We will most likely need input from division heads also.
- **Julbord**
 - We decided to go with Hasselbacken on 3/12 at 20.00 (instead of 26/11 as initially proposed). Registration form will come out asap.
- **New department structure**
 - Advances on the website structure? Condmat looks ok. Torbjörn is in contact with Marta.
- **JML**
 - We will now advance plans for workshop (was put on pause during Sept due to salary revision). Department heads will coordinate and get back within a few weeks.
- **Faculty renewal (Edwin)**
 - PO: Two-step recruitment procedure proposed to be used more moving forward (1st is initial internal screening of candidates, then send to external reviewers). Different opinions on pros/cons with this method vs the current one. The applicants that is not eligible should not be sent to external reviewers. “Fakultetsnämnden” will discuss this.

- SCI-FFA want feedback on the suggestion for the tenure track positions to extend the deadline from 5 to 7 years after PhD. Meeting members think that 7 years is better since it aligns with the Wallenberg fellow programs at 7 years. Can it be applied for current open position if we must prolong the announcement or re-announce? Edwin asks Josefin and Sebastian.
- **Undergraduate education** (Tommy)
 - Staffing for VT2025 is almost finished and will be announced in the second half of November.
 - “Riktade satsningar för laborativ lärandemiljö”. SCI is changing its policy on financing labs. This year 14 MSEK has been divided between the departments, but it will probably be more next year.
 - Mark is responsible for our lab planning. He is looking at the premises and interviewing staff. Torbjörn alleges that technical support is needed in the labs and some equipment is old. When Mark has a better view of the situation, we can address this problem.
- **Outreach** (Josefin)
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- **Doctoral programme** (Mattias)
 - PO: SCI plans to initiate check or measures to ascertain that PhD students follow a reasonable salary progression
 - The 30/50/80 ladder is applied differently across KTH and has no clear policy on how it should be applied.
 - It has been noted that a large fraction of the students stays at step 1 for a very long time. We have 53% students at step 1, but we have had many students starting in the last year. Mattias will ask Isabelle for statistics of which level our students currently are. The PhD contracts are renewed every year and Isabelle always ask if the student should climb the PhD ladder.
 - Program council. One representative from each new division. Particle physics, Astrophysics and Medical Imaging – Mats P, Condensed matter theory – Yunxiang Liao and Nuclear Science and Engineering – TBD.
 - New administration for level three courses. In November there will be a call of what courses we shall give in spring.
 - Templates on expectations for the studies for both supervisors and PhD students. There are also discussions about a guideline for dissertation.
 - Discussions about language courses in the PhD studies to be allowed on a basic level. Primarily for foreign students taking Swedish courses. Division pays for student courses and department for faculty.
- **PhD student representative** (Maria, Alexandru)

- Maria has attended a meeting about gender imbalance for students and she will inform about this the next meeting.
- **Physics administration** (Carina)
 - October 14 the new “Ledningsstöd” Johanna will start her employment.
 - October 28 the new “Institutionsadministratör” Jenny will start her employment.
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- **News or issues from Divisions** (all)
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