

Monday meeting

12 September 2022

held by Magnus Mörth

- Report your vacation in primula if you have not done so and if you are a lecturer/researcher check that you have reported your secondary employment (bisyssla) for 2022.
- One of the remarks we have gotten recently from the internal audit is that we need to improve our compliance in regards of the SU gifts and hospitality regulation (representation policy).

Please know that the main rule at SU is that it is not allowed to pay for any meals/coffe/buns (anything) for students (bachelor/master/phd students) or other colleagues and then claim the expenses. There are some rare exceptions where the department/a project may pay for meals/hospitality gestures and those are mainly related to IGV/a project at IGV having external guests or when we arrange an internal event for all staff at IGV (like our Christmas lunch), or if an employee/IGV is organizing a conference (within a project) with program and agenda.

These rules are strictly reviewed by SU and by the internal audit. From my point of view, we are doing a good job following this regulation at IGV in general– but from the findings of the internal audit – there is obviously room for improvement.

If you have any questions regarding the hospitality regulation (before deciding to offer someone a free meal and such) – don't hesitate to ask me or Schauki and we will assist. Better to ask before having the expense than not being able to claim the expense afterwards.

- Seminar by Madeleine Larissa Vickers from Oslo university, Bizarre carbonates and palaeoclimate: glendonite and its parent mineral ikaite

Date: Thursday september 15, 2022

Time: 15.00–16.00

Place: Willian-Olssonsalen, Geohuset

- Save the date 7th of December to celebrate 25-year in the Geoscience Building

Time to celebrate that the departments of the Earth- and Environmental Sciences section together with the Department of Human Geography have been co-located in the Geoscience building for 25 years. Save the afternoon and evening of December 7 for a celebration.”

- The prognosis on our result for education is that it looks like we are reaching our goal for orientation courses but is not reaching it for regular courses. For now, we are 20 HÅPs behind our target but we do at least have a surplus of 30 HÅPs for orientation courses. The system is that every year we request how much teaching we can do and is getting paid for this in advance, 1 HÅP is one student reading courses at IGV for the whole year.

Our target was in total 220 HÅPs for 2022 of which 170 is regular courses and 50 is orientation courses. If we do more than we have requested this do not mean that we are going to be paid for that surplus unless the whole faculty is not reaching the target (that is that of all departments does not reach their goal).

- Anna, the new archivist, will start today. Her work task is to take care of the archiving at IGV.
- There will be a safety round on October 6 where Mikael Corell will come to the house and inspect our premises. I hope that everybody will have a look in the laboratories/storage rooms and tidy up if necessary.
- A reminder. Everybody that wants to talk salary are welcome to talk to me, Helen or Viktoria, see mails we have sent. The salary increase is set at 2.3% for the university and the plan is that the new salaries will be paid from December 23, retroactively from October 1.

The PhD salaries are adjusted according to the current local agreement.

There will not be any compensation for the very high inflation we have as this will also put more pressure on even higher inflation.

- All laboratory work, field work and excursions must be reported, and risk assessed. Remember that all employees at IGV must read and sign out safety regulations.
If transporting chemicals are transported outside the university area, the university's safety advisor for dangerous goods (Daniel Sellberg, SEKA Miljöteknik AB) must be contacted to ensure that SU complies with the law on the transport of dangerous goods.
- Next Monday meeting is September 25 since we have a meeting with the internal audit next week (IT and security).