

Department meeting

Astronomy and Theoretical Physics

18 October 2017

Anders Johansen (head of department)

Mattias Ohlsson (deputy head of department)

Johan Rathsman (vice head of department)

Agenda

- ▶ Election of safety representatives (skyddsombud)
- ▶ Department news
- ▶ Information security
- ▶ Salary-setting appraisal (lönesättande samtal)
- ▶ New economic structure and internal distribution model
- ▶ Policy for accounting teacher salaries
- ▶ Departmental overhead costs

Department news

<http://dev.thep.lu.se/prefektWiki/>

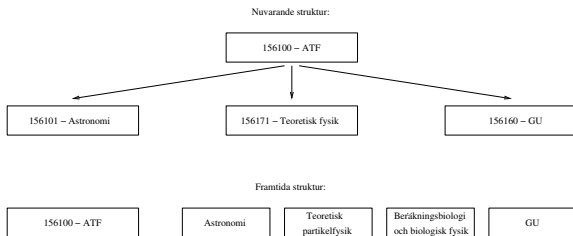
- ▶ We have received a donation of 1.2 MSEK from the LMK foundation for the “LMK telescope” for high school projects, teaching and outreach
- ▶ We are in contact the Faculty of Medicine to reduce the light pollution from the planned Forum Medicum building
- ▶ Anna Arnadottir is leading a project to update our webpages and align them better with the LU templates
- ▶ Plans are under development for expanding office space both in astronomy and theoretical physics during 2018
- ▶ Administration will be expanded from 1 January 2018 with 75% indefinitely employed economy administrator who will also assist in personnel administration and teaching administration
- ▶ There are new rules for representation costs (typically food) since 1 July – ask Lena if planning to serve food at event
- ▶ Don't forget to fill in your research profile in the LUCRIS system if you are a new employee (or have not done so yet)
- ▶ Course on heart starters coming up on the theoretical physics side – contact Bosse if you are interested in taking the course

Information security

`http://www.staff.lu.se/sites/staff.lu.se/files/guidelines-on-information-security-at-lund-university.pdf`

- ▶ Do not open unexpected attachments in any email
- ▶ Automatic forwarding of email not permitted
- ▶ Only limited private use of LU email, store in "Private" folder
- ▶ Make sure to have a local copy if you use a cloud service
- ▶ Take the LUISA training course in kompetensportalen

New economic structure and internal distribution model



- ▶ New distribution model from faculty to departments will be predominantly fixed from 2018, with just a minor variable component
- ▶ We are limited in our allowed agency capital in the department from 2018
- ▶ The board has decided a new economic structure for the department where our economic divisions *astronomy* and *theoretical physics* are replaced by three cost centres *astronomy*, *theoretical particle physics* and *computational biology and biological physics* at the department level
- ▶ Teachers' departmental research and teaching will be accounted at the department cost centre
- ▶ The topic cost centres will mainly hold external grants
- ▶ Research resources are distributed to the topics as a right (possibility) to account salaries for teachers and departmentally-funded PhD students

Accounting teacher salaries

- ▶ We choose in the department how teachers' salaries are accounted on departmental research, departmental teaching, departmental leadership duties and external research grants
- ▶ The head of department is responsible for accounting our teachers 100% on these activities
- ▶ Ongoing discussion in the board on formulating a policy for accounting salaries
- ▶ Three categories of teachers: associate senior lecturers (assistant professor), senior lecturers (associate professor) and professors

Policy for accounting teacher salaries

Version to be decided at next board meeting (and updated annually):

- ▶ Associate senior lecturers and senior lecturers are accounted 40% on departmental research
- ▶ Professors are accounted 40% on departmental research and at least 50% in total on research
- ▶ Fully financed professors are accounted 100% on departmental activities, but take leadership duties and collegial teaching at a minimum of 20% within this accounting
- ▶ Fully financed professors are currently: Torbjörn Sjöstrand, Anders Irbäck, Sofia Feltzing, Melvyn B. Davies, Anders Johansen
- ▶ A teacher can distribute surplus funding to other employees (e.g. other teachers, researchers, postdocs, PhD students)
- ▶ The topics should strive towards distributing departmental research funding within each topics
- ▶ Accounting on departmental research can be temporarily increased if it is not otherwise feasible for a teacher to reach 100%

Departmental overhead costs

- ▶ Overhead costs cover administration expenses and rent at three levels: university, faculty and department
- ▶ A (desired) consequence of the new economic structure is that the topics will get a shared overhead cost
- ▶ Approximate overhead costs theoretical physics 2017:
- ▶ Approximate overhead costs astronomy 2017:
- ▶ Our common overhead percentage will likely land around 55%
- ▶ Including the rent contribution from the faculty we are at around 40%
- ▶ Our external grants on the average allow 30% overhead (varies substantially between grants – please maximise if negotiable)
- ▶ We have a net overhead income of approximately 2 MSEK per year from what the external grants pay beyond the university and faculty overhead
- ▶ External grants are key to a positive department budget

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