

SLU Landscape Working Group meeting _ minutes/AK

10 January 2018 15-16.30, Tornsvälan (Alnarp), Öjebyn (Ultuna), Skype for Business

Attendees: Lars Johansson (SOL) chair, Caroline Hägerhäll (AEM), Caroline Dahl (Movium), Lisa Diedrich (UF), Ingrid Sarlöv-Herlin (LAPF), Bruno Santesson (SOL DLA, *joined 16h*) Andrea Kahn, facilitator

Goals Develop a Fall SLU Super Landscape Day action plan (budget, organizing process and tasking)
Agree on approach to Spring SLU L day programming (integrate revisions discussed 17/11/17)
Confirm SLUL budget protocols and define approach to 2018 expenditures (250K/yr.)
Agree on allocation of SLUL funds from prior years

WG Reports summary:

- ECLAS 2020 (September) will be in Uppsala, provides an opportunity to show SLU L
- Budget Report: 236K available from previous years (report prepared by LJ + ISH, see page 2 below)
- Two 2017 CFIs projects (Teaching Synergy and Research Funding) are pursuing follow up activities.
- AK circulated "Protocols" for web news items. Catherine Kihlström will monitor the site weekly.
- Marianne Persson (marianne.persson@slu.se) will be the AEM communication liaison
- April SLU L day: CFI teams know about SLU L day activity slots; AK asked teams to contact BS/LJ with possible keynotes.
- Super landscape day (SLD): Tiina Sarap open to collaborate on SLD planning

The WG group agreed to the following actions regarding slated agenda items

1. SLU L budget and financing: Per CH comment, WG agrees on importance of a transparent approach to budget. In preparation for a follow up budget discussion on 2/3/18, LJ and ISH agree to:

- *Revise budget spread sheet* with expense categories proposed by CD and agreed to by WG.
- *Draft budget principles (percentage allotments) for spending annual 250K* from LTV reflecting WG discussion and agreement that such funding should be allocated to 5 (five) "regular operations expense categories": CFI; CFI Follow UP; SLU Landscape days; Communication; Facilitation
- *Draft budget principles for "excess" funds* reflecting WG agreement to direct such funds towards special projects (e.g. Super landscape day) and to spread use over more than one fiscal year.
- *Provide a list of "hard numbers" reflecting actual costs (salaries, consultant fees, etc.)*

LJ/ISH will circulate all materials listed above to the full working group via email due **14/2/18**

WG members will send comments and responses to AK due **21/2/18**

AK will circulate collated responses to full working group by due **24/2/18**

2. April SLU Landscape day planning (led by LJ + BS)

- AK will send sample workshop description for BL
- LJ/BS will draft April program; follow up on leads for keynote speakers from Josefin/Carola; LJ will have Anni H upload dates for SLU L days on SLU L website
- LD will inform LJ/BS on availability of Tim Baird (HoD, Cornell) as keynote, by March, latest; UF will invite other Future Platform Leaders to participate (lay foundation for Super Landscape day)

3. Super Landscape day planning

- WG review program concept, email AK keynote speakers (Who? Why?) and panel topics (**30/1/18**)
- LD/UF will provide inputs, possible sponsorship of keynote, planning of module (details TBC)
- LJ will look for working group member from Ultuna
- ISH contacts Helena E. re planning and organizational admin

LJ (Chair) will send invitations for three (3) confirmed upcoming WG meetings dates:

2 March, 15.30-17; 26 April, 13.30-15.30; 18 June, 13.00- 14.30

Meeting adjourned at 16.30.

Appendix 1

BUDGET REPORT PREPARED BY LJ + ISH FOR discussion by SLUL WG at JAN 2018 meeting

Income 2018

| | |
|---|-------------------|
| From the Faculty | 250,000.00 |
| CFI 2018, from departments etc | |
| LAPF 75 000, SOL 50 000, AEM 25 000, Movium 10 000, Urban Future 10 000 | 170,000.00 |
| Money to use from previous years (total 236 000) | 150,000.00 |
| | 570,000.00 |

Costs 2018

| | |
|---------------------------------------|-------------------|
| CFI projects | 200,000.00 |
| Facilitation, coordination | 250,000.00 |
| Communication, SLU Landscape Days etc | 120,000.00 |
| | 570,000.00 |