

MINUTES steering committee meeting Research School Focus on Soils & Water: 16th of May 2017, 13:00- 15:00, room Marken (B3051) in the MVM centre, Ultuna, SLU

Participants: Karina Clemmensen, Anke Herrmann, Richard Johnson, Maria Kahlert, Lisbeth Lewan, Minh Anh Nguyen, Jenna Senecal, Tina Putz

1. **Chair, secretary:** Anke Herrmann chair, Maria Kahlert secretary, Lisbeth Lewan to adjust the protocol
 2. **Minutes steering committee meeting 7th of February 2017:** approved by all
 3. **FoSW research application: Next four-year period granted.**
Information regarding submitted and approved application as well as FUR-decision was given. Future activities and composition of steering committee were discussed:
- 3.1. **Steering committee:**
FUN-NJ decided 30/3/2017 to approve FoSW application, and granted 4830 tkr for the 4-year period starting 1st of July 2017. FUN-NJ decided that the responsible departments should send a suggestion for the composition of steering group and director of studies to FUN-NJ with deadline 22/5/2017.
- We discussed the responsibilities of the FoSW steering group (4 steering group meetings per year, planning and follow-up of activities, approval of activity (e.g. course) contents, schedules, budget and reports, responsibility for quality of FoSWs activities, provide contacts to researchers, other research schools and the NJ faculty, and extra for the PhD students: homepage, lunch seminars and annual meeting), and changes of the composition of the group. Suggestion to have 4 senior researchers (at least assistant professor/docent) & 3 PhD students, plus deputies (2+3), having a broad representation of departments included in FoSW, and an as equal genus distribution as possible. Richard Johnson, Minh Anh Nguyen and Andreas Hagenbo wish to end their membership in the steering group. Several names came up as possible replacements, and Anke & Maria were given the task to discuss these names with their respective heads of department (responsible departments for FoSW).
- The steering group also suggested to invite and inform all deputies of the meetings as a routine to ensure that the deputies always are well informed about meeting time and ongoing issues, and to encourage active participation in all FoSW issues. Voting however only possible if regular members are not present.
- 3.2. **The proposed schedule and budget** for the first year was discussed.
Suggestion by several FoSW students to have a workshop/course on the writing of the thesis summary.
Suggestion to have the proposed annual FoSW workshop organized by the PhD students of the steering group.

Decision to have this issue as the first years' workshop current topics. Linnea Hansson & Jenna Senecal to organize. Limit for budget: 40 tkr.

4.2.3. Course report: Multivariate Statistics. Final budget: 156 581 SEK, shared with Research Schools Organism Biology & Ecology (i.e. 52194 kr each RS). FoSW initial budget: 60 000 SEK (see protocol 7th of Feb)

Decision: Approved by all.

4.2. Mobility Grants: Reports and applications

General discussion:

1) Fun-NJ decided on January 19, 2017 the following:

“Mobility support to doctoral students may be allowed to participation in course activities, but not to conference travel, with a maximum of 10 tkr per course activity and graduate student.”

* FoSW guidelines on the mobility stipends need to be updated taking this decision into account.

To be done by the PhD students of the new steering group after 1/7.

* FoSW members must be informed about these new guidelines. Maria to send email to list.

2) We need to straighten up the application routines to simply for the directors of study:

* All applications and reports **MUST** be send in as ONE pdf.

* Regarding single invoices in reports: FoSW does not need a copy of all those, because they are archived and used in travel reports to departments anyway already. An overview of the expenses is sufficient, referring to that and where the invoiced are archived.

* A travel report should not be more than ½ page long, and include mainly a statement if the tasks and goals applied for were achieved or not. In the latter case an explanation is needed.

* FoSW requires a certificate if the actual travel was performed, i.e. a course certificate or confirming letter of the visited host.

* Also here, the FoSW guidelines on the mobility stipends must be updated with this information.

4.3.1. Travel report Jenna Senegal: Conference participation 4th Faecal Sludge Management Conference (February 2017, Chennai, India). Oral presentation. Total final budget: 13 984 SEK. Applied for: 10 000 SEK (Mobility 2016)

Decision: Approved by all (Jenna not participating)

4.3.2. Travel report Linnea Hansson: PhD course Advanced modeling of water flow and contaminant transport in porous media using the HYDRUS and HP1 software packages (March 2017, University of Life Sciences, Prague, Czech Republic). Total final budget: 7 012 SEK. Applied 7 000 SEK (Mobility Spring 2017)

Decision: Approved by all.

4.3.3. Travel report Bonnie Bailet for study visit to INRA research groups, France & Germany, Feb-March 2017. Total final budget: 18 262.16 SEK. Applied 10 000 SEK (Mobility Spring 2017)

Decision: Approved by all.

4.3.4 Application Prithvi Simha: Conference participation Embrace the Water Conference, Gothenburg, June 2017; Accepted oral presentation. Applied 9 148 SEK (note: FoSW budget 2016 as he applied but could not attend a conference in India in February this year).

Decision: Approved by all to pay the sum minus the per diem (i.e. 9148-660=8488 kr), as FoSW is not funding per diem costs. The steering group clearly states that this decision is an exception, as the costs will be taken from 2016 years budget.

For spring 2017, there are not sufficient funds left to approve all applications. We can neither use the funds for autumn 2017, because a new 4-year budget period starts 1st of July 2017.

Decision: To use the remaining funds to approve the two applications which are priority 1 (participation in PhD courses) and 2 (visiting scholarships) of FoSW (see FoSW mobility grant rules).

4.3.5 Application Maidul Islam Choudhury; PhD course participation Nutrient cycling in stream ecosystems (2-6 August 2017, Aarhus University, Denmark). Total costs/applied: 14 120 SEK

Decision: Approved by all.

4.3.6 Application Hannah Fried-Petersen: Visiting Scholarship at the NTNU in Trondheim, June – October 2017. Applied 5 000 tkr.

Decision: Approved by all.

4.3.7-4.3.11 Applications for conference participation (Kristina Tattersdill, Wiebke Dürig, Pianpian Wu, Baolin Wang, Alexander Feckler).

Decision: Not approved due to budget limitations.

5. & 6. Responsibilities of FoSW PhD student representatives' in steering group (Lunch seminars, homepage, annual workshop)

Details of responsibilities and reimbursement will be discussed with the new FoSW steering group representatives (regulars & deputies).

7. Next meeting in autumn 2017

14 September 2017, 13-15, Room: Ekoln (MVM house, 4th floor)

Maria Kahlert, FoSW

Signed protocol: Lisbeth Lewan