

**Meeting on: 5 February 2015**  
**The auditorium, AU Flakkebjerg**  
**PATENT section meeting**

**Minutes**

1. **New employees and guests – and in which offices should they be placed?**
2. **Future group meetings (who should participate, in Danish or English, etc., etc.)**
3. **New projects and calls**
4. **News from PhD committee**
5. **UNILAB**
6. **Evt.**
7. **In Danish: Bemandingsplaner (jeg inviterer Henrik W til at forklare lidt om planerne)**
8. **In Danish: Notat om bl.a. Ledelsesdelegering og medinddragelse og administrativ sagsbehandling i Institut for Agroøkologi, som beskriver procedurer og arbejdsgange i AGRO**

Date: 17 February 2015

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1. **New employees and guests – and in which offices should they be placed?**

Mogens Nicolaisen announced that Pablo Llop, who is employed on the Woodchip project, has handed in his notice of resignation and will leave by the end of February.

A PhD student from Ecuador, Juan, will start on 2<sup>nd</sup> March. He will work together with Inge Fomsgaard on root exudation.

Chris Sørensen and Julian Algaba will move to Steen Lykke Nielsen's office.

Mogens Hovmøller mentioned that a PhD student from Kenya, Mercy Wamalwa, will be visiting us for 6 months. There have been some problems in relation to obtaining

visa, but most likely she will arrive by the end of March. Mercy Wamalwa has just started her PhD as part of the Global Rust Initiative. As regards office space for Mercy Wamalwa Mogens Hovmøller suggested that she is placed in Chris' and Julian's old office. Mogens Nicolaisen will discuss the allocation of offices with Karen E. Henriksen.

## **2. Future group meetings (who should participate, in Danish or English, etc., etc.)**

It was suggested that group meetings should be held in English in order not to exclude the English-speaking employees of PATENT. Special, technical matters could then be discussed in Danish at the end of the meeting, if necessary. The proposal was agreed upon, so for future group meetings invitation, agenda and minutes will be prepared in English.

Mogens Nicolaisen will try to draw up an agenda with fixed items for the section meetings, e.g. news from the PhD committee, news from teaching. Items of interest mainly to VIP will be placed at the end of agenda. TAP are free to leave the meeting when discussing these items, if they wish.

It was discussed how often the section meetings should be held. It was agreed to have one section meeting per month, i.e. 10 meetings per year. The meetings will be held on a Tuesday right after the lunch seminar, i.e. at 12:45. Mogens Nicolaisen will send out Outlook invitations for section meetings for the first 6 months of 2015.

## **3. New projects and calls**

Mogens Nicolaisen had been contacted by Birte Boelt, who is planning a project application on endophytes in grasses in cooperation with DLF-TRIFOLIUM A/S. Mogens Nicolaisen had suggested Annie Enkegaard to Birte Boelt as the main contact person from PATENT on the project, but added that Annie Enkegaard and Henrik Skovgård could discuss it between themselves.

## **4. News from PhD committee**

Mogens Nicolaisen recommended that news from the PhD committee should be a fixed item on the agenda for future PATENT section meetings. Based on experiences from the latest GSST application round Mogens Nicolaisen wanted to clarify in relation to funding that it is also possible to obtain financing from the department. So if there is a good candidate/project Mogens Nicolaisen advised to go ahead with submitting applications. The amounts available for grants from GSST vary from year to year and it is, therefore, difficult to lay down rules or criteria for the selection grants.

Mogens Nicolaisen announced that he had just retired from the PhD committee and that Henrik Skovgård will join the committee instead.

## 5. UNILAB

Mogens Nicolaisen explained about the funding from UNILAB for rebuilding/upgrading laboratories at AU Flakkebjerg and said that according to Michael Kristensen even an extra sum of money has been added to the original grant. Michael Kristensen is the representative of PATENT in the working group consisting Bente Laursen (Inge Fomsgaard), Johannes Ravn Jørgensen, and Per Gregersen. Michael Kristensen has drawn up a list of suggestions/ideas from PATENT, which is based on conversations with PATENT group members. Henrik Skovgård asked if further wishes could or should be added to the list and also how the funding would be allocated between the sections at Flakkebjerg. Mogens Nicolaisen replied that at the moment the discussions are only at an overall level, detailed planning will come later.

## 6. Evt.

No subjects discussed.

## 7. In Danish: Bemandingsplaner (jeg inviterer Henrik W til at forklare lidt om planerne)

Mogens Nicolaisen præsenterede bemandingsplanen for 2015, som dog endnu ikke er endeligt på plads, hvorefter Henrik Wrem gennemgik rapporterne ST25, timerapport (for den enkelte medarbejder), og ST20, budgetopfølgning til projektledere, i AURAP (link til timerapport: <https://aurap.au.dk/AUStandardrapporter/Timerapport.rdl>). Rapporterne viser budgetteret og aktuelt timeforbrug på projekter. Tal for 2015 er ikke tilgængelige p.t., men vil blive lagt ind, så snart bemandingsplanen er klar. Henrik Wrem gjorde opmærksom på, at det er vigtigt, at de rigtige aktivitetslinier anvendes ved tidsregistreringen i ARS og opfordrede til, at der ryddes ud i aktivitetslinier, der ikke skal anvendes.

## 8. In Danish: Notat om bl.a. Ledelsesdelegering og medinddragelse og administrativ sagsbehandling i Institut for Agroøkologi, som beskriver procedurer og arbejdsgange i AGRO

Mogens Nicolaisen bad om kommentarer til notatet, som er udarbejdet på baggrund af problemanalysen ved Aarhus Universitet. Notatet har været behandlet i LSU og er nu sendt i høring hos alle medarbejdere i AGRO. Der var en positiv indstilling til dokumentet, som blev betegnet som et godt opslagsværk.