

Dear all,

Friday was obviously not a good day for a meeting. Due to several other activities, our meeting will be on **MONDAY 12TH AT 12:30**

Hilsen Kjetil

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Meeting invitation for faculty meeting on Friday Dec. 9th at 09:00 am in room# 039 (lunchroom)

AGENDA

- Matters from previous meeting
- For your information:
 - Research action plans
 - Staffing plan
 - HSE – department meeting Tuesday Dec. 13th

Topic 1. Teaching

In our November-meeting I presented the results from the teaching survey. Our goal is to make a plan that is fair wrt teaching load and also a plan that ensures robustness. Due to limited teaching resources such a plan can obviously not be implemented over night. However, the attached pdf-file contains a possible future solution based on your response. Please bring all your constructive comments to the meeting.

Topic 2. Teaching – PhD

We have decided to establish a new phd-course: Advanced topics in biotechnology. This course is supposed to replace courses with low numbers of students. Consequently, in our meeting we have to discuss which courses that should be phased out. In addition, we should also discuss which courses that should be offered every other year, and furthermore decide on a suitable distribution of courses on even- and odd numbered years. Attached is an overview of our courses and how many students who showed up for the exam each year.

Topic 3. Economy reports

I have sensed some frustration regarding the economy reports that project leaders receive in their mail boxes. Some say that this is waste of time and paper because the information in these reports is of no use. Wenche will be invited to the meeting in order to get more specific feedback on what kind of information you would prefer from these reports.

Any Other Business

Hilsen Kjetil