

Minutes - CIH staff meeting Monday 13th of January 2020, 1300-1430 CIH Assembly area, 5th floor ODH

Present: Solfrid, Gunhild, Ingvild H, Ana Lorena, Bente, Karen Marie, Ingvild, Hanne, Catherine, Melf, Ane, Cecilie, Sven Gudmund, Linda, Asela, Theogene, Thorkild, Elinor, David Sam, David, Ingunn, Justin, Anne Berit (minutes).

Agenda:

1. Decent work and protection also of Norwegian ears and some administrative challenges in Norhed projects

Bente presented some research results from a Norhed project done in four iron and steel factories in Dar es Salaam, in cooperation with PhD candidate Israel Nyarubeli. After the project they have developed a new project plan for testing different hearing protection equipment. They have purchased a mobile audiology unit – after a lot of work for all and especially Solfrid Vikøren. The group has also produced a film showing how to use earplugs properly. See the presentation here:

<http://vedlegg.uib.no/?id=7f3f3bbccb0a0cb883a7ed3c52c21d4b>

2. Practical tips – tell where you are - Use of Outlook by Gunhild Koldal

There are many technical features in Outlook. In your calendar, you can show or hide your appointments topics. At CIH, we hope everybody will keep his or her calendar official and open to make it easy for everybody to know where you are.

3. Information sharing/discussion

From CIH board meeting: CIH informed the board on the work for a new Strategy. The strategy to be presented for the Board in May 2020. The Board has a new leader, Pål Njølstad, Head of K2. He will visit CIH this spring. The Board is concerned about all the funds passing through CIH (Gjennomstrømmingsmidler) Bente and Halvor will have a meeting with the Dean about this next week. CIH informed the Board about plans for the administration and the possibility to expand coordinating activities in the future.

Education: Ongoing courses, PU meetings. Karen Marie informed. Teaching activities are running according to plan. CIH have many guest student this semester.

PU will plan their first meeting very soon.

Edvin Skei has sent everybody an e-mail containing an excel counting teaching activities (undervisningsregnskapet 2020) See link:

<http://vedlegg.uib.no/?id=678f215542b9ff685690c7bd45cb472e>

This will be discussed in the CIH scientific staff meeting next week.

Global challenges: Working on an announcement for two new PhD-candidates scholarships. Please prepare applications, deadline to be announced soon.

Routines for project reports / problems observed for project leaders outside CIH; how to improve? Better routines to secure proper reporting to NFR is needed. NFR have rejected several reports lately and withheld funding. The administration will work on improving routines this spring.

New applications for grants are needed – suggestions from Anne Berit Kolmannskog See the presentation here: <http://vedlegg.uib.no/?id=916495f7e458bbb25cc7cead8fa564b2>