
The national board of Science for Life Laboratory

Minutes from board meeting nr 21 2016-11-15 (Stockholm)

Present members: Carl-Henrik Heldin (chair), Staffan Edén (GU), Henrik Grönberg (KI), Anders Karlhede (SU), Margareta Olsson Birgersson (industry representative), Stellan Sandler (UU), Marianne Sommarin (UmU), Gunilla Westergren-Thorsson (LU).

Absent members: Sophia Hober (KTH)

Other participants: Olli Kallioniemi (Director), Lena Claesson-Welsh (Co-Director), Annika Jenmalm-Jensen (Infrastructure Director), Fredrik Sterky (secretary), Eva Molin, Björn Halleröd (VR, only point 10) and Johan Holmberg (VR, only point 10).

Appendices:

- A. Platform governance and policies
 - B. Decided budget for facilities 2017-2018
 - C. Decided budget for center operations, coordination and support
 - D. Decided support for one-time costs
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1. Introduction

Carl-Henrik Heldin opened the meeting.

Decisions:

- The board approved the minutes from meeting nr 20.
- The board appointed Gunilla Westergren-Thorsson to adjust the minutes in addition to the chair.

2. Update from the Director

Olli Kallioniemi presented an update about SciLifeLab and current work within the management group.

3. Platform governance and policies

Annika Jenmalm Jensen presented the progress of establishing policies and directives for platform governance. This work will continue and formal documents will be presented to the board in May 2017. However, it is important to decide on positions as part of the platform management and a suggested model was presented (appendix A).

Decision:

- The board approved the suggested organization of platform leadership and division of responsibilities. The board approved the process of appointing facility directors, platform directors, facility heads, the platform management group and the platform advisory board. Details of the decision are presented

in appendix A.

4. Planned platform organization

Annika Jenmalm Jensen presented the new organization of facilities in platforms and that these are mostly an internal organizational structure. To the scientific community, SciLifeLab services will be presented in a manner that emphasizes expertise and services, which may not follow exactly the platform structure.

5. Budget for facilities 2017-2018

Olli Kallioniemi described the evaluation process, considerations of comments from evaluation panels and strategic arguments, and the principles of the suggested funding for facilities. The funding is given on a 2+2 year basis where there will be a check-up after 2 years. Some facilities get a one-year conditional funding in order to discuss future strategies with the SciLifeLab management during 2017. See appendix B.

The drug discovery and development platform (DDD) has earmarked funding and will be given the opportunity to suggest their own distribution of funding to the facilities within the platform. In other aspects, they will be treated as any other platform, see point 6.

After distribution of funding to DDD and the national facilities, there is still funding available for 2017. There are a number of activities that could potentially be funded by this resource in order to secure infrastructure issues and maintain flexibility in the organization. Future suggestions will be presented to the board.

Decisions:

- The board approved the funding for the SciLifeLab facilities according to appendix B.

- The board approved funding to DDD of 44 135 kSEK for 2017, including 2 000 kSEK to Lund (U-READ). The DDD management is asked to present a budget for each facility to the board at the next board meeting.

- The board decided to ask the head of operations to distribute the not yet distributed DDD funding from 2013-2016 according to a proposal for facility budget from the DDD management.

- The board decided that the above funding decisions only takes effect if the funding to SciLifeLab in the upcoming research bill is at least at the same level as for 2016.

- The board decided to ask the head of operations to distribute the funding for each facility with respect to their internal distribution between facility subgroups at different universities.

6. Budget for central operations, coordination and support

Fredrik Sterky presented the budget for central operations, coordination and support, including research activities, education, external relations, center infrastructure and costs for management and support functions. The budget includes new initiatives according to earlier decisions, like the Data office and the national fellows as well as costs for the new management structure.

As mentioned under point 5, the DDD platform will share costs for center operations, coordination and support on equal basis as the other platforms. However, some costs (defined by the director) will be waived for DDD. For 2017, undistributed funding from earlier years will cover this increased cost. In the future, index increases of funding will also keep the effect of this very limited.

Decisions:

- *The board approved the budget for center operations, coordination and support according to appendix C.*
- *The board decided that the above funding decision only takes effect if the funding to SciLifeLab in the upcoming research bill is at least at the same level as for 2016.*
- *The board decided to ask the head of operations to distribute the funding for center operations, coordination and support to the respective university according to budget. The head of operations has the right to redistribute the funding between Stockholm and Uppsala if necessary.*

7. Specific support for one-time costs

Olli Kallioniemi presented the need to add support to the genomics platform as well to Uppmax, see appendix D.

Decision:

- *The board approved the use of unallocated funding from earlier years in order to cover the currency debt for the purchase of the HiSeq XTen machines. A total of 11 120 507 SEK will be transferred (Stockholm 6 094 674 SEK and Uppsala 5 025 833 SEK).*
- *The board approved additional funding of 1 MSEK to Uppmax during 2017 in order to arrange with functional backup solutions and systems expertise for SciLifeLab. The funding will be taken from unallocated funding from earlier years.*

8. Update on recruitment of Infrastructure Director

Annika Jenmalm Jensen left the room during this point.

Olli Kallioniemi presented a plan to announce an expression of interest at a

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level of a 50% appointment. The announcement and evaluation of applicants will be done by the management group and the top candidates will be presented to the board. If a candidate is selected who is not already employed at one of the host universities, a negotiation will be made with the relevant host university to establish the position.

9. Upcoming IAB meeting

Olli Kallioniemi presented a preliminary plan for the visit of the international advisory board (IAB) on March 8-9, 2017. The board will be invited to take part in the program.

10. Collaboration with the Swedish research council (VR)

Björn Halleröd from VR presented the financial situation for VR regarding infrastructure support, and potential strategic collaboration between VR and SciLifeLab. He presented a request to form a strategy document to establish collaboration with ESS and Max-IV. The board suggested that further discussions are needed before deciding on a strategy document.

11. Update on new organization

Olli Kallioniemi presented the status of the discussions with the vice Chancellors of the host universities in the work with the new organizational structure. The universities are willing to support the suggestion with some comments and conditions.

12. Interim organization starting January 1, 2017

Olli Kallioniemi described the key points in the proposed agreement with the host universities. An interim organization is proposed to start January 1, 2017 under the following conditions:

- SDs will be nominated by universities by December 1, 2016
- Board will approve SDs by December 20, 2016
- IDs will be appointed by universities by December 20, 2016
- An interim organization is approved for January 1 – June 30, 2016.
- The work on the documents needed for the new organization, i.e. Four party agreement, "Arbetsordning", "Delegationsordning" and Agreement about Campus Solna, will continue
- The authority of funding decisions (national, DDD and SFO) will remain the same, also after agreements are in place.
- Relevant persons from each university will take part in writing of the documents, as well as legal departments from each host university. KTH will lead the work.

Decision:

- *The board approved the suggested interim organization.*

13. Annual report 2016

Fredrik Sterky presented the plans to improve the annual report and to develop and use more stable performance indicators. This is a long-term process, which hopefully can be implemented for the 2017 report. The

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suggestion was to keep the format for 2016 the same as for 2015, but with an improved bibliometric analysis according to KTH standards.

Decision:

- The board approved the suggestion to keep the format from 2015 also for the annual report 2016.

14. SciLifeLab contracts, agreements and access

Lena Claesson-Welsh described the need for support from the host universities in legal matters. The SciLifeLab management and operational leadership, that are in charge of drafting documents and contracts, need to have a main representative at one of the host universities available for their communication and for scrutiny and approval of document and contracts of legal nature.

In addition, there has been a request to bring clarity in the conditions for individuals in the SciLifeLab management to use the infrastructure under the same terms as any other academic user.

Decisions:

- The SciLifeLab board decided to apply to the KTH legal department, through its rector and university director, to make legal services available to SciLifeLab management and operations. Moreover, the board decided to request that the legal advice given by the KTH legal representative should in principle be accepted by all four host-universities. The advice should be given with respect to the best interests of SciLifeLab as a collaborative center across the four universities.

- The board decided to clarify that persons with leading positions at SciLifeLab, such as members of the management group and the board, have the right to use the infrastructure services under the same conditions as any other user. The platforms and facilities must apply the same rules and prioritization models to all applicants.

15. National fellows

Carl-Henrik Heldin and Marianne Sommarin left the room during this point. Lena Claesson-Welsh presented a request to change the original conditions for appointment of a national fellow at Umeå university (UmU).

Decision:

- The board decided to accept that the position will not be located 50% in Uppsala/Stockholm, but asks UmU to prioritize applicants with an interest to use SciLifeLab infrastructures.

16. Meetings 2017

Carl-Henrik Heldin confirmed that the 2017 board meeting will be held in February, May, September and November. A questionnaire for optimal

dates will be sent to the board members.

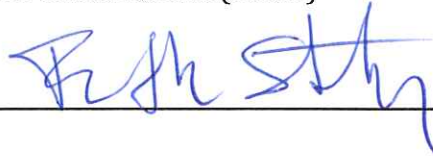
17. Other issues

No other issues.

Upcoming meetings:

February 8, 2017 at 10.00-15.00 in Stockholm (Alfa 5)

Fredrik Sterky, secretary

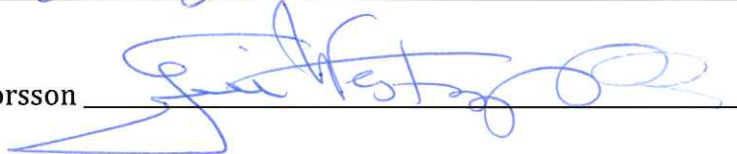


Minutes approved by:

Carl-Henrik Heldin



Gunilla Westergren-Thorsson



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Appendix A. Platform governance and policies

Decision which partially describe the platform governance and will be complemented in the document "Governance of SciLifeLab platforms and facilities"

Platform Director and Vice Platform Director. Each national platform is managed by a Platform Director (PD) and a Vice Platform Director (vPD). The vPD function may not be necessary for smaller platforms. The responsibilities of the PD include to lead the work in the platform management group, to submit the operational plan and to provide feedback report and material requested for evaluations and advisory board meetings. The PD represents the entire platform in meetings, communication with the MG and with the board, as well as in external communication and marketing. The Facility Directors within a platform (see below), nominate PD and vPD candidates to the SciLifeLab Management, which in turn selects candidates to be approved by the SciLifeLab National Board. The PD communicates with the Platform Advisory Board on strategic and operational issues on a regular basis. The PD reports to the SciLifeLab Infrastructure Director and the vPD reports to the PD. The PD is appointed on a 2+2 year basis in conjunction with the international evaluation.

Facility Director and Head of Facility. Each facility is managed by a Facility Director (FD) and a Head of Facility (HF). The FD is responsible for the scientific leadership of the platform, while the HF is responsible for the everyday operation of the facility and leads the facility personnel. The HF reports to the FD who in turn reports to the PD. The FD is appointed by the SciLifeLab management. The HF is appointed by the FD. The FD is appointed on a 2+2 year basis in conjunction with the international evaluation.

Platform management. The PD and the FDs constitute the management of the platform. FDs have the right to invite FHs to the meetings. The platform management group has the overall responsibility for the strategic and scientific development of the platform. The management of the platform ensures that facilities within the platform meet the facility criteria. It is also responsible for the coordination of:

- project applications and prioritization models
- operational plans, budget, including user fees and full cost models
- annual report preparation
- courses, training and communication.
- technology development including budget and reporting
- data management and open access (with the Data office).

Platform Advisory Board. All national platforms will have a Platform Advisory Board (PAB) to advice on operational issues (service, project prioritization, advice on scientific development and strategic issues). Most importantly, the

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PAB ensures that services are provided on equal terms to all applicants within each of the different user groups (Swedish universities, healthcare and industry). For platforms/facilities receiving infrastructure funding from the Swedish Research Council (VR), the VR-appointed steering board may not (unless otherwise stated) assume responsibility for the SciLifeLab-funded activities. PAB members are nominated by the platform management and approved by the SciLifeLab management. The PAB generally includes 3 -7 members dependent on the size of the platform. Members should have relevant competence profiles, and be equally distributed with regard to gender and geography. The PAB should include members who represent platform users. The PAB reports on strategic long-term issues to the Infrastructure Director/MG.

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Appendix B. Decided budget for facilities 2017-2018

The funding for the facilities is decided for 2 years, except for the facilities where there is no figure stated for 2018. The latter facilities get a one-year conditional support; discussions about future conditions will be held with the SciLifeLab management during 2017.

Platform 2017-2018	Facility	2016	2017	2018
Bioinformatics	WABI	2 800	2 800	
	BILS	7 300	6 500	
	UPPNEX	2 800	2 800	
	Big data Bioinformatics (SU)	2 000	2 000	
	Big data Bioinformatics (Chalmers)	2 000	2 000	
	Systems Biology (Chalmers)	2 000	2 000	
Genomics	Genomics Stockholm	26 500	23 900	
	Genomics Uppsala I (Medvet)	14 581	13 100	
	Genomics Uppsala II (IGP)	10 600	9 500	
	Ancient DNA	0	1 000	2 000
Proteomics	Autoimmunity profiling	1 800	2 100	2 400
	PLA Proteomics	1 600	2 400	2 800
	Proteogenomics	0	1 680	2 400
	Chemical Proteomics	0	1 120	1 600
	Plasma profiling	3 200	3 200	3 200
Metabolomics	Swedish Metabolomics center (SLU)	3 000	3 000	3 000
	Swedish NMR Centre (Göteborg)	3 000	3 000	3 000
Molecular and cellular imaging	Biomage informatics (BIIF)	0	1 750	2 500
	Advanced Light Microscopy	3 200	3 200	3 400
	High throughput microscopy	4 000	3 200	3 000
	Cryo-EM	4 000	4 000	4 500
	Cryo-ET (Umeå)	4 000	4 000	4 000
	Protein Science Facility (PSF)	3 000	2 400	
Single cell	Eukaryotic Single Cell Genomics	4 000	5 000	6 000
	Microbial Single Cell Genomics	1 332	2 000	2 200
	Mass Cytometry	4 000	4 000	4 000
	Mass Cytometry (Linköping)	2 000	2 000	2 000
	Single Cell Proteomics	500	1 000	1 000
Chemical and genome biology	Chemical Biology Umeå	1 850	1 850	1 850
	Chemical Biology Stockholm	3 150	3 150	3 150
	High throughput genome engineering	0	2 800	2 800
	Gene targeting (Crisper-Cas9) in zebrafish	0	1 680	2 400
Clinical genomics	Clinical genomics Stockholm	4 100	4 500	5 000
	Clinical genomics Uppsala	1 900	2 700	2 700
	Clinical genomics Göteborg	2 000	2 200	2 200
	Clinical genomics Lund	2 000	2 200	2 200
	Clinical Biomarkers (phase over to industry)	500	500	
Drug Discovery and Development	ADME (UDOPP)	0	1 000	1 000
Phase over	Karolinska High Throughput Center	3 600	800	0
Phase over	UDOPP	1 000	0	0
Phase out	Tissue Profiling	1 900	1 216	608
Phase out	Fluorescence Tissue Profiling	2 500	1 200	600
Phase out	Fluorescence Correlation Spectroscopy	1 600	1 280	640
Total (kSEK)		139 313	141 726	78 148

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Appendix C. Decided budget for center operations, coordination and support.

No	kSEK	Total	National External	DDD External	National Stockholm	National Uppsala	DDD Stockholm	DDD Uppsala
MANAGEMENT								
1	Management group	6 510	0	0	4 120	1 088	1 030	272
2	Node management	2 829	0	0	520	376	130	0
3	Management of operations and support	3 060	0	0	1 056	564	264	141
4	Directors research grant	5 000	0	0	5 000	0	0	0
5	Co-Director research grant	1 200	0	0	0	1 200	0	0
SUPPORT FUNCTIONS								
6	Management of operations and support - administration	2 432	0	0	1 624	256	406	64
7	Economy	2 094	0	0	800	0	200	0
8	Communications	4 291	0	0	2 040	1 052	510	263
9	Reporting	982	0	0	256	534	64	34
10	Event and university network support	3 567	0	0	1 480	567	370	34
11	Campus Solna and Navet: support functions	16 577	0	0	0	0	0	0
CENTER INFRASTRUCTURE								
12	Data office	3 500	0	0	0	3 500	0	0
13	Center premises	12 061	0	0	6 600	600	1 650	0
14	Center IT infrastructure	4 400	0	0	3 520	0	880	0
15	Campus Solna and Navet: investments	9 267	0	0	2 320	0	580	0
COLLABORATIONS/EXTERNAL RELATIONS								
16	Collaboration and utilization	1 780	0	0	1 440	20	320	0
17	Science for schools	160	0	0	0	20	0	0
18	Road shows / Outreach days	160	0	0	64	64	16	16
19	Facility Forum	500	0	0	400	0	100	0
20	Open House and similar events	120	0	0	80	0	0	0
21	External evaluation of facilities	1 410	0	0	800	330	200	80
EDUCATION								
22	Bioinformatics courses	1 713	0	0	660	1 053	0	0
23	Courses and educational activities	589	0	0	445	20	100	0
RESEARCH								
24	SciLifeLab National Fellows	3 000	3 000	0	0	0	0	0
25	Strategic recruitments and SciLifeLab Fellows programs	73 790	0	0	290	100	0	0
26	SciLifeLab Prize	675	0	0	272	268	68	67
27	Research networks, conferences and events	4 365	0	0	1 344	630	281	115
28	Funding to research groups	21 660	0	0	0	0	0	0

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Appendix D. Decided support for one-time costs.

1. The genomics platform has received funding for HiSeq XTen equipment from KAW. The instruments were bought during 2014 and 2015. However, the donation letter from KAW was issued earlier and the currency rate of the US dollar increased dramatically during this period of time. The cost for the instruments was therefore at the end much higher than what was covered by the KAW grant. KAW did not accept responsibility for the currency fluctuations. The increased costs can be covered by unallocated and unused funding from earlier years. The sum is in total 11 120 507 SEK (Stockholm 6 094 674 SEK and Uppsala 5 025 833 SEK).

2. Data storage and analysis is a challenge for SciLifeLab and several actions have been taken in order to deal with it. Short-term, there is a need for funding for Uppmax in order to help SciLifeLab with a backup solution as well as personnel handling the systems Milou and Pica. The need is temporary and only for 2017 and the total sum is 1 MSEK (0.5 MSEK for hardware and 0.5 MSEK for personnel).