

Blizard Executive Board (BEB)

Monday 17 April at 10am, Large Cloud

MINUTES

Present:

David Kelsell (DK) – Chair on MC’s behalf	Inderjeet Dokal (ID)	Kristin Braun (KB)
Natalie McCloskey (NM)	Adina Michael-Titus (AMT)	Nawaz Ahmed (NA)
Rachael Parker (RP)	Andy Stagg (AS) on DP’s behalf	Will Alazawi (WA)
Claire Cox (CC)		Carlos De Oliveira (CDO)
Tania Maffucci (TM)		

In attendance:

Part 1: Preliminary items
1. Apologies for absence: Mary Collins (MC), Dan Pennington (DP)
2. Minutes from last BEB meeting held on 20 March: approved
3. Matters arising: none
Part 2: Agenda items
Part 3: Standing items
4. Report from Centre Leads: <ul style="list-style-type: none"> ❖ Centre for Cell Biology and Cutaneous Research: nothing to report ❖ Centre for Genomics and Child Health: nothing to report ❖ Centre for Immunobiology: nothing to report ❖ Centre for Neuroscience, Surgery and Trauma: AMT reported the long delays from IT to provide help with laptops and software and she asked for the line to escalate issues. RP asked to be sent any pending requests for her to escalate. ❖ Centre of the Cell (CoC): as per report circulated ahead of meeting: <ul style="list-style-type: none"> • STEMPod refurbishment: commissioning will start 24 April and should be finished by 28 April. By that time, all interactives should be functioning and film, sound, lighting correctly scheduled. In May training of CoC staff and then free sessions to QMUL staff and their families will be offered, especially people who helped with the refurbishment

project. CoC hope to allow school and public bookings from June 2023 and will start a marketing campaign once commissioning week is successfully completed.

- **Projection Mapping Project:** further funding from LifeArc has been obtained for STEMPod. From May – September 2023 CoC will be working with Clay Interactive Ltd on a Projection Mapping installation for the central nucleus of STEMPod. This will be a unique animated component of the show and will be used when the nucleus is closed, probably as ‘wall paper’ as visitors enter and leave. However, it will also have its own ‘moment’ probably before the start of the second session of the games. The Projection Mapping will be premiered in Autumn 2023, but the specialised projectors will be installed during April as the other works are being completed.
- **Content developer:** Freddy Green started on 11 April and will first work on activities relating to skin, with Prof Edel O’Toole’s group and the nervous system/neurological disease funded by LifeArc.
- **Neuron Pod dendrites:** the fibre optics may be turned off some evenings due to the control panels being faulty and emitting a distracting noise. CoC is working with Estates and the contractors who installed them to find a solution.

5. **Report from Director of Education**

- The new recruited Education administrator for Clinical Sciences will start in post on 15 May.
- Student admissions data: overall Blizzard is 14% behind on applications to reach target for 2023. This is a positive result as increase from 21% behind last month.

6. **SWARM and BEAM**

- Nothing to report.

7. **Report from Director of Research**

- Monthly grant report: grants application rate has increased. WA asked Centre leads to keep encouraging staff to apply for grants. DK asked for the current quality research output and WA suggested for papers that come out of grants to be discussed in near future.
- Applications recently awarded are the following: £3.06M from NIHR (Prof Xavier Griffin), £1.05M from MRC (Prof Andrew Prendergast) and £1.2M from NIHR (Prof Klaus Schmierer, pending upload to Worktribe).
- DK reported no access to Research Fish site. CDO to find out what is needed for Centre leads to have access.
- Publications: NM to find out from VJ how to import report from Elements to EndNote.
- CDO reported 78 applications are waiting for a decision for a value of £42.5M.
- The inaugural Research and Innovation Awards 2023 are now open for nominations with a deadline of Monday 1 May 2023 at 9am. A reminder to all staff will be sent by CDO after BEB. Prof Cleo Bishop is populating spreadsheet with candidates for CB&CR.
- NIHR Research Professorship and Global Research Professorship call 2023/24 call is not yet opened but it is anticipated that the guidelines will be similar to the previous year. It will open in October and December will probably be deadline for expressions of interest for submissions on 22 April 2023. CDO circulated a reminder yesterday.
- Marie Curie deadline for submissions is September 2023. JRMO is centralising all expressions of interest. FMD asked for research topics which will be advertised by Centre in the EU portal EURAXESS and give visibility to the Blizzard Institute to attract applicants from overseas.

8. **Barts Charity bids**

- Nothing to report since last meeting held few weeks ago.

9. **Report from Principal Laboratory Manager**

- Staff have been recently reminded about Estates and Facilities significant infrastructure work (electrical shutdown) scheduled to take place on weekend starting Fri 28 April at 12pm. Only people that NEED to come in on Friday morning before 10am should come in and everyone else should stay away that day. Access to all Blizzard building laboratory areas from this date and time will be strictly out of bounds for Health and Safety reasons. The Blizzard laboratory management team will be onsite for the duration of this work to ensure that essential equipment is not affected. The courtyard between the Abernethy and the QMB building will be closed for deliveries from Wed 26th April to allow for the accommodation of two generators and fuel tanks, plus boxes of cables etc. Staff are asked to contact any companies and ask that no deliveries take place between Wed 26 to Fri 28 April. There will be no vehicular access into the courtyard on those days. Pedestrian access and emergency egress routes will be maintained at all times. The bike racks will still be accessible.
- Tissue Culture: scaffolding and crash decks will be placed in the southwest corridor of the building to ensure safety to building users while Estates fix the glass panels above to eliminate water leaking. No update received yet from Estates regarding RO water pipes but it is confirmed that the major leaks come from the glass walkway.

10. **Report from EDI representative**

- TM attended the most recent CBCR seminar and also the Genomics & Child Health Centre monthly meeting to present the anti-bullying and harassment plan (and other EDI initiatives). She will also deliver it at the Blizzard Staff Open Meeting taking place this afternoon. David Bell circulated information and video of the recent training on sexual assault and harassment to all staff last week.
- Forum for SBBs students: attendance dropped in the last two sessions possibly due to exam period coming up and dissertations. Forum activity will resume in September. Similar forum for Master/PhD students is being organised now.
- Let's learn together. A conversation on ...' monthly initiative: first session on International Women Day had very low attendance but it will be repeated.
- New Ways of Working (NWOW): some mental health concerns expressed and will discuss with MC.

11. **Institute monthly finance report**

- Same as last month.
- Equipment: NM has received no reply from Dr Rob Bennett or Richard Stenning (FMD Finance) so she will chase a response. NM confirmed to CC that she is allowed to purchase autoclave and oxygen monitors for Class III facilities.

12. **Blizzard Environment**

- NWOW will be discussed at the Blizzard Staff Open Meeting this afternoon.

13. **Risk register - reviewed quarterly (Jan, March, Jun, Sep, Dec)**

- No comments received from any members regarding March review.

Part 4: Documents for information only (any points for discussion will be on the agenda)14. **Blizzard Honorary/Visiting applications**

- Honorary applications below were submitted for approval to BEC in March and BRC in April.
- Applications pending further information will be approved by chair's action.
Standing action: MCB to add MC's signature and to send to HR for letter of appointment to be issued.

<i>Surname, Initial</i>	<i>Role</i>	<i>Centre</i>	<i>Approved/Pending</i>	<i>Outcome after BEB</i>
Drescher,M	Senior Lecturer	NST	approved	
Pearce,A	Clinical Senior Lecturer	NST	approved	
Ryan,S	Research Fellow	CB&CR	pending	
Cerese,A	Lecturer	NST	approved	
Martinez,PP	Clinical Research Assistant/Nurse	NST	approved	
Patrick,M	Research Assistant	G&CH	approved	
Trigante,G	Lecturer	CB&CR	approved	
Yongco,MB	Clinical Research Assistant/Nurse	NST	approved	
Part 5: Other business				
24. Any other business: none				
Date of next BEB meeting: Monday 15 May at 10am, Large Cloud				

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Outstanding action list

Meeting date	Minute Reference	Action	Person Responsible	Deadline	Outcome
17/04/23	Item 14	add MC's signature and to send to HR for letter of appointment to be issued	MCB		complete

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