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Deputy Director

## **SIPRI SENIOR MANAGEMENT TEAM MEETING**

Solna, 6 December 2016

### **MINUTES**

#### Participants

Sibylle Bauer, Stephanie Blenckner, Jakob Hallgren, Maria Kaemmerlé, Neil Melvin and Gary Milante.

#### 1. Minutes approval

- Minutes of the 29 November meeting were approved with minor changes.

#### 2. Matters arising from the Minutes, not otherwise on the agenda

- SMT will consider a concept note template for SIPRI research proposals.
- SMT will meet Friday 9 December to set the 2017 institute budget.

#### 3. Report back

- The individual performance assessments are all but done.
- The salary review process is on track, however communication of the outcome is delayed with one week.
- There are some intra-cluster aspects of the proposal for a third phase of the EU Non-Proliferation Consortium that need to be addressed.
- Sida is tightening up its interpretation of acceptable activities in the Mali project. Contacts are being taken to understand the background and purpose.

#### 4. Agenda for the SMT Half Away Day on 8 December

- It was suggested that the SMT Half Away Day would focus on: a) Institute and cluster research strategies, based on SIPRI's vision and mission; and, b) the SMT's agenda and table of work in the spring of 2017.

#### 5. SIPRI editorial Board

- A document with draft Terms of Reference for the newly established 'SIPRI Editorial Board' was considered for a first reading. The draft was endorsed with the understanding that a final draft would be re-distributed for sign-off by the SMT.

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6. Items carried forward for future agenda

- A SIPRI alumni structure, memo by Gerd Hagmeyer-Gaverus.
- SIPRI values discussion.
- Work phones at SIPRI, memo by Magda.
- Evaluation of performance assessment and salary review process.
- Titles for researchers and 'research administrators' at SIPRI.
- Name for SIPRI's research on Asia.
- ILAC-proposal to share a communications officer.
- Collaboration with NIR (International Council of Swedish Industry).
- Collaboration with Stockholm University Graduate School of International Studies.