

English Version

François Leulier (FL) recalled that:

- The "tous.igfl" mail can be used by all staff to communicate within the institute but not as a debate tool. In the latter case, the "IGFL slack" is available.

- Regarding the feedback from the first meeting of the Gender Equality Committee FL notes that improvements can be made at the IGFL to provide better conditions for breastfeeding women. He announced that some spaces would be rearranged after this summer, in particular with the arrangement of a comfortable and embellished resting room in order to be able to isolate oneself (rest, pumping milk...).

In the meantime, it was recalled that requests could be made to the administration for the possible use of the small meeting room on the ground floor for this purpose (Room n°253).

Violaine pointed out that it is necessary, if you use a rest room, to inform your colleagues/administration/PAs for security reasons and that under no circumstances should this room be used as an infirmary.

As a reminder, the medical service located on the Monod site can also welcome you and provide basic care during the service's opening hours (7.45-16.30).

Places in the micro-crèche (next to the IBCP) are not currently available for ENS staff in accommodation, as they are managed by the employers. However, the ENS concedes that improvements in the working environment need to take place (cf. HCERES doc) and these requests will have to be taken up by the elected representatives

It was mentioned that a crèche existed and was accessible to IGFL staff at the CNRS delegation, but it was not very practical.

1. Vote AP (Assistant de prévention)

The IGFL has 3 PAs: Violaine Tribollet (CNRS), Romain Guyot (CNRS) and Benjamin Gillet (CNRS).

As this is a new mandate, their status must be revalidated. The management of the IGFL has not received any new application and the current PAs as well as the tutelles have expressed their agreement.

The Unit Council proceeded to the consultative vote: 100% of responses were in favour of renewal. The PAs were re-elected.

2. Information point rest room

cf. announcement by FL

3. Information point on ITA interviews

Two interview managers have been appointed for the annual interviews of statutory ITAs: Christelle Forcet-Vauchel and Anne Laurençon. Christelle mentioned that it would be necessary to identify the needs in terms of training and also to disseminate the existing webinars to the staff.

FL insisted on the importance of writing the career file, which should be prepared now:

- corrections are made by the n+1
- the project officers are involved in proofreading and making any corrections
- IGFL direction is in charge to finalise the files.

4. Discussion and action plan on setting up IGFL committees

FL recalled that several committees or WGs have already emerged:

- Living together at the IGFL
- Magasin
- Career Mentoring
- Equipment
- Sustainable Development

a) Equipment Working Group (Jean-Louis Thoumas, Mathilde Combe, Fabienne Rogowsky)

JLT explained the aim and the main lines of this WG:

- Feedback on equipment needs
- Redefinition of the missions of the equipment managers
- Coordination with equipment managers
- Purchase of new equipment
- Definition / anticipation of equipment obsolescence
- Monitoring of maintenance and contracts
- Facilitating the sustainability of information
- Development/use of computer software to centralise information
- Include the dates of validity of prevention plans
- Include regulatory technical checks (VTR) of equipment (fume cupboards, centrifuges,)
- Possibility of grouping with the LBMC
- Start with the common equipment and then integrate the teams' equipment
- One representative / team
- Other people outside the CU
- Contact with Séverine Vincent who is updating the list of responsibilities

FL mentioned that this WG has the task of establishing a history of equipment as well as proposing new purchases:

- For large cross-cutting equipment: substantial funding can be provided by the IGFL. After consultation with the Council of Team Leaders and the CU, the decision rests with the management.
- For bench equipment, centralisation and anticipation of needs as well as in case of purchasing small equipment.

b) Sustainable Development and Ecological Transition WG (Mathilde Combe, Mathilde Paris, Camille Guillermin, Juliette Mendès and Christelle Forcet-Vauchel)

Mathilde Paris presented the main points:

Two main axes:

- Information/awareness: on the effects of digital technology, on the impact of our research activities on the environment and on how to envisage an ecological transition

for example. This could be presented in the form of seminars and/or testimonies and/or discussions.

- To propose and implement concrete actions: actions for example concerning waste management (e.g. plastics) and digital resource management. To be implemented in consultation with the Direction du Patrimoine et des Moyens Généraux (DPMG) of the ENS for the sorting of waste in order to access the specifications (in particular an ongoing request with the sorting of domestic glasses).

Mathilde P. called for volunteers.

It was recalled that this is also an area that the ENS would like to develop, so there is a possibility of working together with other laboratories.

c) WG Vivre Ensemble à l'IGFL (Sonia Célard, Cherif Kabir and Benjamin Gillet)

Discussion on "punishment versus reward", a wide-ranging debate which requires a strong mobilisation of IGFL staff in order to bring out new ideas, methods and resources.

Everyone is legitimate within the institute to disseminate and remind, when necessary, the rules of good manners.

d) WG Store (Violaine Tribollet)

The objective is to increase exchanges between shop users and the "store structure" (Benjamin and Michel).

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It is proposed to identify a shop correspondent per team or platform to discuss the needs of the services (new references, product quality, etc.)

e) Career/Mentoring WG (Karine Gauthier, Alain Garcès, Frédéric Marmigère and Filipe De Vadder)

No very detailed functional structure yet, but already in place for future Masters.

It is proposed to include "Training".

Camille informed the CU that the Doc/PostDoc college is proposing seminars (internal/external guests) on the theme of career development which could also fit in well with this WG.

Benjamin also reminded the meeting that there was already a list of people who could support ITAs for competitions and/or preparation of dossiers and that it would be useful to facilitate access to it.

f) Proposal from the "Training" WG (Séverine Vincent (training correspondent), Sandrine Hughes)

General idea: to set up training courses that could be of interest to several people within the institute, with several levels (intra-IGFL but inter-team, for example, by the supervisory bodies or by local IGFL staff).

Objectives:

- Identify, centralise and propose training courses

- To reflect on new approaches
 - Anticipate joint and intra-team training
 - Opening up within the UMR / interaction with the CAN, LBMC, etc...
- A first meeting will be organised in mid-May to discuss this with anyone interested.
FL agreed on the principle.

g) Proposal for an "International Welcome" WG

To be coordinated with Abdou, International-Europe Innovation correspondent within the institute, and in charge of developing the international collaboration network.

The ENS has identified shortcomings concerning the reception of international students, so the discussion is open. It should be noted that the Ulys space (<https://espace-ulyss.universite-lyon.fr/>) will soon close due to the end of the Idex.

Fabienne is part of an administrative group running a workshop on the reception of internationals in Lyon and offered to take part in this WG.

h) Proposal for an "Olympiad" WG (Renata Matos, Alain Garcès, Cathy Ramos)

Missions: to bring together for one day post-doctoral researchers in a spirit of healthy competition from the ENS site (initially) in order to boost the scientific life of the site while awarding a prize to the "best" post-doc, enabling him/her to finance a specific part of his/her work.

Actions: setting up of the administrative logistics and search for funding, organisation and participation in the said day, selection of postdocs, creation of the jury (?) ...

The procedure for these WGs is as follows

- 1) Mobilisation: call on all IGFL staff to join and support these WGs. Make yourself known to the members already involved.
- 2) Drafting of a detailed written plan
- 3) Discussion in the Unit Council
- 4) Validation by the CdU
- 5) Communication point
- 6) Implementation

5. Communication point (Christelle)

Christelle is the institute's communication correspondent and is in contact with the communication managers of each of the supervisory bodies.

What can be promoted by the supervisory bodies and/or on the IGFL website:

- P: Publications
- E: Events
- P: Scientific prize
- I : Innovation
- T: Laboratory technologies
- E: Teaching

- a) Updating of the website

The homepage and the organisation of the website are being updated in accordance with the ENS graphic charter and with the help of the webmaster, Vutheany Loch, and the webdesigner, Guillaume Roussel, of the ENS.

The mock-up was presented to the Board of Team Leaders and the CU.

b) Reorganisation of the Intranet

Access to telephone numbers > limited to the intranet only

The "administrative" page will be completely redesigned to be more intuitive and allow everyone to find useful information more quickly. Documents will be updated as they become available.

c) Setting up a portrait gallery

one interviewer / one interviewee with infinite mixtures

d) Setting up alumni

Follow-up of former members of the teams and of the IGFL

e) Setting up of video supports

Youtube channel to be developed and/or associated with the ENS channel and creation of video events.

REMINDER: use igfl.com@ens-lyon.fr for all communication (website, facebook, twitter)

6. Covid Point

- Displays on the outdoor tables have been put in place
- Two outdoor tables with seats, ordered by the ENS, will be delivered in mid-April. One of these tables will be located on the grassy area at the level of the IGFL car park to complement the two already in place; the second will be positioned on the R+2 terrace.)

REMINDER: no external people in the IGFL grounds during meals

7. Other questions

IGFL 2022?

FL leaves it until June to decide whether to hold an IGFL 2022 seminar for the 10th anniversary of the institute.

Optimistically, this meeting could take place in the autumn of 2022 with a WG that could meet as early as this summer if the lights are green.