



**PhD Chapter at THS | Doktorandsektionen vid THS
Board 2026/2027**

Minutes for Board Meeting #01

Place: [Zoom](#); MSE, Brinellvägen 23, Stockholm

Date: 2026-08-06

Time: 15.00

Invitees: Board Members, Auditor

Attendees:

Valentina, Adrian, Kaung, Ulysse, Henrik

Mohammad Abuasbeh (will be our auditor for 2026/2027).

Formalities: [5 min – 10 min]

1. Election of Meeting Chairperson (**Kaung**), Secretary (**Henrik**) and Minute Checker (**Ulysse**).
2. Approval of Agenda.
3. Eventual matters related to formalities.

Board Reports / Informs: [20 min]

4. Introduction rounds
5. Chairperson: Slack, Usage of functional emails, Google Drive, Board Reports, Events on calendar, Canva
Kaung will check on the Google Calendar access (if we all can add things to it).

No reports from KTH committees as they did not reunite during the month of July.

Discussions: [60 min – 90 min]

6. Chairperson: Board goals
 - a. Freedom to take initiatives
 - b. Recruitment
7. Chairperson: Position Responsibilities, Questions, and Meetings
There might be meetings when Kaung has or should attend with you. In that case, inform Kaung about it on Slack since he might forget something.

PhD Chapter meeting tentative dates: aim for late September and late November or early December. For the winter Chapter meeting, consider having it late enough so that all school councils have had time to elect their new members.

8. Chairperson: Operational plan discussions.
 - a. Review of last year's operational plan
 - b. Topics?
 - i. Migration Support
 - ii. PhD Chapter Finance Revamp
 - iii. Departmental Duties Workgroup
 - iv. Supervisor Review
 - v. Continuation of P-Hired and professional development

Please try to come up with some topics, we will discuss them again and will vote on which topics we want to work on throughout the year. Things change but the idea is to continue some initiatives from last year and bring new ones in.

9. Chairperson: Committees and work groups distribution, and Kårfullmäktige (deadline-21st August)

Further discussion on Kårfullmäktige during the next chapter meeting, since it remains vacant. It happens on Saturdays once a month and we have 4 permanent member positions and 2 supplement member positions. It is a procedure to swap out people. We cannot re-register people, but people outside of the board can sign up for any of the positions (permanent or supplementary). The supplementary positions cannot vote though, and serve the role of giving input and steering the discussions. The meetings are in Swedish but if in need you will get another THS member as translator.

10. Chairperson: Time compensation guidelines and procedure

The deadline for the prognosis is by the end of August (the strict deadline Kaung mentioned in the email is only for the school councils).

Before attending your first meeting in a committee, it is good to read a little about the work being done in the committee, for example in the handover document, the official KTH Intranet webpage of it and the material left by your predecessor on Google Drive.

11. Chairperson: Frequency of board meetings and dates for the next board and chapter meetings.

- a. Meeting Responsibilities and Locations

Wednesday evenings from 15:00-17:00. IRL - online - IRL format.

12. Chairperson: Group/individual Photos, Jackets and Shirts new members

Email your desired size of your PhD Board jackets to Ivo (he ordered them to begin with and knows where they are stored). We might have to do more ordering for L and XL :)

Ulysse wants us to take pictures during events to help improve transparency about what we do (other PhD students can get a glimpse into what we are doing through social media). Considers to have an organization LinkedIn representing the board (different from PhireD).

13. Council Coordinator: Continuation of councils@dr.kth.se

A lot of emails are coming in and the council coordinator cannot keep up with the emails, making this mailbox lose its purpose. People seem to often cc this email and in some cases it gets a cc even though being put as cc by the email sender. We should remove unnecessary duplications sent to this mailbox (done for ITM and SCI councils).

14. Highlights for the 2026-2027

- a. Dinner with Flygsektionen x2
- b. Board Team Building x2**
- c. Gasque 2026?**
- d. P-hired 2027
- e. Ski Trip in 2027
- f. Leadership Retreat 2027

If time over :

15. Early Career Researcher Science Diplomacy Lunch

16. PhD Education in Age of AI

17. Slack vs. Other Free Communication Channels

Decisions: [10 min]

Approved per capsulam decisions: