



Board Meeting n.10 – May 23th 2017 Minutes

PhD Chapter at KTH

Place: Conference room, B building
Time: Tuesday, May 23th 2017, 16:00-18:00
Dinner provided by: Abdullah
Minutes provided by: Taj
Minutes checked by: Milan

1. Opening formalities (16.00-16.28)

- a. Meeting opening at 16:24
- b. Attendees
 - i. Invited: Abdou, Abdullah, Afzal, Andrea, Bahram, Daniele, Linn, Maria Milan, Omar, Taj, Tomas
 - ii. Notified absence: Tomas, Daniele, Maria, Omar, Abdou, Afzal
 - iii. Present: Linn, Andrea, Taj, Abdallah, Milan
- c. Choice of chairperson, secretary and person to check the minutes: Andrea, Taj, Milan, respectively
- d. Latest protocol checking and signing: Presented to the board and signed, achieved. Andrea will scan and upload to the website.

2. Discussion points (16.30-16.45)

- a. Paid promotion on Facebook
 - Milan questioned whether paying for Facebook promotion is effective and ethical.
 - Linn stated that there is budget for communication. Taj argued that Facebook advertisements or online advertisement should be treated as any other type of advertisement and therefore should be approved as the others are also approved.
 - Andrea suggested that communication manager should manage the advertisement on Facebook from now on, having previous discussion in mind.

3. Reports & updates (16.45-17.15)

- a. The PhD Chapter Board
 - i. Presidium – Andrea & Milan
 - Update on communication channels
 - ii. Treasurer – Linn
 - Linn stated that there is budget for end of year event / team building of SEK 4000 left. Milan suggested that a meeting can be

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- made with the new board with this money and have knowledge transfer. Andrea added that a board meeting in June may be held with the new board for that matter. No firm agreement was achieved on which type of event to organize nor when.
- iii. Representations (FR,UU,FA,US, etc.) – All
 - Not discussed.
 - iv. Updates of the school merging – Taj
 - Taj cannot attend the meeting where the ICT-EES-CSC schools will be proposed.
 - Taj will check with THS reference group about the merging for CHE-BIO-STH and overhaul of ECE.
 - Taj will ask if the PhD board can get a copy of the proposal.
 - v. Feedback on past events/initiatives – All
 - Boot camp
 - Milan was satisfied with the presenters.
 - Milan was not very satisfied with number of participants (18 – including presenters).
 - Linn: Feedbacks gathered (by Taras) were positive.
 - Andrea: Time period might be difficult compared to September.
 - Andrea and Milan: Write about Boot Camp in online group on KTH social.

4. Development of Current Events/Initiatives (17.15-17.40)

- a. Next board meeting
- b. Summer chapter meeting
 - Andrea will call for the meeting by the end of May, mention about vacant positions, and possibly publish amendments to statutes.
 - Linn will communicate with Omar regarding BBQ.
 - Abdallah volunteered for arranging a list of attendees for chapter meetings.
- c. Nomination & Election of the new board
 - Andrea suggested to elect auditors for at least 1 and half year.
 - KTH social is still lacking documents. Board members are advised to document more.

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- Andrea advertised for few posts: graphics and event manager.
- Graphics and event manager posts can be opened for all.
- Andrea will post for klubbmästare, 2 auditors and deputy auditor.

5. Additional issues and information (17.40-18.24)

a. Anything more?

- Andrea clarified that the fiscal year of PHD Chapter is July to Jun, which is different from Skatteverket that requires declaration of taxes from January to December of the same year. Andrea suggested that the board has to declare taxes anyway at the end of December.
- Andrea found a Dropbox for past PhD Chapter board. Subsequently he will migrate the files for next board.
- Andrea made a draft for a new statute. Andrea explained that the changes were mainly pertinent to the structure of the statutes.
- Andrea showed that the number of applicants to the KF were 'one'. Only one candidate was voted for.
- Andrea suggested that some budget can be dedicated for PhD councils. EES PhD School asked for it and their proposal is approved to be shown as an example.
- Andrea showed a template for time compensation per semester to be use for next board.
- End of year activity will be discussed on KTH Social.

6. Meeting closed

Meeting closed at 18:24

Chairperson: Andrea de Giorgio _____

Secretary: Mohamed Tagelsir Mohamed Elhussein _____

Minutes approved by: Milan Jucevski _____

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