

Board Meeting n.2 – October 30th 2017

Minutes



PhD Chapter at NTH

Place: Auditorium Albert Danielsson 643, Lindstedtsvägen 30

Time: Monday, October 30th 2017, 16:30-18:30

Coffee will be served.

Minutes provided by: Tage Mohammadat

Minutes checked by: Cong Wang

1. Opening formalities (16.44-16.45)

- a. Meeting opening
- b. Attendees
 - i. Invited: Abdullah - Afzal - Andrea - Antonio - Bahram - Cong - Elena - Fareed - Milan - Tage - Elisabet (THS)
 - ii. Present at the room: Abdullah - Andrea - Cong - Milan - Tage - Elisabet (THS) - Elena (joined 17:42)
 - iii. Notified absences: none.
 - iv. On Skype: Afzal and Antonio (joined 17:35)
- c. Choice of chairperson, secretary and person to check the minutes
 - i. Andrea as chairperson, Tage as secretary, Cong to check the minutes.
- d. Previous protocols checking and signing
 - i. Signatures for previous meeting and tips for next protocol signing. Tips including sending minutes right after the meeting to be checked.

2. Discussion and/or decision points

- a. Public relations (Andrea)
 - i. Board members should not use the name of the chapter in (irrelevant) communications that does not represent the board, because that may decrease the image of the board and may reduce our response rate.
- b. Project proposals (Elena, Afzal, Andrea, others)
 - i. Elena: suggested Science slam along with speed dating (one year big and cool event) for PhD students. It would relate with communicating research and science.
 - Proposed to aim around February/March.
 - 1 or 2 per school.
 - Try sponsorship.
 - 5000 SEK of budget.
 - ii. Elena: suggested to be involved with Creative Mornings (once per month event).
 - iii. Andrea:
 - Meetups and soft-meeting/mingles during the empty time gaps in PhD chapter calendar.
 - Suggestion to buy Board games for the PhD chapter at 2000 SEK budget. (Approved)

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- iv. Milan: would like to reply to the email about books related to financing and banking such that it got deposited at the PhD chapter room within the Pub.
- v. Abdullah would like to share some ideas in the next board meeting.
- vi. Elena: suggested to be involved with SSCS for PhD idea box at KTH. Andrea seconded the suggestion as Andrea himself has been trying to get hold on them for a while but efforts did not yield.

3. Reports & updates

- a. Presidium (Andrea & Bahram)
 - i. No meeting has been held
 - ii. Updating from Andrea about inability to meet vice chairperson since 3 weeks ago and now due to sick leave
 - iii. Andrea: Discussion about updates about US for US board organization
 - iv. Andrea emphasized on the need for having active presidium (vice chairperson).
- b. Treasurer (Andrea)
 - i. No active transaction.
 - ii. Need to recruit new treasurer post in the next chapter meeting.
- c. Updates from THS (Elisabet)
 - i. New law for scholarship students:
 - About: making it harder to have PhD students and the employment has to start after 1 year by KTH by Swedish.
 - Cong: Cong expressed that the law should be supported by us (PhD chapter and THS) and we keep an eye on how the law is obeyed by related parties to make sure no exceptions will be made for any category of scholarship programmes in any manner.
- d. Workgroup to propose draft for time compensation (Tage)
 - i. Initial idea was circulated by Tage, but not discussed yet.
 - ii. Abdullah suggested a general standard time compensation per post.
 - iii. Andrea suggested to have a budget and actual incurred time with minimum and maximum budget.
 - iv. Abdullah and Cong asked about time compensation previously and current, Milan, Andrea and Tage gave answers.
- e. PhD Student Council Chairperson meeting (Andrea/Tage)
 - i. No updates.
- f. Communication channels (Andrea)
 - i. Need for new post replacing Tarás by December.
- g. Representations (FR, UU, FA, US, etc.)
 - i. FR is needed to be elected in an extra chapter meeting.

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- ii. Andrea is suggesting to have meetup along with the extra-chapter meeting.
- iii. Elisabet suggested that it would not matter if the extra meeting is done anytime before the end of December. (i.e. the extra chapter meeting and chapter meeting for electing FR post could be the same as long as it is before the end of December).
- iv. Afzal (17:31-17:47): expressed that there is a stressful situation for some PhD students on the 25 Oct at UU meeting. Afzal discussed in details for his case where a supervision change is done against the students' will as a case of discrimination.
- v. Milan suggested that quality assurance of doctoral programme can be raised at FA. Andrea commented on Milan's proposal saying: quality assurance of doctoral programme issue is better discussed at FR.
- h. Feedback on past events/initiatives – All
 - i. Milan: on board meeting organization, Milan will ask the presidium first and then the rest of the board.
 - ii. Rotation for secretary and minute checker.

4. Development of Current Events/Initiatives

- a. Next board meeting
 - i. By Milan. Milan suggested to start with Presidium as the presence of one of them is necessary and then the board.
- b. Seminar with Young Academy of Sweden (Tage)
 - i. As planned.
 - ii. Registration is full.
- c. PhD Chapter Pub (Andrea)
 - i. Kate (Kateryna) is in charge.
- d. KF elections (Andrea)
 - i. Taras is elected as doctoral KF nominating committee member.
 - ii. Election for doctoral candidate KF members will be done after fixing some technical issues.

5. Additional issues or backup time

- a. More issues to discuss?
 - i. Getting the nominating committee to be involved in the recruitment process
 - Andrea and Tage: previously Board was in charge. This may not be at the best of fair process

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- Elisabet: THS chapter traditions depend on the chapter, but it is thought to be better if the nominating committee take charge.
- ii. Web and communication manager and the nominating committee post will expire by December.
- iii. Project and graphics manager have quitted the positions. Perhaps there is a need to have motivated applicants instead.
- b. Cong: working conditions for PhD students should be clear. At some departments, desks and offices are small for some students.
 - i. Milan shared that for scholarship students, they do not have entitlement for office space.
 - ii. Andrea recommended that Cong work on defining minimum working conditions for PhD students.
- c. Afzal: suggesting a seminar for legal issues for PhD chapter.
- d. Elena: asked if we could use web services (e.g. FAQ and publishing about effective solutions and instructions) that categorise and analyse cases in a more general way as working with individual cases is more difficult. Andrea and Elisabet replied on basis of some practical financial limitation.
- e. Elena suggested to have a survey (e.g. 5 questions) about PhD education experience. Andrea suggested Cong can work with Elena about the survey. Abdullah and Elisabet will be helping out on Data interpretation.
- f. Cong discussed about a case where he required an employment certificate but he couldn't find support. Andrea suggested we could have it as an item of the survey.

6. Meeting closed at 18:32

Protocol,

Meeting chairperson: Andrea de Giorgio

Signature: _____

Meeting secretary: Tage Mohammadat

Signature: _____

Minutes checked by: Cong Wang

Signature: _____