



Board Meeting n.7 – April 17th 2018

Minutes

PhD Chapter at KTH

Place: XPRES Glass Meeting Room at Brinellvägen 68
Time: Tuesday, April 17th 2018, 15:30-17:00
Minutes provided by: Antonio
Minutes checked by: Afzal

1. Opening formalities (16:05 to 16:10)

- a. Meeting opening
- b. Attendees
 - i. Present: - Afzal - Andrea - Antonio - Cong - Elena - Milan - Elisabet (THS).
Zhaoxuan joins 16:30.
 - ii. Notified absences: Robin - Tage - Abdullah - Fareed.
 - iii. Joining on Skype: None.
- c. Andrea was chosen as chairperson, Antonio was chosen to write the minutes and Afzal was chosen to check the minutes.
- d. Previous protocols checking and signing
 - i. Minutes for meeting n.6 are now signed by Andrea, Antonio and Milan.
 - ii. Minutes for meeting n.5 are now signed by Andrea, Elena and Zhaoxuan.

2. Discussion and/or decision points (16:10 to 16:55)

- a. PhD Chapter elections – Andrea
 - i. Andrea proposes to open the nominations for next board early.
 - ii. Andrea proposes to present the candidates during a Chapter meet up.
 - iii. Elena proposes to ask the candidates to shot presentation videos.
 - iv. Afzal will propose questions to ask the candidates.
- b. Handover to the new Board – All
 - i. Date for Board dinner in June – The Board chooses Monday, June 4th, 18:00.
 - ii. Date for the meeting for the handover to the new board - The Board chooses Monday, June 11th 16:00 to 18:00.
- c. Date for the Slam Competition - Moved from the 31st of May to the 13th of June
- d. Static and dynamic version of testaments – All can follow Robin's template and write for their own representation because it has good hints.
- e. FAQ for PhD students – Andrea
- f. Free Sport Week 2018 Badminton responsible – Andrea
 - i. The week is not advertised on Facebook yet. We need some kind of advertisement over Facebook.
 - ii. For badminton, we need to book the court, and there needs to be a responsible from the PhD chapter board to handle the bookings when there are students who want to play. We decide not to have Badminton



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during the Sport Week because no one from the board showed interest to participate in this activity.

3. Reports & updates (16:55 to 17:00)

- a. Presidium – Andrea & Abdullah
 - i. Councils' Chairpersons meeting preparations – Andrea
 - Andrea will make the slides.
 - Cong will join the meeting.
- b. Treasurer – Zhaoxuan
 - i. Nothing to report.
- c. Updates from THS - Elisabet
 - i. The work to reform PhD courses has just started and Afzal is part of the working Group.
- d. Representations (FR, UU, FA, US, etc.)
 - i. Postponed to next Board Meeting
- e. Past and future events/initiatives
 - i. VR – Elena: Details discussed, 24 people submitted
 - ii. Meet-up Body Language - Andrea: Details discussed.

4. Additional issues or backup time (17:00 to 17:01)

- a. Next Board meeting
 - i. The Board decides for Monday, May 21st, 16:00-18:00.

5. Meeting closed 17:00

Chairperson: Andrea de Giorgio _____

Secretary: Antonio Adaldo _____

Minutes approved by: Muhammad Afzal _____