



BACKGROUND

PhD students at KTH can be representatives at THS, KTH, and other posts on the country level such as trade unions and the Sweden's student unions. Such representations are also referred to as commission of trust posts and can be time compensated according to KTH policy (Dnr. V-2016-0451, see annex I). Representations within the schools are delegated to the PhD councils. This document gives a general note about representation and lists the main representation posts including current vacancies.

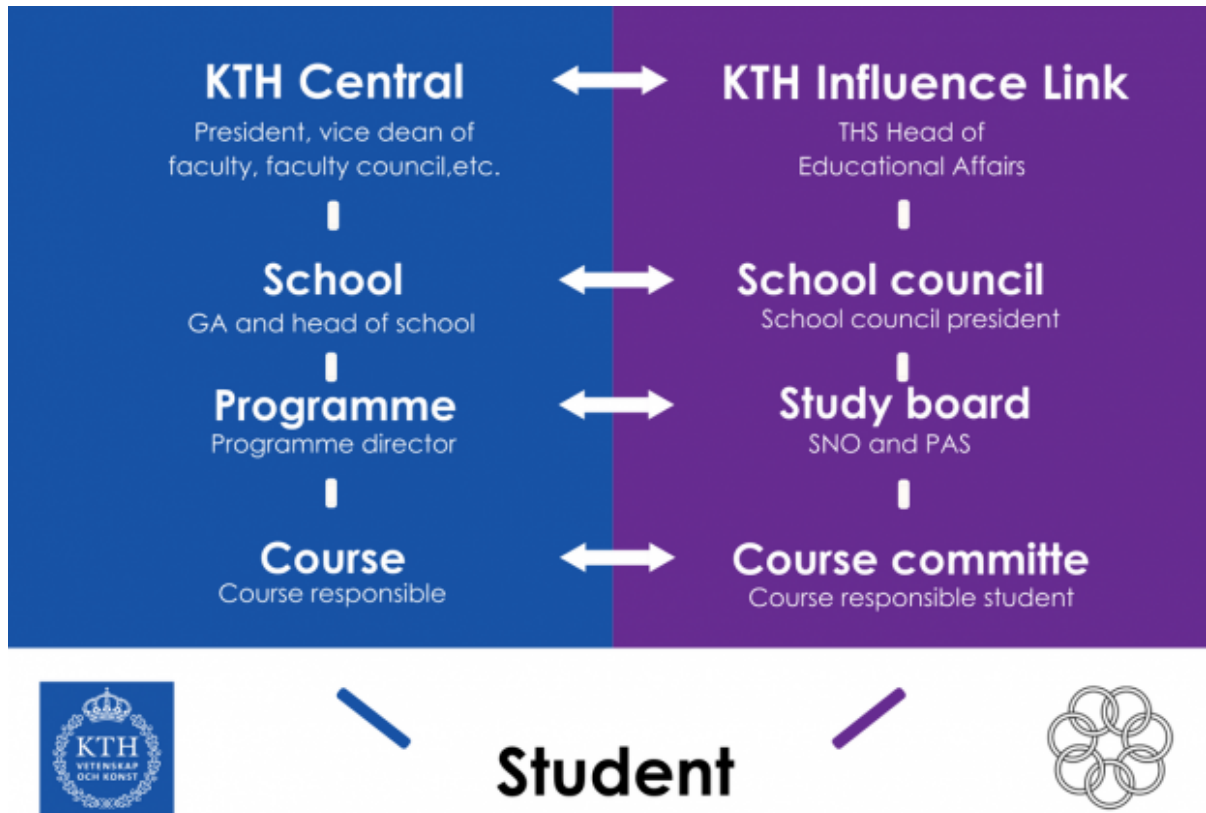
GENERAL NOTE

As a representative, you are exercising the Swedish law with regards to students influence whenever decisions are prepared or made that affect education "Studenters rätt att utöva inflytande (kap 1, 4a§) och rätt till representation när beslut fattas eller beredning sker (kap 2, 7§)" Lag (2000:260). By being a representative, you work together with the rest of the board to address issues and strategic changes for the PhD students in general.

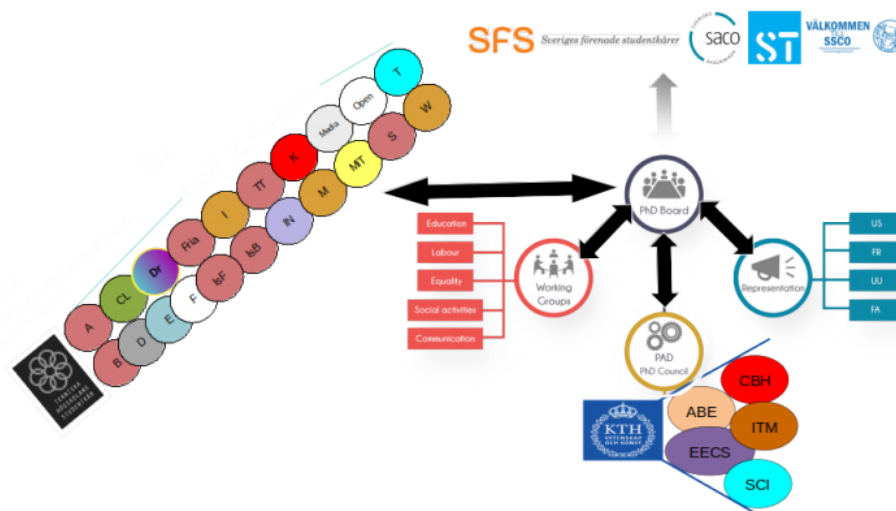
As a representative, it is your responsibility to inform the board or THS central about the representative tasks assumed by you. It is also your responsibility to raise topics that either you or the board or THS has decided would improve the educational experience of the students at KTH. The chapter expects that the person on this position makes sure that the decisions related to PhD students that are made both in the board and in the committee have the best possible outcome for the PhD students. The person on this position answers ultimately to the chapter. Thus, it is crucial not to have your own agendas that might not go along with the best possible outcome for the rest of the PhD students.

Why is it important to organise representations?

1. Legitimacy: PhD representation is part of the bigger picture of students' right to exercise their influence grounded by the Swedish law whenever decisions are prepared or made within the university that affect education "Studenters rätt att utöva inflytande över utbildningen vid högskolorna" (kap 1, 4a§, Högskolelag (1992:1434)) och "finns det en bestämmelse om studenternas rätt till representation när beslut fattas eller beredning sker" (kap 2, 7§, Högskoleförordning (1993:100)). As per KTH guideline on student influence such a right to appoint representatives is bestowed to the student union (THS). THS delegates such decisions to the PhD chapter and specifically its board; hence the reason why we're contacting you. Having an organised and legitimate representation, helps us help you get your due time, see Dnr930-2005-0345.



2. Synergies and effectiveness: In order for PhD student influence to work, we need to be communicative in a structured way. This enables us to help each other whenever needed; exchange experiences and knowledge; lobbying effectively to address our issues by solidifying them, raising them at the right forum, venue with the right people, etc. We've representatives at THS highest governing bodies, different levels within KTH and different schools. We also have connection with other student and labour unions, including the ministry of higher education.





I. THS REPRESENTATION LEVEL

KF (Kårfullmäktige / The THS Student Parliament)

Informal description

This is the decision-making body of THS. We should participate there in order to strengthen our part in THS but beware that meetings are long and time-consuming, often till late in the evening. They are however not without merit since our full participation in the meeting managed to get a new language policy passed at THS and this was done through the lobbying work by the PhD Chapter and several speeches in support for translating documents. The recommendation is to give these positions to members not part of the board while keeping one of the board members in KF to coordinate these.

Needs: 3 regular (ordinarie) + 2 substitute (suppleant) positions

Note: All THS members have the right to be at KF meetings. Chairpersons also have the right to speech (yttranderätt), but only the elected council members have the right to vote.

Current representatives: Tage Mohammadat

Previous representatives: Andrea De Giorgio, Omar Shafqat, Arash Seyed, Abdou, Maria Nordström (as substitute), Milan (as substitute)

THS Future Faculty

THS Future Faculty is a group of student representatives who represent student perspective and take part of the decision making process with regards to recruitment, employment and promotion of teachers at KTH. Through this group, representatives are assigned to meetings at recruitment committees (RK), employment committee (AU), promotion committee (BN) and docent committees.

The responsible for this group is THS educational affairs with focus on quality and development (utbildning@ths.kth.se). From the PhD chapter the contact point is (ff@dr.kth.se).

An example for workshop about THS future faculty: [THS CHU presentation \(En\)](#), [\(Sv\)](#)

KTH regulations that matter: <https://intra.kth.se/en/styrning/regelverk/rekrytering-1.661837>

Needs: 10 regular (ordinarie) + 5 substitute (suppleant) positions

Nomination committee (Valberedning)

This is where nomination for candidates to student councils are overseen and supervised.

Contact: nominations@dr.kth.se

Needs: 3 regular (ordinarie)

Chapter auditors (Revisorer)

The auditors have authority to recommend freedom of responsibility for the chapter governing bodies.

Contact: auditors@dr.kth.se

Needs: 2 regular (ordinarie)

Standard bearers (Fanbärare)

This post constitutes a standard bearer and a vice standard bearer for KTH ceremonial functionaries.

Needs: 2 regular (ordinarie)

Contact: fanb@dr.kth.se



Master of Ceremonies group (Doktoranders Integrerade Klubbmästeri, DrInK)

The Master of Ceremonies group is responsible for the Chapter's parties, pubs, and recreational activities..

Needs: 3 regular (ordinarie)

Contact: mc@dr.kth.se

II. KTH CENTRAL REPRESENTATION

At KTH central level, the PhD Chapter has PhD student representatives (doktorandrepresentanter) in various committees at KTH as follows:

AU (Anställningsutskottet / The Employment Committee)

Official description

The three main tasks of the Employment committee are:

- Promotion matters; including both preparation and decisions on these;
- Teacher recruitment matters; including both preparation and decisions;
- Administering KTH's quality development effort regarding teacher recruitment, as well as follow-up of this.

Informal description

Heavy committee where we lack representatives but also can influence who is hired at KTH. This forum signals professional standards expected from researchers.

Needs: 5 regular (ordinarie) + 5 substitutes (suppleant) positions

BN (Befördringsnämnden / The Promotion Committee)

(Former: CTFN / Centrala tjänsteförslagsnämnden / The Central Appointments Committee)

Official description

Responsible for dealing with matters that relate to the promotion of associate professor to professor and the promotion from assistant professor to associate professor.

This committee also includes the appointment of teachers in the School of Engineering of Scientific Communication and Learning.

Informal description

Similar to AU. Heavy committee where we lack representatives but also can influence who is hired at KTH. This forum signals professional standards expected from researchers.

Needs: 5 regular (ordinarie) + 5 substitute (suppleant) positions



RN (Rekryteringsnämnden/ Recruiting Committees)

Official description

There are different recruiting committees (Rekryteringskommitté, RK) at each school that is responsible for preparing and submitting proposals for the recruitment of the following positions: Professor, Associate Professor and Assistant Professor. From each committee, a recruitment board (rekryteringsnämnd/RN) is formed to attend to each specific errand.

Informal description

Similar to AU and BN. Heavy committee where we lack representatives but also can influence who is hired at KTH. As of now, it is mainly arranged by THS Future Faculty and PhD student representation is either non existence or on arbitrary basis.

Note: THS Future Faculty is a group of student representatives who represent student perspective and take part of the decision making process with regards to recruitment, employment and promotion of teachers at KTH. Through this group, representatives are assigned to meetings at recruitment committees (RK), employment committee (AU), promotion committee (BN) and docent committees.

FA (Forskningsansvariga-gruppen / The directors of doctoral studies group)

A group of the responsables for PhD students' programs in all schools at KTH.

Informal description

PhD issues of all forms, both individual and strategic are discussed here and debate is common. However, no decisions are taken but only recommendations on how to proceed next in the issue either directly at school level or for consideration in subsequent committees or councils.

One example of policy discussed here was the drafting of a complaint by the PhD Chapter to address misconduct at structural level, which led to revision of the role of the FA and PA, and hopefully also to acknowledge the work of the PAD.

Contact: edu@dr.kth.se

Needs: 1 regular (ordinarie) + 1 substitute (suppleant) position

FR (Fakultetsrådet / The Faculty Council)

The Faculty Council represents the entire faculty and acts as an advisory body to the President. The Council has overall responsibility for issues relating to the quality of education, research and community interaction.

The Faculty Council is made up of the following:

- Seven teachers holding a teaching appointment at KTH and who have scholarly or artistic competence, i.e. a doctorate or equivalent; one of whom is the chairman;
- Three external members who are not employed at KTH;
- Students, who have the right to be represented by three members.

Informal description

Gathering of opinions from the faculty, usually for ratifying what has been discussed earlier in FA and further developed in UU.

Election procedure

The FR representative must be elected by the PhD Chapter meeting and then appointed by KF, the Student Union Council (THS).

Needs: 1 regular (ordinarie) + 1 substitute (suppleant) position



JML-grupp (Jämställdhetskommittén / The Equality Committee)

Currently the PhD Chapter doesn't have a representative in this committee. Hopefully one PhD student representative will be granted in the future.

Needs: 1 regular (ordinarie) + 1 substitute (suppleant) position

KTH-S (The KTH-Sustainability Council)

KTH-Sustainability focuses on the integration of environment and sustainable development in education, research and collaboration. Sustainable Campus is responsible for KTH's environmental management system and environmental issues surrounding the campus.

KTH-Sustainability is a project running up to 2015 focusing on the integration of environment and sustainable development in education, research and collaboration. The project is led by the Vice President for Sustainable Development, Professor Göran Finnveden. The project's steering group, KTH-Sustainability council, involves faculty representatives appointed by the Faculty Council, student and PhD student representatives appointed by the student union (THS), the environmental manager and KTH-Sustainability's project leader.

Needs: 1 regular (ordinarie) + 1 substitute (suppleant) position

RU (Resursfördelningsutskottet / The Resource Allocation Committee)

This committee is tasked to investigate and monitor the distribution of state funds within KTH. The question of how the distribution system affects the quality of education and research should be given special consideration. Students have the right to be represented by three members. The committee will be a preparatory body to the Faculty Council concerning the distribution issues.

Needs: 1 regular (ordinarie) + 1 substitute (suppleant) position

Språkkommittén / The Language Committee

The Language Committee monitors language issues in a broad sense on behalf of KTH students, faculty, and staff. The Committee is tasked to implement parts of KTH's Language Policy and provides advice in linguistic matters of a general nature.

Needs: 1 regular (ordinarie) + 1 substitute (suppleant) position

Stipendierådet / The Central Grants Committee

The Central Grants Committee – under University Administration (Universitetsförvaltningen) – consists of a maximum of 16 members, with a broad representation of interests (no substitutes), ten members appointed at the different schools, one member from University Administration, three students including one student who is appointed by the THS, foundation responsible for the KTH-affiliated foundations and a chairman, which is appointed by the President.

Needs: 1 regular (ordinarie) + 1 substitute (suppleant) position



US (Universitetsstyrelsen / The University Board)

The University Board is the top executive unit, governing KTH's activities in most respects. Decisions are taken in strict accordance with the Swedish Higher Education Ordinance in matters of the following nature:

- Important matters concerning internal organization;
- Annual Report, budget issues, other reports and statements of major importance;
- Measures taken on account of facts and reports presented to the Board by the National Audit Bureau;
- Rules and regulations of major importance;
- Other matters of a principal nature.

Needs: 1 regular (ordinarie)

UU (Utbildningsutskottet / The Education Committee)

The three main tasks of the Education Committee are:

Overall dimension of education on undergraduate and postgraduate level

- Administering KTH's quality development effort and follow-up on undergraduate and postgraduate education;
- Administering KTH's general development of rules and guidelines concerning education.

Contact: edu@dr.kth.se

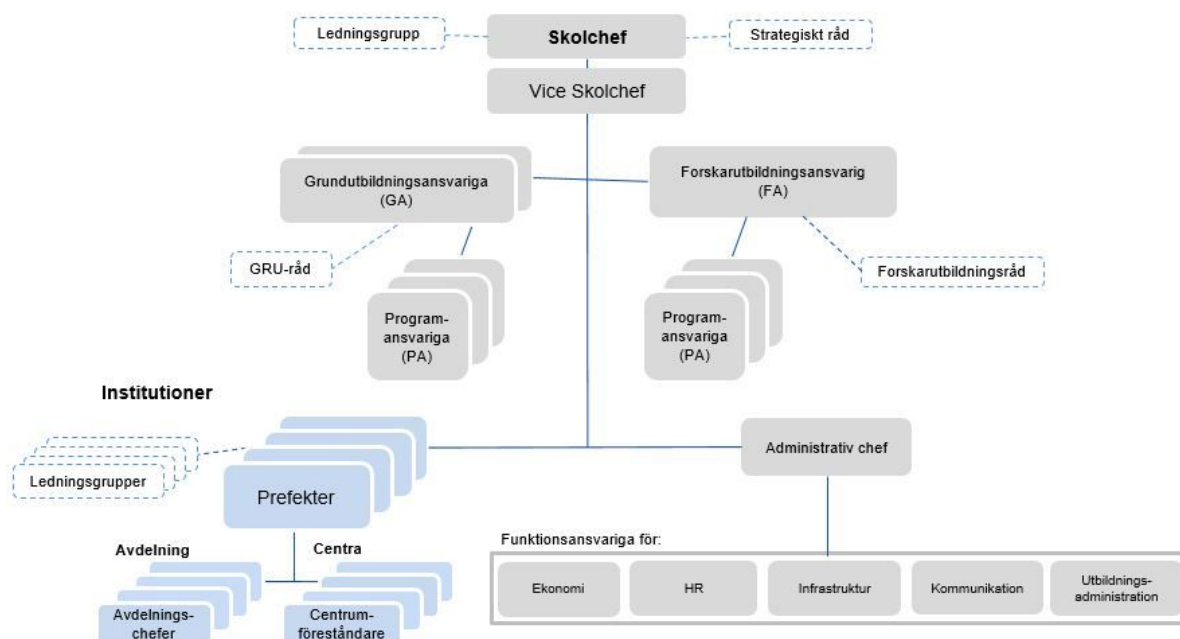
Needs: 1 regular (ordinarie) + 1 substitute (suppleant) position

III. KTH LOCAL REPRESENTATION

At KTH local (school) level, the PhD councils has right to appoint representatives for school executive council, strategic council, and doctoral education councils. Moreover, the PhD students can be representatives in more committees and working groups that affects the education and education environment of PhD students. Consult the respective school management and the PhD school councils for more details, however the general breakdown of representational posts follow the structure of the schools as follows.

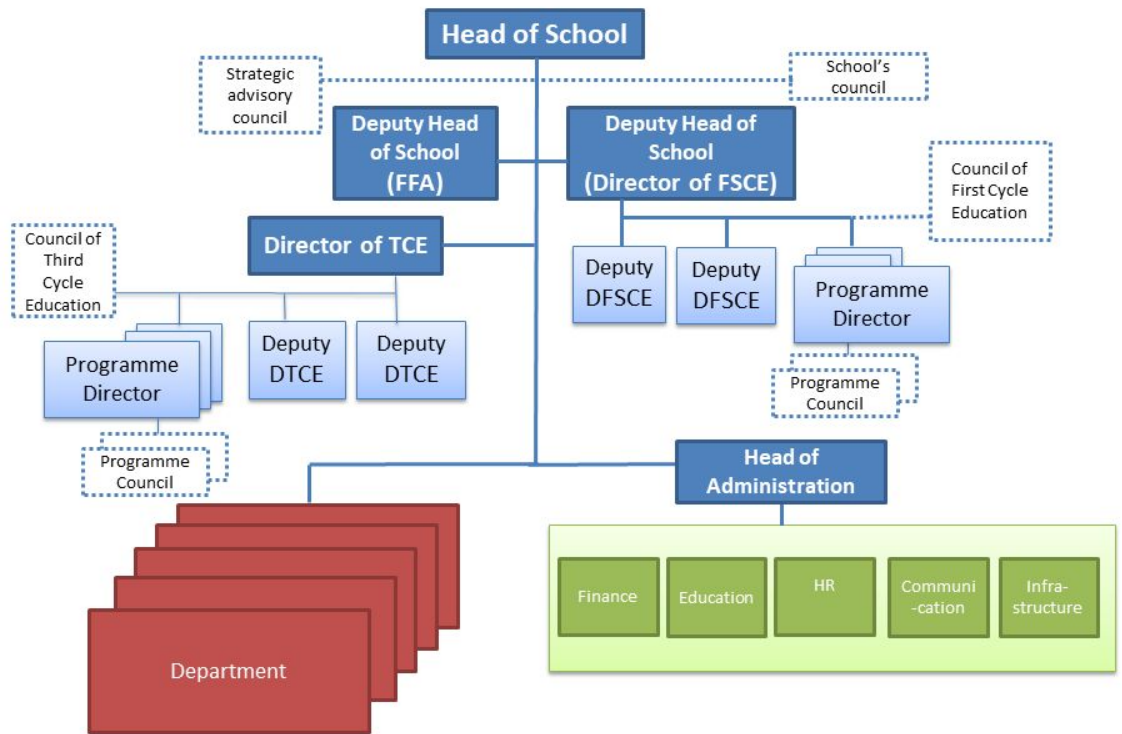
The schools websites and organisational charts:

- [School of Architecture and the Built Environment](#) (ABE)



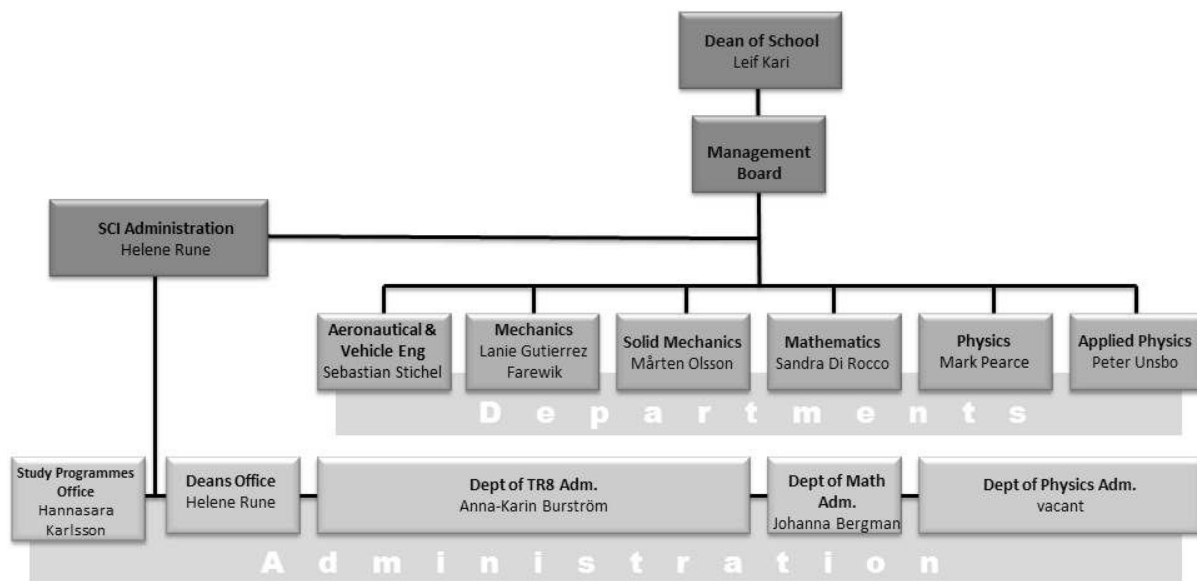
- [School of Electrical Engineering and Computer Science \(EECS\)](#)

The school's work is described through the established work- and delegation scheme. It describes all the school's groups and councils. Decision made by the Head of School's is published in the school's document archive.



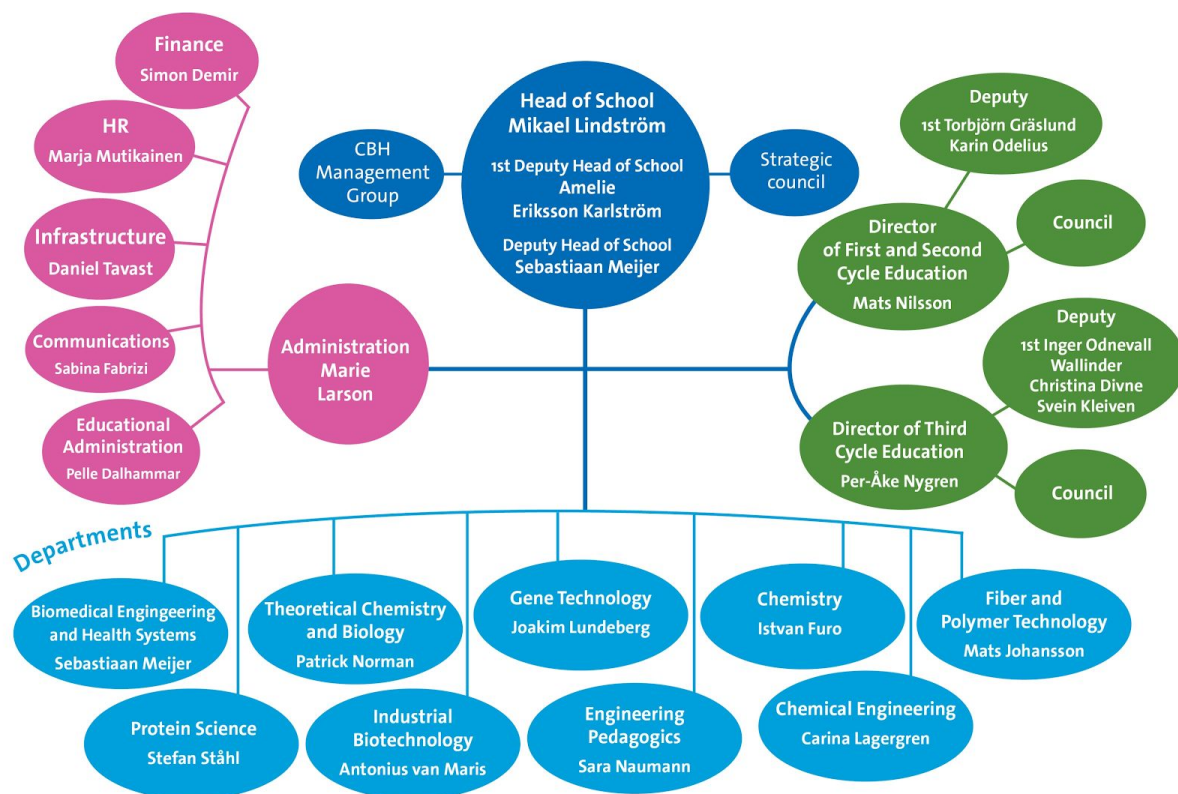
- [School of Engineering Sciences \(SCI\)](#)

The SCI school organisation is a line organisation in which administration and faculty are organised in two separate sections.



- [School of Engineering Sciences in Chemistry, Biotechnology and Health \(CBH\)](#)

The school's work is described through the established scheme of delegation. CBH is lead by the Head of School, and the work is delegated as seen in the organisational chart.



- [School of Industrial Engineering and Management \(ITM\)](#)

Ärende: Brief guide on PhD students representation

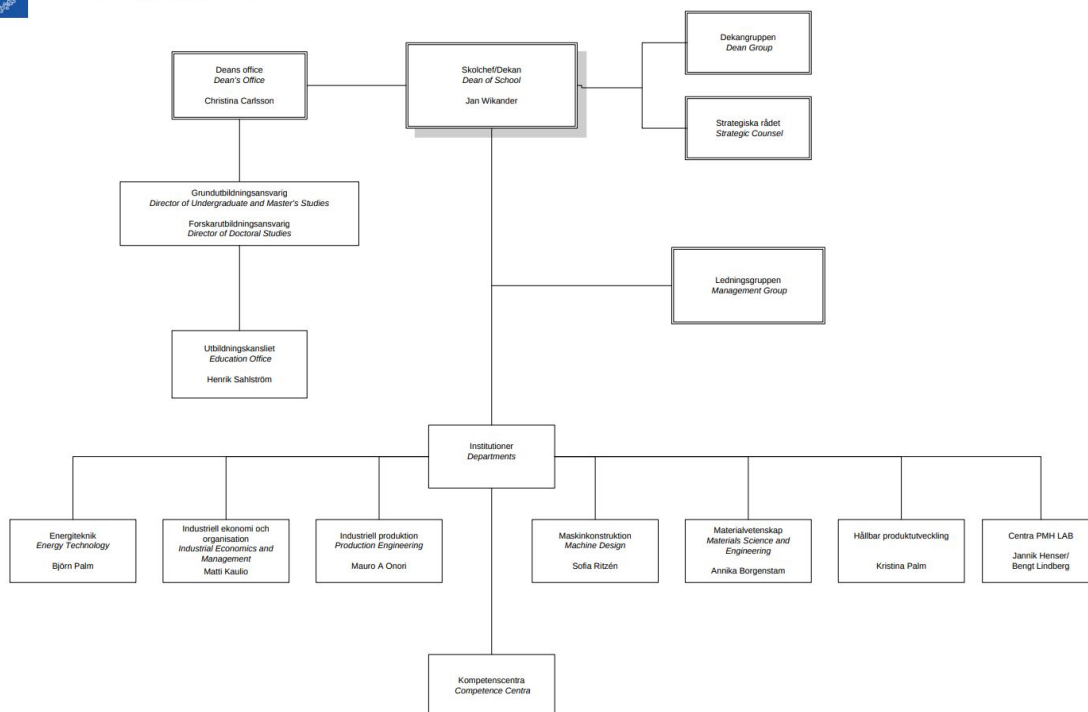
THS Sektion: Dr

Namn: Robin Palmberg and Tage Mohammadat

Datum: 2018-08-06, uppdateras: 2018-11-01



Industriell teknik och management
Industrial Engineering and Management



Note: PhD school councils are guided by the [PhD Chapter Statutes](#) and [PhD Chapter Bylaws](#) and subject to THS [statutes](#) and [bylaws](#).

Annex I:

[KTH guidelines on student influence](#)

[Time compensation policy for representation](#)