

Board Meeting no 7 – November 22nd 2018

Minutes



PhD Chapter at KTH

Place: Teknikringen 10a, Ångloket, Second floor
Time: 18:00-19:00, November 22nd 2018

1. Opening formalities [18:00-18:05]

- a. Meeting opening at 18:00
- b. Invited: chapter board and head of educational affairs.
- c. Attendees: Robin, Fangkai, Tage, Emma, Jasper, Kateryna, Sriharsha, Amanda
- d. Absent: Elena
- e. Choice of meeting chairperson, Robin.
- f. Choice of meeting secretary, Fangkai.
- g. Choice of meeting minutes checker, Tage.
- h. Latest protocol checking and signing.

2. Reports & updates [18:05-18:10]

- a. Board Reports
Tage: At the faculty council, doctoral education guidelines are drafted and ready for approval this december. Moreover, the guidelines on student influence is under revision and possibilities to clarify doctoral student influence, including mandates, delegation order of representational appointment and time compensation is being revised. Both documents passed FA group meeting and will pass via UU and FR this december and then show up at US for approval. Documents will take effect in January 2019.
- b. KL Report (THS Central)

3. Discussion points [18:10-18:35]

- a. Chapter meeting - 25 min
 - i. Elections
*Date changed from Dec. 17th changed to Dec. 10th, 18:18pm.
Elect a new board member/a post to send out the message*
 - ii. Motions
 - iii. Propositions
*The proposition from the last time. In addition to a motion about the chapter event foundation budget (see point 5.i) has been proposed.
Need the approval/permission from the chapter (with at least 10 members as attendees).*
 - iv. Christmas dinner
It will be on Dec. 10th, after the council meeting; possibilities to prepare food from 4 pm has been discussed, and possibility to prepare the hall at 5 pm has been identified.

4. Development of Current Events/Initiatives [18:35-18:40]

- a. Event for the 29th of November - Serendipity. *Moved to late Jan.*
- b. Event for the 5th of December - Pedagogical meetup.



(Emma left at 18:40)

5. Discussion points (continuation) [18:40-18:50]

i. Chapter event foundation fund (Jesper) - 5 min

Template for application (similar to travel scholarship) to be brought up to the chapter meeting/proposition. A need for guideline for the application and respective deadlines for all applications each year have been identified and proposed.

ii. Time compensation (Tage) - 5 min

A time compensation distribution process and actual allocation have been agreed upon in different meeting protocols through 2017/2018. Official approval from THS has not done yet. A meeting with THS management team (Emma Ingo, chairperson and Jonathan Edin, head of educational affairs) was made to show the status and request for official approval for calendar year 2017 and 2018; and communication process, upon approval, has been discussed.

6. Additional issues and information [18:50-19:00]

- a. Chapter gasque at the union house -where all board members are invited-, is planned on the 26th of November (deadline for signup is tonight).

7. Meeting closed [19:02]

Meeting closes at 19:02

Protocol,

Meeting chairperson: Robin Palmberg

Signature: _____

Secretary of the meeting: Fangkai Yang

Signature: _____

Minutes checked by: Tage Mohammadat

Signature: _____