

Board Meeting no 5 – October 11th 2018

Minutes



PhD Chapter at KTH

Place: Drottning Kristinas Väg 29, Second floor

Time: 18:00-19:00, October 11th 2018

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

- a. Meeting opening at 18:00 The meeting has been opened 18:01
- b. Invited: chapter board, head of educational affairs and THS PhD adviser.
- c. Attended: Robin, Emma, Félix, Fangkai, Elena, Tage and Amanda.
- d. Absent: Kateryna, Harsha, head of educational affairs and THS PhD adviser
- e. Choice of meeting chairperson. Robin
- f. Choice of meeting secretary. Elena
- g. Choice of meeting minutes checker. Tage
- h. Latest protocol checking and signing:-

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

- a. Board Reports Robin shared news about female PhD network progress and strategy to work with new PhD students.
- b. KL Report (THS Central) Tage discussed initiatives with THS KLxDr.

3. Discussion points [18:10-18:45]

- ~~a. Introduction of Ingrid – 5 min~~
- b. Board Definition - Robin proposed the idea of the member role definition for the new PhD students to have a clear expectation for workload (relevant to planning of studies).
- c. SplitBoard - Robin proposed the document structure for the splitting procedure.
- d. Chapter Uniform - Robin discussed around the online catalog, which was published at google drive.
- e. Work Plan - Elena will work on it.
- f. Folders - The board has raised the question is it commercial case or not. A majority were not in favour of getting the PhD chapter board associated with handing gifts with commercial intents for a third party. More investigation is needed; and Elena will get more details from Andrea.
- g. Félix resignation- Félix explained why he is leaving. His expectations did not meet the reality. He expected less administrative, and more initiatives related to the improvement of working conditions on individual basis.
- h. Council elections - Tage, discussed on centralising councils' election and synchronised council operations from January to December.

4. Development of Current Events/Initiatives [18:45-18:50]

- a. Event for the 18th of October - discussing workshop on councils
- b. Event for the 23rd of October - discussing the chapter meeting

5. Meeting closed [19:00]

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Protocol,
Meeting chairperson: Robin Palmberg
Signature: _____

Secretary of the meeting: Elena Malakhatka
Signature: _____

Minutes checked by: Tage Mohammadat
Signature: _____