

Board Meeting no 9 – December 20th 2018

Minutes - Per capsulam



PhD Chapter at KTH

Place: boardmeetings@dr.kth.se - per capsulam.

Time: December 17th 9:00- December 20th 20:25, 2018

1. Opening formalities [December 17th 9:00]

- a. Per capsulam meeting opening: December 17th 9:00
- b. Invited: Robin (R), Tage (T), Amanda (A), Elena (El), Emma (Em), Fangkai (FY), Fatemeh (FN), Jesper (J), Kateryna (K), Sriharsha (H).
- c. Participation and minutes: aggregated response boardmeetings@dr.kth.se
- d. Participated: Robin, Tage, Emma, Amanda, Fangkai, Harsha, Fatemeh, Jesper, Kateryna, Elena.
- e. Choice of meeting chairperson: Robin
- f. Choice of meeting minutes checker: Tage
- g. Latest protocol checking and signing: N/A.

2. Decision points [December 17th 9:00 - December 20th 20:25, 2018]

- a. Delegation of chapter winter meeting decisions¹:
 - i. Auditors recommendations implementations: Tage & R², Q2/19³.
 - Votes: yes (10), no (0), abstain (0).
 - Decision⁴: approved.
 - ii. Chapter uniform, delegation to: Robin & FN/FT/H/A, Q1/19.
 - Votes: yes (10), no (0), abstain (0).
 - Decision: approved.
 - iii. Application for funds, delegation to: Jesper & FN, Q1/19.
 - Votes: yes (10), no (0), abstain (0).
 - Decision: approved.
 - iv. By-election for chapter and councils vacancies: Tage & K/A/H, Q2/19.
 - Votes: yes (10), no (0), abstain (0).
 - Decision: approved.
 - v. Reimbursement process: Jesper & R, Q1/19.
 - Votes: yes (10), no (0), abstain (0).
 - Decision: approved.
 - vi. Time Compensation: Tage & J, Q1/19.
 - Votes: yes (10), no (0), abstain (0).
 - Decision: approved.

¹ See 2018 chapter [winter meeting minutes §3 and §4.a](#).

² Letters following & refers to names abbreviations listed in point 1.b and refers to other helpers in the task.

³ Q1,2,3,4/19 refers to timeline of when the task is expected to be carried out and corresponds to quarters 1,2,3,4 of 2019 respectively.

⁴ Decisions derived from counts. Both counts and decisions are verified by the minutes checker.



3. Development of Current Events/Initiatives⁵

- a. Re-arrangement of events with the aerospace chapter: Amanda and Adam.
- b. Board activity and team building: board presidium, Q1/19
- c. Endorsement and induction for new councils: THS KL and presidium, Q1/19
- d. Future faculty (FF) group workshop: THS CFU and Dr FF, Q1/19
- e. THS management team/Kårledning (KL)xDr quarterly meeting initiative:
 - i. Q1: Motion for clarifying delegation order and representational mandates and appointment of PhD students.
 - ii. Q2: Technological doctoral association network.
 - iii. Q3: Competency building and synchronised operational plans.
 - iv. Q4: Organisational issues and education policy.
- f. Stockholm doctoral committee under SSCO initiative: KI/KTH/SU/Södertörn.
 - i. Q1: Statutes and formalities with SSCO.
 - ii. Q2: Framework for common views and opinions.
 - iii. Q3: Formation of common views and opinions.
 - iv. Q4: Organisational issues and education policy.
- g. Initiation of communication for Swedish technical universities' doctoral association Q1-Q2

4. Meeting closed [December 20th 20:25⁶, 2018]

Protocol,

Meeting chairperson: Robin Palmberg

Signature: _____

Minutes⁷ checked by: Tage Mohammadat

Signature: _____

⁵ Information point to indicate other ongoing activities.

⁶ Elena's reply came 20:21 while counting votes therefore accepted and meeting closure time marked at the time of writing the decision, 20:25.

⁷ Minutes were aggregated and checked versus the input from boardmeetings@dr.kth.se accessible by board members, auditors and THS head of educational affairs.