

# Board Meeting no 10 – January 10th 2019

## Minutes



PhD Chapter at KTH

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Place: Teknikringen 10a, Ångloket, Second floor

Time: 18:00-19:00, January 10th 2019

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

- a. Meeting opening at 18:00
- b. Invited: chapter board and head of educational affairs.
- c. Choice of meeting chairperson.
- d. Choice of meeting secretary.
- e. Choice of meeting minutes checker.
- f. Latest protocol checking and signing:

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

- a. Board Reports
- b. KL Report (THS Central)

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

- a. Update on event calendar  
We realized that the days were flipped (which is now fixed).  
We moved the quiz night to the 30th of January.  
We started thinking about moving the next chapter meeting to the end of february instead and try to keep it short and concise, maybe do something fun afterwards? Could this be switched with the Pedagogical Meetups? Or even combined?  
We went through the upcoming events and realized that we need the status of the following events:
  - i. What is the status for the science slam? - No science slam
  - ii. What is the status for the Valentines day dance?
  - iii. What is the status for Hybrid Methods and Flipped Classrooms Seminar?
  - iv. What is the status for Research Education and Policy Seminar?
  - v. KTH Future Seminar - Invite KTH Innovation and make it as the start for the "KTH Innovation PhD Challenge" as well as PhD Alumni from both industry and academia
  - vi. Combine the Chapter meeting and the summer party in order to gather more people - 31st of May
- b. THS International Café
  - i. We should try to have at least one representative who can explain what the PhD Chapter is to those who are interested. We wonder how many will come since most are preoccupied with deadlines after getting back from holidays.

**Doktorandsektionen vid Tekniska Högskolans Studentkår**

Drottning Kristinas väg 15 – 10044 Stockholm

[www.dr.kth.se](http://www.dr.kth.se)

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- c. Agreement for the chapter hall
    - i. We should make it so that all the PhD Chapter members have access
    - ii. Flygsektionen has proposed that we would start paying a yearly fee of 6000SEK in order to cover our share of the chapter hall. We should do this and we should set up an agreement on how to use the chapter hall.
  - d. Reimbursement process
    - i. Make a standard form that you print, fill in, paste your receipt to, scan and send to the treasurer.
  - e. Kick-Off/Team building
    - i. We would like to do a half day event, but with more emphasis on team building
  - f. Plan for chapter uniforms
    - i. Order for the board and post the link of where to buy it for the members.

#### **4. Decision points []**

#### **5. Development of Current Events/Initiatives [18:45-18:50]**

- a. Event for the 17th(?) of January - Quiz Night
  - i. Move it to the 30th of January
- b. Event for the 24th of January - Research Impact
  - i. Emma will further plan this.

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

#### **7. Meeting closed [19:00]**

Meeting closes at 19:00

Protocol,<sup>1</sup>

Meeting chairperson: Robin Palmberg

Signature: \_\_\_\_\_

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<sup>1</sup> Officialities of recording attendees, choice of secretary and minutes checker and the likes were overlooked as the quorum was not met due attendees being less than 50%. As per the statutes, not satisfying quorum does not qualify the board to conduct business, i.e. take decisions.