

Board Meeting no 12 – February 6th 2019

Minutes



PhD Chapter at KTH

Place: Teknikringen 10A, Ångloket, Second Floor

Time: 18:00-19:00, February 6th 2019

1. Opening formalities [18:00-18:03]

- 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. Approval of the agenda
- g. Latest protocol checking and signing:

2. Reports & updates [18:03-18:05]

- a. Board Reports - 1 min
- b. KL Report (THS Central) - 1 min (skipped)

3. Discussion points [18:05-18:30]

- a. Rules for conducting business (feedback) - 5 mins (feedback on the new report system: everyone should do it on time. Midnight the day before be the meeting. In the report you should just state updates, just like you would in the minutes. If we don't have enough reports for the meeting, we will try to reschedule. If needed, during lunch meeting or fika and make per capsulam decisions)
- b. Chapter Meeting - 15 min (look through propositions for the next meeting for checking the issues to ask the auditors if we can do it, we need one auditor (ask Alexander from THS), two in nomination committee (check with Felix, Victoria, Sherif), someone new with the board (we can stay until January, check with Ksenia), check for distribution of tasks for the next board meeting, fill it with pedagogical meetups for after meetings, we can combine it with quiz night (Harsha joined!) Harsha will do the quiz night for the chapter meeting 27th of Feb.)
- c. Birthday Party 23rd of March - 15 min (send invitations early and do it as the board, basic planning (other boards, how many people come), cozy dinner seems better and it depends on how many people will come. We can publish the menu, with the whole plan. We can ask KTH relocation to share it. We can use Kröken or lilla and stora gasque, (Amanda can help arranging party,) we intend to bring people from other boards and other universities for the fancy party, bring it up in the news-letter, make decision based on different party scenarios, need to contact klubbmästeriet at Flyg to ask for help)

Doktorandsektionen vid Tekniska Högskolans Studentkår

Drottning Kristinas väg 15 – 10044 Stockholm

www.dr.kth.se

Board Meeting no 12 – February 6th 2019

Minutes



PhD Chapter at KTH

4. Decision points [18:40-18:50]

- a. Agreement for the chapter hall - delegation - 2 min (explain previously discussed points for Jesper. Jesper agreed. Everyone agreed).
- b. By-Elections chapter and council vacancies - delegation and planning - 5 min (by election, who would contact the council (EECS)? Katerina accepted to try to persuade them! Robin for ABE and Tage for ITM Everyone agreed!)
- c. Reassignment of FA-representative - 2 min (to Jesper, everyone agreed)

5. Development of Current Events/Initiatives [18:50-18:55]

- a. Reimbursement process & Application for funds - 3 min (start a form for standardize for reimbursement.) (18:52)

6. Additional issues and information [18:55-19:00]

(Emma: tell each other if we are not coming to the meeting. Check the baseline for the meetings. Include chairpersons of the councils. If you don't show up to meetings with unvalid excuses, it should be removed from (time) compensation policy, Kate: KTH general policy, studying for STAD and FEST, exam and materials are in Swedish. We need to push them to bring the exams in English. Get more chapters and boards and push them to follow. For the next meeting, we can write a joint letter.)

7. Meeting closed [19:00]

(Meeting closes at 18:58)

Protocol,

Meeting chairperson: Robin Palmberg

Signature: _____

Minutes provided by: Fatemeh Naqavi

Signature: _____

Minutes checked by: Amanda Kessler

Signature: _____