

# Board Meeting no 15 – March 20th 2019

## Agenda



PhD Chapter at KTH

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Place: Teknikringen 10a, Ångloket, Second floor  
Time: 18:00-19:00, March 20th 2019

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

- a. Meeting opening at 18:00 (18:02, invited the women of KTH)
- b. Invited: chapter board and head of educational affairs.
- c. Choice of meeting chairperson. (Robin)
- d. Choice of meeting secretary. (Fatemeh)
- e. Choice of meeting minutes checker. (Amanda)
- f. Approval of the agenda
- g. Latest protocol checking and signing:

### 2. Reports & updates [18:03-18:05] (sth that Tage added)

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

### 3. Discussion points [18:05-18:25]

- a. Survey to Ph.D. students (Emma) - 10 min (Emma drafted the survey, survey for PhD students for their work condition and for chapter, ask about departmental duties, then we will know what kind of issues to address, and we will know what kind of question we should raise. In ISP we should have how much each supervisor should contribute. This can be also a good way to address mental health issues,... we should send it to all PhD students to get an overall picture of PhD students at KTH. We need an updated list of all PhD student. We can ask ITE and HR. Follow up in the next meeting)
- b. Questions from the EECS Council - 10 min (Alexandro asked about similar question. THS needs to clarify that we are also students and not employments. We need to have a proposal and the question is how to put it (?) for UU for work percentage and explain why we want that. the local level in the right level and the central level may not work.)

### 4. Decision points [18:25-18:45]

- a. The representative for MHU - 5 min (Harsha will be representative)
- b. Application for funds - 15 min (depending on the number of applicant, the 25000 for each request. From central KTH, if someone wants send money somewhere we don't have an account for that. We need to know how to get it internally and send it to people. checking the possibility of transferring money through PhD chapter. (the money should be for the students and the invoice for speaker outside KTH will be through KTH)  
We may use the chapter account. or they (women KTH (what is the group)?) can be a sub-organization and open an account for that. It will need some serious advice from skatteverket and banks. With maximum of two invoices.



at the new year they just use chapter account, but just during that time.) (two day workshop for everyone at KTH, for women PHD students, some social events, the biggest concerns were about self confidence and future plans, the first idea is to build network and make connection to continue working together between different schools, leadership theme will be spoken about. One of the speaker worked in silicon valley, will talk about communication, confident and leadership, the other from Canada Calgary, works in project management and will talk about how to set goals and follow them. It would be great if we can include chapter in advertising too)

**5. Development of Current Events/Initiatives [18:45-18:55]**

- a. Birthday party - 4th of April (the Federico and Mattias will be included too. Kids birthday theme)
- b. KTH Innovation 21st of March (Robin and Fatemeh will help hosting)

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

- a. Have the functioning emails and then we can reply faster (facebook page and webpage) (Miguel should be added there too) updating who is what.

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

Meeting closes at 19:00