

# Chapter Meeting no 4 – May 27th 2020

## Minutes



PhD Chapter at KTH

Place: Zoom: <https://kth-se.zoom.us/j/65240775804>

Time: Wednesday, May 27th 2020, 17:15

### 1. Opening formalities [17:26]

#### a. Meeting

*After verifying that the meeting had met the quorum and other conditions as per clause §2 of the statutes and on account of §1.b, the meeting was declared opened at kl: 17:28*

#### b. Attendees:

*See attendance list, 19 PhD Chapter members were present, as well as one doctoral student who is currently not a member (not allowed to vote during the meeting).*

#### c. Choice of meeting chairperson

*Emma Riese was elected with acclamation.*

#### d. Choice of meeting secretary.

*Mobit Daga was elected with acclamation.*

#### e. Choice of meeting minutes checker:

*Deniz Yildiz was elected with acclamation.*

#### f. Approval of the latest protocol, 6th of March.

*The latest protocol has been signed and uploaded to our website. It was approved by acclamation*

#### g. Approval of the meeting agenda.

- *Tage Mohammadat made a comment on the council election points. The original agenda was voted and approved.*

### 2. Introductions and Reports [17:56]

#### a. Activity Report from the board<sup>\*1</sup>

*Activity Report on the PhD Chapter website and attached to the agenda. The activity report is based on the most recent version of the operational plan which was updated in February. Emma states that the progress can also be traced on the minutes of the Board meetings.*

- *Alessandro addressed the issue regarding the Working Group regarding the time compensation topic; especially, regarding the possibility of extension of PhD studies due to the impact of COVID-19 crisis. Emma updates that this specific issue (time-compensation due to COVID-19) is discussed at KTH among the head of schools. It might also be addressed at the national level in the coming months. However, for now, it is addressed case by case and each head of school makes decisions individually.*

#### b. Survey Results:

<sup>1</sup> \*=see attached files



- *Mobit Daga provides information on the Survey Results regarding the status of the PhD student body. The rough draft is prepared, and it will be presented in the coming weeks, posted on our website. Mobit has also planned to present the results in the Faculty council.*
- *Alessandro Enrico adds that roughly 40% of the PhD student body has responded to the survey with similar response rates in the different schools. This response rate makes the survey representative both at the school level and for KTH as whole. The results of the survey will also be presented in the Third Circle Education Committee by Emma.*
- *Tage inquiries, if the survey report will also include an opinion report based on the survey.*
  - *Emma responds that the PhD chapter plans to provide two reports one that shall summarize the data and the other shall include the opinion and recommendations. Both reports will be put on the PhD Chapter's Website as soon as they are finalized.*
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### 3. Decision points

- a. Approval of resignation - Lorenzo Marchetti from the post of Communication Manager and ITM school council chairperson, effective immediately
  - *Tage notes that this resignation is not an outcome of individual reasons but connected to the way the ITM school handles the time compensation aspect of the student representation. Alessandro, the council coordinator, explained the situation. Other members participate in the discussion regarding the organizational struggles. It is the consensus that more dialogue should be established with the school councils and the school authorities to improve the representation efforts. In addition to issues regarding the language and other auxiliary aspects of representation.*
  - *Resignation was approved by acclamation.*
- b. Approval of resignation - Alessandro Enrico from the post of Council Coordinator, effective from 30/6
  - *Alessandro comments that he has been active in student representation in the EECS council since January 2018 and has been part of the PhD Chapter board since July 2019. He indicates that sustainability is an important aspect of the PhD Chapter and his concern for this is the reason behind his resignation, to be able to relay the responsibilities to future members.*
  - *The resignation was approved by acclamation.*
- c. Approval of new Chairperson for EECS school council - Viktoriia Mishukova starting July 1st 2020.



- *Viktoriia comments that she steps into the position to maintain sustainability and that the current chairperson is graduating. Viktoriia Mishukova is currently the vice chairperson of the EECS school council and has already been appointed by the EECS school council to become the new chairperson when the current EECS school council chairperson resigns. It was also stated in the EECS school council meeting in December 2019, that the elected chairperson would only stay in the position for one semester.*
- *The appointment of Viktoriia Mishukova as chairperson of the EECS school council is approved by acclamation.*

#### 4. Elections

- *Emma hands this section to the nomination committee. Robin proposes himself to be the chairperson for this section. He also proposes Tage and Rinat as vote checkers.*
  - *Approved by acclamation by the Chapter Meeting.*
- *Robin explains the election process.*
  - *Candidates for election will be put in the break-out room*
  - *And the Zoom meeting can work as the audience hall where discussions regarding the candidate could take place.*
- *Tage shares the nomination committee's report with the chapter meeting. (By a message on Zoom)*

##### a. Board positions:

##### i. Election of Chairperson (board member) - July 2020 until June 2021

- *Gloria Samosir (a nominee for the Chairperson's role) introduces herself to the chapter meeting.*
- *The chapter meeting asks questions to Gloria.*
- *Robin asks if anyone in the chapter meeting would like to motion to open up for free nominations for the Chairperson position.*
  - *No motions filed.*
- *Emma helps Robin to send Gloria into the Breakout Room.*
- *A discussion about Gloria's candidature occurs in the chapter meeting beginning with Robin reading out the statement from the Nomination Committee's report*
  - *Based on her qualities displayed at the interview. Gloria has experience in working with the board since before and has a will to take both herself and the chapter forward. She is willing to learn, adapt and evolve, which are features that are needed in this type of position. Given her responses to the questions regarding leadership, we believe that she has a good understanding of how to communicate with a group*

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- and make sure that each board member feels validated for their performances*
- *Robin asks the chapter meeting to vote for Gloria's Candidacy*
    - *17 voted in favor*
    - *0 abstained*
    - *0 against*
  - ***Gloria Samosir is found to be elected as the Chairperson of the PhD Chapter.***
- ii. Election of Workgroups Manager (board member) - July 2020 until June 2021
- *Robin asks if anyone in the chapter meeting would like to motion for free nominations for the position of the Workgroups Manager.*
    - *No motions filed.*
  - *Sofia Broomé (a nominee for the Workgroups Manager's role) introduces herself to the chapter meeting.*
  - *The chapter meeting asks questions to Sofia.*
  - *Emma helps Robin to send Sofia into the Breakout Room.*
  - *A discussion about Sofia's candidature occurs in the chapter meeting beginning with Robin reading out the statement from the Nomination Committee's report*
    - *Based on her qualities displayed at the interview and her previous experience as a board member with a Workgroups Manager. Sofia is also active in the EECS council and based on her interest in communicating the knowledge and information regarding the PhD Chapter, she would be a suitable candidate since the position requires a lot of communication. Sofia is also experienced in working with people of different backgrounds and mindsets, which is a valuable treatment for this position*
  - *Robin asks the chapter meeting to vote for Sofia's Candidacy*
    - *17 voted in favor*
    - *0 abstained*
    - *0 against*
  - ***Sofia Broomé is found to be elected as the Workgroups Manager of the PhD Chapter.***

*Based on a private message from Mohammad Abuasbeh at the Zoom platform where he informed Robin about his preoccupation at some other event; Robin proposed to move the election of ITM School Council, Chairperson (4.c.i) before the Election of Event Manager. The change is approved by acclamation.*



(Originally 4.b in The Agenda) Council elections:

- iii. ITM School council - Chairperson (given resignation is approved)
- *Mohammad Abuasbeh introduces himself*
  - *The chapter meeting asks question to Mohammad Abuasbeh*
  - *Emma helps Robin to move to Mohammad Abuasbeh to a Breakout Room*
  - *The chapter meeting discusses Mohammad Abuasbeh's candidacy*
    - *Alessandro mentions the recent report from his meeting with ITM School Council Meeting*
  - *Robin asks the chapter meeting to vote for Mohammad Abuasbeh's Candidacy*
    - *16 voted in favor*
    - *1 abstained*
    - *0 against*
  - *Mohammad Abuasbeh's is found to be elected as the Chairperson of the ITM School Council.*
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**Mohammad leaves the chapter meeting due to his other commitments.**

- iv. Election of Event Manager (board member) - July 2020 until June 2021
- *Robin asks if anyone in the chapter meeting would like to motion for nominations for the position of Event Manager.*
    - *No motions filed.*
  - *Deniz Yildiz (a nominee for the Event Manager's role) introduces herself to the chapter meeting.*
  - *The chapter meeting asks questions to Deniz.*
  - *Emma helps Robin to send Deniz into the Breakout Room-*
  - *A discussion about Deniz's candidacy occurs in the chapter meeting beginning with Robin reading out the statement from the Nomination Committee's report*
    - *Based on her qualities displayed at the interview. Deniz has been a board member of the PhD chapter 2020 where she started with events and representational initiatives. In the interview, she exhibited what was perceived by the committee*

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- as strong representational capacity and potential for leadership*
- *Robin asks the chapter meeting to vote for Deniz' Candidacy*
    - *15 voted in favor*
    - *0 abstained*
    - *1 against*
  - ***Deniz Yildiz is found to be elected as the Event Manager of the PhD Chapter.***
- v. By-election of Communication Manager (board member) – July 2020 until December 2020 (given resignation is approved) nm
- *Robin asks if anyone in the chapter meeting would like to motion for nominations for the position of Communication Manager.*
    - *No motions filed.*
  - *Tanja Richter (a nominee for the communication manager's role) introduces herself to the chapter meeting.*
  - *The chapter meeting asks questions to Tanja.*
  - *Emma helps Robin to send Tanja into the Breakout Room.*
  - *A discussion about Tanja's candidature occurs in the chapter meeting beginning with Robin reading out the statement from the Nomination Committee's report*
    - *based on her qualities displayed at the interview. Tanja has a lot of experience regarding communication and seems to have the skills to widen the outreach of the PhD Chapter among our members. Tanja has a degree in communication already and her research revolves around communication as well. Together with the other nominated candidates, Tanja would be an invaluable addition to the board as she could help make their ideas of communication a reality*
  - *Robin asks the chapter meeting to vote for Tanja's Candidacy*
    - *16 voted in favor*
    - *1 abstained*
    - *1 against*
  - ***Tanja Richter is found to be elected as the Communication Manager of the PhD Chapter on the condition that she becomes THS member before starting the position.***
- vi. By-election of Council Coordinator (board member) – July 2020 until December 2020 (given resignation is approved)
- *Robin asks if anyone in the chapter meeting would like to motion for nominations for the position of Council Coordinator Manager.*





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- *No motions filed.*
  - *Saiman Ding (a nominee for the council coordinator's role) introduces herself to the chapter meeting.*
  - *The chapter meeting asks questions to Saiman.*
  - *Emma helps Robin to send Saiman into the Breakout Room.*
  - *A discussion about Saiman's candidature occurs in the chapter meeting beginning with Robin reading out the statement from the Nomination Committee's report*
    - *Based on her qualities displayed at the interview. Saiman had insights into the working of the PhD school councils from her previous experience working with CBH council. Furthermore, she had representational experience with docent committees and future faculty errands. She showed interest in mediating with councils, establishing more collaboration with the councils and lifting up good experiences.*
  - *Robin asks the chapter meeting to vote for Saiman's Candidacy*
    - *16 voted in favor*
    - *0 abstained*
    - *0 against*
  - ***Saiman Ding is found to be elected as the Council Coordinator of the PhD Chapter.***
- vii. Election of Education Manager (board member) - July 2020 until June 2021
- *Robin asks if anyone in the chapter meeting would like to motion for nominations for the position of Education Manager.*
    - *Mohit Daga moves the motion open up for free nomination.*
    - *Motion approved by acclamation.*
  - *Robin declares that the motion passed and it is now open for free nominations.*
    - *No nominations received.*
- viii. Election of Webmaster (board member) – July 2020 until June 2021
- *Robin asks if anyone in the chapter meeting would like to motion for nominations for the position of Webmaster.*
    - *Tage moves a motion to open for the position of the Webmaster.*
      - *Discussion ensues at the chapter meeting*
      - *Tage withdraws the motion.*



b. Chapter Functionaries:

i. By-election of Master of Ceremonies (one of two positions) – until December 2020

- *Robin asks if anyone in the chapter meeting would like to motion for nominations for the position of Master of Ceremonies*
  - *Mohit Daga motions to open up for free nominations .*
    - *Motion approved by acclimation.*
- *Mohit Daga nominates Inês De Miranda De Matos Lourenço for Master of Ceremonies.*
  - *Nomination accepted by Inês*
- *Inês introduces herself*
- *Emma helps Robin to move to Inês to a Breakout Room.*
- *Discussion ensues in the Chapter Meeting*
  - *Emma notes that Federico's position is going to end in June 2020.*
- *Robin asks to vote the chapter meeting in favor of Inês in the condition that Inês accept to be the sole Master of Ceremonies until a person is elected for the other vacant position (which can be done earliest at the next Chapter meeting).*
  - *10 yes,*
  - *3 abstained,*
  - *3 no*
- *Ines accepted the position as a Master of Ceremonies*
- ***Inês De Miranda De Matos Lourenço was found to be elected as a Master of Ceremonies***

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*Deniz Left the meeting.*

*Emma opened the election for a new Minute Checker as per 1.e.*

*Alessandro nominated himself.*

- *Alessandro was elected to be the new minute checker, by acclamation.*

ii. By-election Nomination committee (max two positions) -until December 2020

- *Mohit (a nominee for Nomination committee) introduces himself.*
- *Sina Sheikholeslami moves to open up for free nomination of the position of Nomination Committee member.*
  - *The motion was approved by acclamation*

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- *Sina nominates himself to be a member of the nomination committee.*
  - *Sina introduced himself for the meeting.*
  - *Emma helps Robin to move Mohit and Sina to a Breakout Room.*
  - *Discussion about the two nominations follow in the Chapter Meeting.*
  - *Robin asks the chapter meeting to vote on the election of Mohit and Sina as a group as nominating committee members,*
    - *Sina and Mohit are found elected by acclamation.*
  - *Mohit Daga and Sina Sheikholeslami were elected as the members of the nominating committee.*

**5. Additional issues and information [20:03]**

**a. Supervisor of the Year Award**

- *Emma informed the new addition of the Supervisor Year Award and encouraged the chapter meeting members to nominate their supervisors.*

**6. Meeting closing [20:08]**

Meeting Chairperson: Emma Riese

Signature: Emma Riese

Meeting Secretary: Mohit Daga

Signature: Mohit Daga

**Minute Checkers**

Deniz Yildiz

Signature: Deniz Yildiz

Alessandro Enrico

Signature: Alessandro Enrico



# Activity Report 2019/2020



Baserat på verksamhetsplanen antagen av Doktorandsektionens styrelse den 12 september 2019, updaterades 27 februari 2020 och gäller till 30 juni 2020.

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Based on the operational plan enacted by PhD chapter board on the 12 of September 2019, updated on 27th of February 2020, and shall henceforth be valid till 30 June 2020 unless amended, replaced or repealed.

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## Document History

| Version           | Description, By  | Date       |
|-------------------|--|------------|
| Dr2019-CP-01      | Created by Emma Riese and Tage Mohammadat  | 2019-08-16 |
| Dr2019-CP-01/0001 | Updated after board meeting n.2 by Emma Riese and Tage Mohammadat                      | 2019-08-30 |
| Dr2019-CP-01/0002 | Actionable formulation created for board meeting n.3 by Emma Riese and Tage Mohammadat | 2019-09-05 |
| Dr2019-PB-02/0000 | Enacted by Chapter Board   | 2019-09-12 |
| Dr2019-PB-02/0002 | Editorial revision   | 2019-09-15 |
| Dr2020-PB-02/0001 | Updates based on workshop with the new board   | 2020-02-27 |

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## Nomenclature

KTH: Kungliga tekniska högskolan (The Royal Institute of Technology)

FR: Fakultetsrådet (The faculty council)

US: Universitetstyrelsen (The university board)

THS: Tekniska högskolans studentkår (KTH student union)

Dr/THS: Doktorandsektionen vid Tekniska Högskolans Studentkår (PhD chapter at KTH)

KS: Kårstyrelsen (The union's board)

KL: Kårledning (The union's management team)

KF: Kårfullmäktige (The union council or the general assembly)

CFU: Chef för utbildningsinflytande (Head of educational affairs)

PAD: Program ansvarig doktorand (PhD student representative for the program)

DrInK: Doktorand Integrerade Klubbmästeriet (Master of ceremonies group)

SFS: Sveriges förenade studentkårer (The Swedish National Union of Students)

SSCO: Stockholms studentkårer centralorganisation (Stockholm's student unions central organisation)



## Background

The objectives of the PhD Chapter are to promote more effective and higher quality PhD education and research, promote a stimulating working environment and improve the general conditions for its members. The PhD Chapter should also work towards a greater unity and fellowship among its members.

The purpose of the operational plan is to guide the executive work of the board of directors throughout the operational year 2019/2020. The operational plan has been prepared using the input of previous board and refined during the introduction day for operational year 2019/2020 held on the 14th of August 2019. All elected board members **Emma Riese**, **Tage Mohammadat**, **Rinat Yapparov**, **Alessandro Enrico** and **Kasra Khatami Mashbadi** participated in the development of the operational plan. In addition, **Ksenia Loskutova**, PhD Chapter representative in the union council/Kårfullmäktige (KF) also participated. A second workshop was held 12/2 2020 with the board members of spring 2020: **Emma Riese**, **Mohit Daga**, **Alessandro Enrico**, **Lorenzo Marchetti**, **Karl Johan Westrin** and **Tharagan Kumar**. During the workshop changes and updates were proposed and discussed, which led to this new version of the operational plan.

## Focus Areas during 2019/2020

### Visibility and social events

Last year 2018/2019, the PhD Chapter focused on visibility and organized lots of events, such as board game nights, writing workshops and quiz nights. The PhD Chapter also sent out newsletters through emails and used Facebook and Instagram to advertise events. However, the PhD Chapter work that was not social was not as clearly communicated and visible aside from the website. This year's focus is to improve the visibility of chapter work.

#### Done:

- Organizations: External Representation & contact in/with THS councils, KTH labour unions, Stockholm's doctoral associations.
- Members: Newsletter - Fall/2019, Winter 2019, Spring 2020, Summer 2020
- Pubs & chapter events October 2019 and December 2019.



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- School councils: Meeting Councils
  - Public: Improvement of website and communication on Facebook
  - Sport event (Ice skating December 2019)
  - Virtual AW and Fika

To do:

- Organizations: Continue external Representation & contact in/with THS councils, KTH labour unions, Stockholm's doctoral associations.
- Members: Pubs & chapter events (canceled or moved to virtual alternatives since mid March due to COVID-19); Regular posts on social media
- Public: Improvement of information on website and communication on Facebook
- School Council: Educational bootcamp (postponed due to COVID-19, if the new board wishes it can hopefully be done during fall)

### **Creating a stronger community**

Not all PhD students have lots of colleagues in their research field, and being a PhD student could be experienced as lonely for some. The PhD Chapter should aim to tie together all PhD students and create a friendly environment for all PhD students. The PhD Chapter would like to continue to work with offering social events for all PhD Chapter's members. We are also collaborating with PhD students from Stockholm University, Karolinska Institutet, Handelshögskolan i Stockholm och Södertörns högskola, to be able to share experiences and maybe even offer events together.

Done:

- Collaborative event with PhDs in Stockholm - September 2019
- Chapter event with board games and Pub - October 2019
- Chapter event with Christmas theme and Pub - December 2019
- Chapter meeting and pub March 2020

To do:

- 40th anniversary pub - could not be done due to COVID-19, hopefully a celebration can take place in the fall.
- Stockholm's doctoral event - May 2020 - Postponed, could be picked up again during the fall.
- Chapter event with board games and Pub - May 2020 - Due to COVID-19, the chapter meeting is going to be virtual



#### **Welcoming new PhD students**

As part of the chapters responsibility towards new members, the PhD Chapter should work to welcome new doctoral students through participating in reception ceremonies and sending a welcoming letter to all newly admitted PhD students. We could also work towards being represented in introduction meetings, if they are given especially for PhD Students.

#### Done:

- Welcome letter drafted.
- Circulating the letter to respective officials.
- Initiated a collaboration with THS International Reception, to also include PhD students.

#### To do:

- Plan and conduct THS international reception event during the reception in August

#### **Supervisor of the year award**

The PhD Chapter is turning 40 years the 24th of March and this will have to be acknowledged. Our initial idea was to arrange some sort of Birthday celebration and invite members of the PhD Chapter as well as members from other chapters and PhD students from other Universities. But due to the lack of an event manager, we decided to instead of a party established an award to promote good supervision at the third cycle level at KTH.

#### Done:

- Pre-discussions on possible venues and arrangements for a Birthday party.
- Rules are drafted for the Supervisor of the year award.
- We posted about the Birthday on Facebook and our website.
- Instead of a Birthday party during spring 2020, the board has decided to establish the "Supervisor of the Year" award, to promote good supervision in third cycle education.
- PhD Chapter board has finalized the rules for the award and are now waiting for a response from KTH Ceremonies regarding the application to initialize it. Feedback is expected after 3rd of June.

#### To do:

- Establish the Supervisor of the Year award.

#### **Collaborations**

The PhD Chapter shares the Chapter hall together with the **Aerospace Chapter**, and therefore should have good collaboration with the Aerospace Chapter on all matters concerning the Chapter hall (such as pubs and events).

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Done:

- Pre-agreements on 4 pubs and chapter events
- Pre-agreements on monthly pubs for Oct, Nov, Dec.
- Monthly pub on Oct, Nov

To do:

- Monthly pubs on March- Canceled pubs during the spring semester due to COVID-19.

## Educational Advocacy

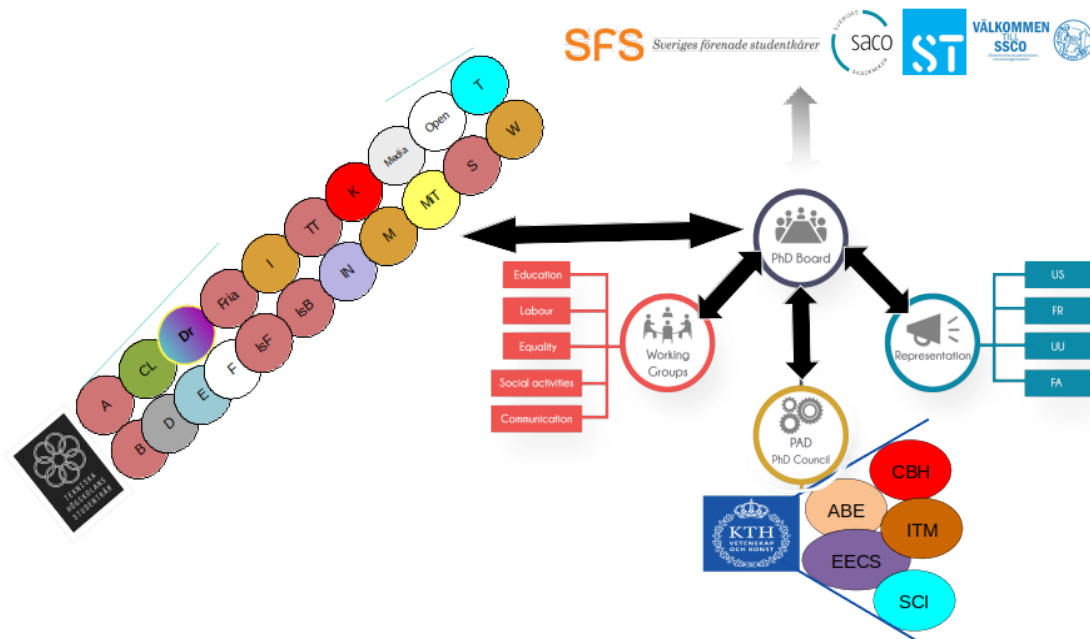
### **Doctoral students influence on every level**

The PhD Chapter is part of the student union at KTH (THS - Tekniska högskolans studentkår). THS is responsible for student influence at all levels of education, including third-cycle education. Since the PhD Chapter is the only chapter at the student union that exclusively organizes and represents PhD students, the chapter should work with THS such that doctoral influence is working in a bottom-up approach at all levels and forums affecting research and research education. The PhD Chapter should also work together with THS central, KTH Doctoral councils and **PhD Advisor**, to lift up issues in a more effective way.

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Done:

- Referral on THS delegation order
- Request for new policy draft for time compensation, currently a discussion point in FU (Forskarutbildningsutskottet). The working group was appointed in December, but the work has not started yet.
- Updated of PM on guide on representation
- Feedback given on an initial draft of the Language policy.

To do:

- School Council: Educational bootcamp (postponed due to COVID-19, if the new board wishes it can hopefully be done during fall)
- Contribute to the working group regarding time-compensation.

**Sustainable engagement**

One of the challenges for the PhD Chapter is to ensure a **sustainable engagement**. We need to make sure that it is possible to be engaged in the PhD Chapter in a sustainable way by ensuring that all representatives at all levels are getting **sufficient time compensation**. This is a crucial part in making sure that our representatives are not forced to work overtime due to their representation

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role. Being a representative should not add any additional psychological or study burdens and be grounds for a prolongation.

#### Done:

- PM on working directives detailing communication
- PM on representatives with time compensation for HT19 as work baseline.
- Request for new policy draft for time compensation, currently a discussion point in FU (Forskarutbildningsutskottet). Working group was appointed in December, but the work has not started yet.

#### To do:

- School Council: Educational bootcamp (postponed due to COVID-19, if the new board wishes it can hopefully be done during fall)
- Contribute to the working group regarding time-compensation.

### Communication and transparency

All representatives have a responsibility towards the doctoral students at KTH they represent at large to be transparent about their work. In order for the student influence to be truly working, **communication** between the local levels, from each PAD (program responsible representative, programansvarig doktorand), to the school councils (doktorandråd) to the central level the PhD Chapter is necessary. All representatives should also be confident about what their role entails and who to contact if they need advice or assistance. The PhD Chapter should be informed and approve all appointments for all local and central representation and also offer support for representatives. For central representation, the PhD Chapter should have a possibility to appoint representatives and keep THS informed about appointed representatives.

#### Done:

- New clause on PM on working directives detailing framework for communication
- Slack-channels between the PhD Chapter board and all school councils have been established.

#### To do:

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### Synchronisation with school councils and PADs

In 2018/19, the chapter enacted a new board member definition in which one of the board members has the role **Council coordinator**. This is one step towards getting the communication between the local and central level to work more smoothly. During 2019/2020 the PhD Chapter board shall plan to specifically invite school councils chairs to take part in board meetings and

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### PhD Chapter at KTH

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chapter meetings. We also plan to work together with THS central to unify how PADs are appointed and develop a work description for a PAD.

#### Done:

- Meeting with EECS council
- Meeting with ABE council
- Meeting with ITM representatives
- Meeting with SCI representatives
- Meeting with CBH council
- Central elections for councils
- Meeting with the presidiums of each school council 2020 (all except ITM)

#### To do:

- Continue to have an ongoing dialogue with school council representatives and be present at council meetings when possible.

### External Collaboration

During 2018/2019 the PhD Chapter started a collaboration with PhD organizations from Karolinska Institutet (KI) and Stockholm University (SU). A network that meets and discusses questions and exchange experiences regarding doctoral issues. The PhD chapter should continue to collaborate with doctoral organisations in Stockholm and Sweden to exchange best practices and strengthen the collective voice of doctoral students in Sweden.

#### Done:

- Established a new collaboration with Stockholm's school of economics for a Pub in September 2019.
- Formulating strategies for future collaborations. For example, setting up some formal grounds.
- Hosted meeting at KTH in February 2020.

#### To do:

- Continue the collaboration and possibly host an event together, there was a plan to have an event in May, but we decided to postpone it until earliest in the fall.

### Survey to identify issues

During 2018/2019, the previous board started to develop a survey to be sent out to all PhD students at KTH, with questions regarding PhD life, such as supervision, Individual study plans

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## Minutes



PhD Chapter at KTH

(ISPs), balance between work and private life and distribution between thesis work and course work. This was done with the objective of identifying common issues and getting the general opinion from the PhD students. Distributing a survey with the PhD Chapter as the sender would also be one way to improve visibility for the chapter, as well as getting input from the Chapter members on the work of the Chapter. This survey was however not distributed during 2018/2019 and the current board had it distributed in December 2019. During spring semester 2020 the PhD Chapter board will work with analysing and reporting of the results.

### Done:

- Draft for the survey was made and reviewed.
- Circulated to doctoral students with a registered study activity in Ladok during fall semester 2019 (around 1400 PhD students).

### To do:

- Analyze/summarize and present the data, initial report will be presented at the Chapter meeting 27th of May.

### PhD students' environment

The PhD student ladder is currently based solely on research progression, not on time spent. The requirements for moving up the salary ladder could also differ between different research fields and education programs. For instance, to move to the 50% step, some require PhD students to have a seminar with an internal or external opponent, and some require the PhD student to write and defend a Licentiate thesis. The PhD Chapter should advocate to have a consistent progression criteria preferably based on time that also incentivise accomplishments.

### Done:

- A survey was made with Stockholm's doctoral associations on the matter and identified the practices at Stockholm's university and Karolinska Institute to be similar to the spirit of this formulation.
- Pre-discussions were raised at labour union ST at SACO on the matter in September. An inquiry to the respective salary negotiation groups. Both SACO and ST share concerns on the system and to various degrees agree with PhD chapter stance. ST assessed that the question is mainly a quality question and not strictly a salary increase issue usually discussed during 'lönerevision' meetings. As such it can't be brought up during this year salary review meeting for the collective agreement meeting concerning PhD students' salary ladder. According to ST representatives, the earliest this issue can be

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# Chapter Meeting no 4 – May 27th 2020

## Minutes



PhD Chapter at KTH

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brought up during spring-fall 2020.

SACO explained that the issue had been discussed for a while, but what is in this year's proposal is 500SEK increment on 24th Oct meeting, and all other questions are postponed to next year's meeting.

- This was also discussed during a third cycle education committee meeting (Forskarutbildningsutskottet) 17/4, raised by one of the FAs.

To do:

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