



Place: <https://kth-se.zoom.us/j/69633360195>

Time: 17:00-18:50, January 12th 2021

§1. Opening formalities [17:00-17:05]

- a. Meeting opening
After verifying quorum and summon order as per statutes, “§3.7. Conduct of Business” and clauses of working directive “§23. Board meetings,” the meeting was declared opened at 17.05.
- b. Invited: chapter board, head of educational affairs and chapter auditors
Attendees: Deniz Yildiz, Federico Izzo, Gloria Samosir, Inês Lourenço, Jasmin Höglund Hellgren, Saiman Ding, and Sofia Broomé
- c. Choice of meeting chairperson
Gloria is proposed and chosen as the meeting chair.
- d. Choice of meeting secretary
Deniz is proposed and chosen as the meeting secretary.
- e. Choice of meeting minutes checker
Sofia is proposed and chosen as the meeting minutes checker.
- f. Approval of meeting agenda
The agenda was approved with the addition of §2.c.ii.
- g. The latest protocol checking and signing
The latest protocol has been signed and uploaded.

§2. Reports & updates [17:05-17:20]

- a. Board reports
Board reports are attached to the minutes.
- b. THS central (KL/KS) and KF
THS president mentioned that he had a meeting with KTH regarding the budget proposition. We have not yet received an update regarding this. However, Gloria will follow up. There is another meeting with THS Management on January 22nd, 1-2 pm, where we might hear more. Any board member is welcome to attend this to initiate general dialogue regarding various PhD Chapter issues. There is one new CFU in THS management. Agnes is still a CFU.
- c. From KTH Central Organizational Bodies
 - i. FA-PA Network Meeting



Jasmin, Gloria, and Sofia attended this meeting. It was about the KTH Alumni Survey and cross-school PhD courses. The Alumni Survey portion of the meeting presented the preliminary results of the survey, by Alice Eklund. A full report will be provided as a follow up. It would be a good improvement to have a comparison and analysis of the data with previous years. In addition to this, a splitting of the data across KTH schools in order to define school specific results would be useful. There is an impression that the second portion of the meeting was a bit inefficient, since the course presentations took place in small breakout rooms. In the meeting, there was a lack of attendance of FA/PA. In the previous meetings more FA/PAs were present. It is important to have FA/PAs present for the sake of PhD representation.

- ii. Time compensation workgroup meeting 19/1 13.00-14.00: substitute for Sofia is desired

Federico will substitute for Sofia in this meeting if the workgroup agrees.

§3. Decision points [17:20-17:50]

- a. Appointments for doctoral student representatives:

- i. [Faculty Council](#) (Sv: Fakultetsrådet, FR)

Federico Izzo is appointed as the doctoral student representative for the Faculty Council.

- ii. [Board of Education](#) (Sv: Utbildningsnämnden, UN)

Jasmin Höglund Hellgren is appointed as the doctoral student representative for the Board of Education.

- iii. [Appointments Board](#) (Sv: Anställningsnämnden, AN)

Federico Izzo is appointed as the doctoral student representative for the Appointments Board.

- 1. Future Faculty coordination ([promotion board](#) Sv:

Befordringsnämnd; [recruiting committees](#) Sv:

Rekryteringskommittér; [docent committees](#) Sv: Docentkommittér)

Federico Izzo is approved to be the main board member responsible for coordinating future faculty errands.



As a side note, regarding issues of conflict of interest, the following document can be used as a reference:

<https://intra.kth.se/en/anstallning/anstallningsvillkor/att-vara-statligt-an/jav-1.27150>

iv. Scholarship Committee (Sv: Stipendierådet)

Inês Miranda de Matos Lourenço is appointed as the doctoral student representative for the Scholarship Committee.

v. Language Committee (Sv: Språkkommittén)

Gloria Samosir is appointed as the doctoral student representative for the Language Committee. She replaces Sofia Broomé in the committee from now on.

vi. Stockholm Trio

Deniz Yildiz is appointed as the doctoral student representative for the Stockholm Trio.

b. Preliminary schedule of Board Meetings and Chapter Meetings for Spring 2021

The schedule is approved by the board.

§4. Discussion points [17:50-18:50]

- a. Operational Plan 2020/2021 and Activity Report: what to pursue, what to revise
- Some updates to communication are proposed. Creation and distribution of physical guides and fliers can be de-emphasized, while improvement of the website can be highlighted more. The idea regarding a seminar or workshop for PhD representatives is still seen as important. The details of this event should be updated, again to de-emphasize the onsite aspect. For any event plans, alcohol license and venue aspects need to be updated according to the current COVID-19 restrictions. There are several suggestions for initiatives and events appropriate for the current situation. For example:
- An online competition/quiz with a gift for the winning group
 - Gift of food in a COVID-19 safe context, or a gift coupon for food, to be shared in a virtual meeting.
 - Hosting online board game events



- A lot of PhD students are under a lot of emotional pressure due to the COVID-19 crisis. Saiman proposed a sharing/support group meeting, which could perhaps be kept anonymous if possible.

With regard to professional development, there is interest in organizing an alumni event.

- b. Feedback and reflections on Fall 2020: communications, collaborations, what worked well, what to change

Sofia suggests that we avoid producing overly formal PMs for matters where they are not necessary or asked for, since that style of communication can come off as off-putting when we collaborate with KTH. It can also mean unnecessary work, especially if no one reads these documents. It is still important to be persistent in the communication of doctoral issues, but this can be done in a way that is less solemn and verbose, and more succinct and accessible.

Board members gave feedback regarding their experiences of internal communication. Inês expressed that she found the events and communication aspects of 2020 to be effective.

- c. Expectations for Spring 2021: sustainable engagement, workstyle, synergy, overarching goals

Deniz suggests improving the social context for the board in the sense that teamwork and team spirit can be uplifted.

Sofia suggests that we avoid producing overly formal PMs in the future, as elaborated on in 2b.

Gloria suggests that we should continue with our activity on social media, especially on Facebook, even without a communication manager. Inês would like to revive the PhD Chapter Instagram account.

Sofia proposes that the font of the “PhD Chapter, Doctoral Students’ network” text seen on for example the Chapter Website header and on Facebook be changed as a first step -- because it looks, again, in her view, overly solemn. Other than that, the board will look into hiring a web-designer to make larger changes to the website.

- d. Use of general PhD Chapter Google Calendar to schedule and track ongoing activity in different areas



Gloria proposes active use of the Google calendar to make an overview of simultaneously ongoing Chapter activities and render them more accessible and visible for the board members.

e. Council Coordination

- i. Organize meeting with the newly appointed school council chairs to inform them of the decision organs that doctoral students have representational right to (*Executive group; Strategic council; School assembly* [Sv. Skolkollegium (SK)]; *Quality council for doctoral studies (i.e. FA+PA meeting); any decisional committee at school level that can have impact on doctoral studies - see [Guide on Representation pp.56-61](#)*).

Federico elaborates on the idea of holding a meeting with school council chairs. It would be aimed at enhancing the understanding and the engagement of doctoral student representation for the school councils. It is important that school councils are at least aware of the range of forums in which doctoral students have a right to a representative.

- ii. Organizing seminar/workshop for doctoral student representatives for Spring 2021 (Blueprints from 2016: [The PhD Bootcamp](#); [PPT presentation](#); [Local representation](#))

We collectively feel ready to proceed with this activity. Gloria will initiate this with Ingrid Iliou.

§5. Meeting closure [18:50]

Gloria declared the meeting closed at 19:07.

Protocol,
Meeting chairperson: Gloria Samosir

Signature: _____

Secretary of the meeting: Deniz Yildiz

Signature: _____

Minutes checked by: Sofia Broomé

Signature: _____

Board Meeting no. 11 – January 12th 2021

Minutes



PhD Chapter at KTH

Doktorandsektionen vid Tekniska Högskolans Studentkår

Drottning Kristinas väg 15 – 10044 Stockholm

www.dr.kth.se



Attachments

Attachment: Board Reports

Written reports before the meeting

| | |
|-------------------------|--|
| Inês Lourenço | N/A |
| Federico Izzo | No |
| Jasmin Höglund Hellgren | Attended FU-nät meeting on 18/12, 2h. |
| Saiman Ding | Work on time compensation and supervisor-award |
| Sofia Broomé | Attended FU-nät meeting on 18/12, 2h. Dec 21st, 11-12. Meeting 1 with the KTH committee for suspected deviation from good research practice (quite some material to go through before). Jan 11th 12.30-15.10. Meeting 2 with the KTH committee for suspected deviation from good research practice, "hearing" of the different parties. Week 2: will continue to work on the report/statement from this errand together with the rest of the committee. |
| Deniz Yildiz | I was on vacation. |
| Gloria Samosir | 17/12 Meeting with Mohit 18/12 FA-PA Network Meeting 05/01 Presidium checkin meeting with Federico Various email errands and correspondences. |