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

Time: 17:00-18:10, March 22nd 2021

### §1. Opening formalities [17:00-17:02]

- a. Meeting opening  
*After verifying that quorum has been met, the meeting is opened at 17:00.*
- b. Invited: chapter board, head of educational affairs and chapter auditors  
*The meeting was attended by Gloria, Federico, Sofia, Inês, and Deniz.*
- c. Choice of meeting chairperson  
*Gloria is appointed meeting chairperson.*
- d. Choice of meeting secretary  
*Sofia is appointed meeting secretary.*
- e. Choice of meeting minutes checker  
*Inês is appointed meeting minutes checker.*
- f. Approval of meeting agenda  
*The agenda was approved.*
- g. The latest protocol checking and signing  
*The latest protocol has been signed and uploaded.*

### §2. Reports & updates [17:02-17:38]

- a. Board reports  
*Board reports are attached to the minutes.*
- b. THS central (THSxDr)  
*The following topics were brought up: The 1MKr budget has been signed and approved for the PhD Chapter according to Charley. There is ongoing discussion on how it will be given, if all at once or in separate parts.*  
*Feedback from Ävelin about the Chapter meeting: she thought it was well conducted.*  
*Breddad rekrytering initiative: THS will write a report (studentinlaga) based on KTH's report on this issue. Feedback from the PhD Chapter board is welcome.*
- c. From KTH Central Organizational Bodies
  - i. Workgroup "Time Compensation for Doctoral Students' Commission of Trust Assignments"  
*A powerpoint has been finalized by the workgroup, and will be presented at the Third Cycle Education committee tomorrow (Tuesday 23rd). The workgroup suggests that the student representation work should be*



- percentage-based. Solutions to make possible commission-of-trust work of industrial- and scholarship students are proposed.*
- ii. Strategic Council (sv. Strategiskt Råd, SR)  
*Breakout room discussions. Gloria was in the same room as Leif, Sandra (head of school of SCI), and Mikael (head of school of CBH). The first topic was the future of education (framtidens utbildning). The breakout group particularly focused on digitalization. There's a view that we should be careful not to take digitalization for granted. There appears to be evidence that the lack of in-person meetings and collaborations over the past year has reduced the quality of education, including at the third cycle level. The second topic: life-long learning (livslångt lärande), which entails offering courses with more flexible formats, targeted toward non-traditional students (e.g. people in different stages or situations in life). The question arose of where the resources would come from to cover these types of courses; would it involve existing teaching staff or require new teaching resources? In the case of doctoral education, a fundamental concern remains a dearth of courses at the third cycle level. So this needs to be considered if doctoral courses are meant to be part of the life-long learning initiative as well.*
- iii. Ethics Committee (sv. Etikutskottet)  
*It was discussed what routines the ethics committee should have for "rådgivande yttranden" (~advisory statements) on ethical aspects of research. We also discussed one such case that had come in. And further discussed another case related to export control, but where a decision had already almost been taken. KTH should be able to provide support in ethical questions for researchers, where the ethics committee is one such instance, mainly through Fredrik Karlsson. Although the final responsibility always lies on the researcher.*
- iv. Grants Committee (sv. Stipendieråd)  
*Inês attended this meeting. The scholarship requests sent by students were discussed and evaluated. Other topics were how to get funding for 2021, the possibility of a fundraising for international students, and the aim to increase the minimum level from 500kr/student to 2000kr/student.*
- v. Faculty Council (sv. Fakultetsråd, FR)  
*Usually 4h long, and at the end of this meeting there was a discussion about the length. Topics interesting for the doctoral student body: KTH alumni student survey has been presented to FR as well (previously UN and FU).*
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*Breddad rekrytering (broadened recruitment), again: a reading group will be started with members both from FR and FU. Continuous development of doctoral programmes, in relation to quality dialogues (QD) (happening at the end of April). Federico and Agnes will have access to the reports written by the programme directors (PAs) before they are brought up at the QD. They could then turn to other people for opinions about it. The next FR meeting (taking place in June?) will invite the chairs of the school assemblies and the president. This meeting will also be about broadened recruitment.*

vi. Stockholm Trio

*Gloria attended, substituting for Deniz. The preparatory documents included student well-being. Instead the main discussion topic became extension routines for COVID-19-related delays at other universities (specifically, Stockholm University, SU). It seems that SU has a more elaborate extension routine than KTH. PhD students need to fill out a form, attached as an appendix to their ISP, about these kind of delays, which also requires them to specify how they tried to work around their delays. Other than Gloria, there was the vice-president for education present as the KTH representative.*

vii. SFS-DK: Follow up on the meeting "the doctoral education in the corona pandemic"

*Gloria attended. The meeting had two parts in the form of group discussions: 1) discussing "Hur mår doktoranden?" and 2) the state of covid-related delays and extensions. For 1), for example the use of the ISP, which is still inconsistent across different departments at different universities (which is detrimental when the ISP becomes the reference document for formal decisions); the need for a national-level information source about doctoral students' rights, in order to avoid 'systematized myths' were brought up. Luleå Tekniska Högskola has an introductory course to inform new doctoral students of their rights and responsibilities. For 2), Pil (chair of SFS-DK) continues to advocate for a two months blanket extension. The outcome of this is not certain. The report from the meeting on Feb 2nd has been released. As a side-note, it is brought up at our meeting that this report contains good hands-on advice to faculty for how to try to improve the research environment in a remote setting.*

viii. Sustainability Office Academic Reference Group (sv. Akademiska Referensgruppen)



*Deniz has met with this group. The sustainability goals of KTH for 2021 have been established. They have taken feedback into consideration given by Deniz regarding the somewhat overly “metrics” attitude to sustainability in research, (for example, a minimum number of publications on sustainable development has previously been proposed). The position of vice-president for sustainability is currently vacant, which makes the leadership on this matter a bit unclear for the moment. We want to be world leaders of sustainable development, but the sustainability office is wondering how this should be achieved concretely. According to a newly introduced ranking scale we did well in 2019, perhaps because it was new, and the year after we did not do as well. Again, the ‘metric approach’ is perhaps not the right way to go, in Deniz’ view.*

**§3. Decision points [17:38-17:52]**

- a. Substitute appointment for Third Cycle Education Committee (sv. Forskarutbildningsutskottet, FU), Tuesday 23rd 14:00-16:00.  
*Gloria is appointed.*
- b. Potential substitutions for the Faculty Council (sv. Fakultetsrådet, FR)  
*Federico is looking for a substitute. Sofia is preliminarily interested.*
- c. Appointment for Workgroup on “course administration for PhD-studies”, discussing admission to PhD-courses, ladok, administration, etc. In Swedish.  
*Kian, the chairperson of the SCI council is interested. However the workgroup has currently been put on hold due to overloaded administrative personnel and sick leaves.*

**§4. Ratifying per capsulam decision [17:52-17:54]**

- a. Background: On March 2nd, the PhD Chapter Board took a per capsulam decision on the following:

“ suggested division of editing rights to the Chapter website

- Admin: Board members

- Subscribers: Chapter Functionaries (MC, WoP, NC), members of KF, School Council representatives

This would override the point 4b in [the minutes of the board meeting 10 of December 17th 2020.](#)”

The decision was approved through a majority of five votes.

*The board agreed that the way it is written out in these minutes is an accurate description (five out of five present). The board ratified the decision.*



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**§5. Discussion points [17:54-18:17]**

- a. Labor union matters
  - i. Saco-S annual meeting on March 23rd (5PM)  
*Deniz will attend. Great in general to attend if you are a member of Saco and a doctoral student to represent.*
  - ii. Scope of engagement between the PhD Chapter and labor unions  
*We are two different organizations, and do not necessarily need to take on the same topics. At the same time, we share important common interests (e.g. improving the condition of PhD students), so it often makes sense to be in active conversation with each other. The hybrid status as students vs. status as employees. There is a collaboration between Saco and the doktorandombudsman. In Deniz' view, it would be very fruitful to have a collaboration between the PhD Chapter and Saco. The board agrees.*
  - iii. Possibilities to increase involvement of PhD student representatives in the doctoral salary negotiations?  
*There will be a discussion among the council chairs, where this is one of the proposed topics. Voices are raised that want to know how the negotiations came about that only resulted in the 500 SEK raise for the 30% step. To what extent were the perspectives of doctoral students sought and incorporated in these negotiations? Often, the Saco representatives are not students. The PhD Chapter will seek to be more proactive in encouraging KTH PhD students to join the labor union board so that they are represented there. However, it is important that any student who joins the board has suitable experience and/or receives proper training in the relevant areas (e.g. negotiations).*
- b. Gender and Diversity issues:
  - i. Funding for WOP initiative -- private screening of the documentary "Picture a Scientist"  
*Propose to arrange the screening for all, and not only female or female-identifying students. It will be a virtual screening. How to increase participation: food, giftcard, raffle are discussed. A decision about the budget will be taken at a later point. Gloria and Inês are interested in contributing.*
  - ii. Climate Survey on Gender and Diversity issues pertaining to PhD Students  
*Tabled.*
- c. Proposal on a series of meetings with Council Chairs plus guests to talk about representational issues.  
*This idea came up at the Chapter Meeting and there was clear interest from the*



*chairs present for such an initiative. This could be instead of the half-day education day. To keep it in several meetings with guests, for example from HR or from a labor union. Once we are up and running we could invite more council members as well.*

**§6. Meeting closure [18:17]**

Protocol,  
Meeting chairperson: Gloria Samosir

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

Secretary of the meeting: Sofia Broomé

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

Minutes checked by: Inês Lourenço

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



# Attachments

## Attachment: Board Reports

Written reports before the meeting

Sofia Broomé	<p>Ethics committee on March 9th: We discussed what routines the ethics committee should have for "rådgivande yttranden" (~advisory statements) on ethical aspects of research. We also discussed one such case that had come in. And further discussed another case related to export control, but where a decision had already almost been taken. KTH should be able to provide support in ethical questions for researchers, where the ethics committee is one such instance, mainly through Fredrik Karlsson. Although the final responsibility always lies on the researcher.</p> <p>Workgroup on time compensation March 11th: Shorter wrap-up meeting because one member had a sick child. The rest was held on email, with final feedback to the presentation for march 23rd. * The group has agreed on a proposal. Percentage based is recommended. The schools together with THS will decide on how many council members are needed for each school apart from the chair and vice-chair, and how much work will be prognosed for each, when the time comes. We will wait for feedback from the Faculty council and then meet again within the group on March 25th. * I think it is a positive thing if the elections announce a fixed number of positions for the councils. It would make being in the council more attractive, along with making the expectations of the undertaking more clear = reduces stress as well.</p>
Inês Lourenço	<p>Attended the Stipendierådet meeting on 22nd March. Evaluated the scholarship requests and discussed topics from possible fundraising for international exchange students, to funding for 2021. Discussed raising the minimum scholarship amount from 500kr to 2000kr, and finished with a proposal for changing the name to KTH Stipendierådet.</p> <p>Continued the preparations for the Supervisor of the Year award: Printing the final acknowledgement letters to send physically, finishing the e-mail to the winner and the text for communication of the winner in the social networks, as well as three drafts of the diploma.</p>
Deniz Yildiz	<p>- Planning for a movie screening. Wish to discuss costs and event concept. - Attended gender gap seminar at SU</p>
Gloria Samosir	<p>25/02 Presidium meeting 26/02 Presidium meeting</p>



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	<p>26/02 Meeting Stockholm Trio 04/03 Presidium Meeting 05/03 eISP Focus Group Meeting 08/03 Chapter Meeting 12/03 Presidium meeting 16/03 Strategic Council Meeting 19/03 FU pre-meeting with THS CFU Agnes 19/03 THSxDr Meeting between PhD Chapter Board and THS Management 19/03 Presidium meeting 22/03 Meeting with Sofia regarding time compensation workgroup</p> <p>Other errands and correspondences:</p> <ul style="list-style-type: none"><li>- PhD Chapter newsletter</li><li>- PhD Chapter meeting preparations</li><li>- Inquiries about the most recent doctoral salary ladder agreement</li><li>- Inquiries about problems related to the COVID-19 extension routine</li><li>- Initiation of School Council Chairs meeting</li><li>- Communications regarding the supervisor of the year award</li></ul>
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