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Place: <https://kth-se.zoom.us/j/69303912368>

Time: 17:00-18:00, October 18th 2021

### §1. Opening formalities [17:05-17:10]

- a. Meeting opening  
*Federico (Chapter Vice Chairperson) opened the meeting at 17:05.*
- b. Invited: chapter board, head of educational affairs and chapter auditors, head of WOP  
*Attendees: Federico Izzo, Inês Lourenço, Saiman Ding, Jing Jing, Mohammad Abuasbeh.*
- c. Choice of meeting chairperson  
*Federico is approved as meeting chairperson.*
- d. Choice of meeting secretary  
*Inês is approved as meeting secretary.*
- e. Choice of meeting minutes checker  
*Mohammad is approved as meeting minutes checker.*
- f. Approval of meeting agenda  
*Discussion points 4c, 4e and 4i were added to the agenda. Point 4b and 4e are switched.*
- g. The latest protocol checking and signing  
*The protocol is approved.*

### §2. Reports & updates [17:10-18:08]

- a. Board reports  
*Attached to the minutes.*
- b. THS Central
  - i. THS members of NC for new rektor  
*The board had a meeting with two THS members that are in the nomination committee for the new rektor, on the 22nd of September. We discussed what kind of qualities we would like the new rektor (starting next Autumn) to have. Empathy, dialogue and communication with the students were some of the highlighted ones. Issues that we would like the new rektor to address in the future: integrate PhD students into culture and society, to prevent them from leaving Sweden after the PhD; availability of PhD courses; address problems that directly affect PhD students and take a position.*
- c. From KTH Central Organizational Bodies



- i. University Board (US)  
*Saiman attended the meeting on the 13th of October. Discussion and decisions were made with a committee that was present regarding the new rektor. Discussed the ISP and internationalization goals - communication and courses in English was raised as one of the main goals. Discussed the KTH innovation award.*
- ii. Strategic Council (SR)  
*Jing attended two meetings: 21st September and 5th October. In the first one, the KTH ground values were the meeting's focus. Based on the document of the ground values, a workshop for brainstorming was organized among the meeting participants. Equality, diversity, digitalization, etc. were highlighted in the discussions. Jing raised the importance of balance and considering the social aspect in the process of digitization. In the second meeting, the budget for 2022 was the theme of the meeting. It was not discussed the budget explicitly for PhD students.*
- iii. Faculty Council (FR)  
*Federico attended the FR internat on the 6-7th of October. "How it has worked so far", "what is missing", Discussed the need for clear directives on the role of FR - quality control on education. How can FR get more from the involvement of external members of FR (three) and what can these members more ask for. How are similar efforts made in the private sector regarding the process of quality control compared to the process for quality control for education at KTH. KTH manufactures expertise for the companies that hire the students. There are regular alumni surveys conducted by KTH, but information is missing about what companies that hire KTH graduates think that is missing in the education, and how satisfied they are. Federico mentioned the problem of having more PhD courses available in the topic of the KU (continuous assessment) of all programs and courses.*
- iv. ISP Focus group  
*This a meeting at KTH where changes to the ISP are proposed, and it took place on the 24th of September. The implementation of proposed changes is assessed, and the changes that are approved are discussed in a meeting with all universities. Olof presented to the KTH focus group the proposals from the other universities. No relevant issues were remarked upon.*
- v. SFS-DK meeting on Aliens act



*Meeting with SFS-DK and SULF-DK attended by Mohammad. Follow ups and updates. The main discussion points were:*

*i) the organization of a workshop by SFS-DK and SULF-DK, targeted to all universities PhD chapters regarding making everyone aware and how they can take action.*

*ii) The petition that was finalized last week. SACO and TCO joined the other organisations and signed the document. Statement provided.*

*Some parties have supported this initiative. Ways to enact change:*

*Parliament then government (6-10months). An easier way is if the party in power agrees that there is a problem. SUHF released a statement.*

*There are currently talks with Svenskt Näringsliv (who is a power lobby group representing employers) to also support the statement made by the collective unions. Trying to collectively make the parliament agree that there is a problem instead of focusing on who to blame.*

d. Chapter meetings

i. Council Chairs meeting

*Saiman, Mohammad, and Federico attended. Main topics:*

*i) Time compensation - talking to school FAs and formulate a routine on how it should be done. Some schools are drafting guidelines for how to compensate activities.*

*ii) Update from the migration rule was given as in 2.c.v by Mohammad.*

*iii) Goal: More standardized process for the surveys to make it easy to replicate them. The ITM school conducted a survey whose preliminary results will be announced soon and they are working on a guidelines document with tips for how to replicate this survey in an easy way.*

**§3. Decision points [18:08-18:30]**

- a. Per capsulam decision: on the Slack channel #general-board, on 2021-09-07. Kian Shaker (SCI) was appointed doctoral representative to the Etikskottet.

*This decision was already approved on the 7th of September.*

- b. Approval of budget expenditures proposals:

- i. *Afterwork for Math PhD Students (Math, SCI) - 18500kr*

*This budget was approved by the board.*

- ii. *HPU and IIP mini conference (Production Engineering IIP/Sustainable Production Development HPU, ITM) - 8000kr*

*This budget was approved by the board.*



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- iii. Hiring a designer for a slightly updated and high-quality PhD Chapter logo - 1000kr  
*This budget was approved by the board.*
  - c. Discuss and assess the two change proposals to the *Guidelines for time-compensation* document produced by the time-compensation workgroup.
    - i. Change number 1 (election period of School Councils)  
*A change was proposed from having the representatives in December to the 31st of October to synchronize with the budgeting process. We decided to talk to all the councils offline before making a final decision.*
    - ii. Change number 2 (default decision making at School level)  
*Proposal to change from being the “closest manager” signing the compensation to the closest manager or the FA of each school. Mohammad proposed that the board could accept this but that the FA should follow (highly consider) the PhD Chapter’s recommendation/report about time compensation. The board decided to accept the change. Federico will draft a response for both points 3.c.*

#### §4. Discussion points [18:30-19:35]

- a. (Time-compensation) FU has proposed two changes to the time-compensation guidelines from the workgroup. Opinions?  
*Already discussed in point 3.c.*
- b. ABE school credit transfer via time reduction  
*The FA of the ABE school showed Jing a document used by the school regarding the credit transfer. Jing argued that the document was not shared previously and therefore the process was not transparent. They answered that there was a board member of the PhD Chapter present in the meeting in which the document had been accepted. The board will further investigate this issue.*
- c. PhD Pub this week  
*T-Centralen booked on 2021-10-22, at 17:00. FEST-having PhD students should be there. We will have a reception for new students with a small oral introduction presentation about the PhD Chapter during the event. Board games, welcome drinks, and sandwiches/wraps.  
Send an email to everyone. Also advertise on Facebook and Instagram.  
Paper: 1 free drink and 1 free sandwich/wrap from Systerobror; to be distributed for everyone.  
Notify the school councils and ask them to spread the word. Check that half of them are THS members: ask everyone to show the Mecenat card at the door.*



- d. THS Armada request  
*They sent an e-mail to board. Theme day in research and innovation. They want us to write something regarding a career in research and innovation. Inês will answer them.*
- e. (Future Faculty) Participation to recruitment meetings and promotion meetings inquiry.  
*Federico will have a meeting tomorrow to discuss low student participation in meetings. The presence of student representation is definitely low in promotion and recruitment meetings, since it is one day spent and currently no compensation. Federico will see if this is also the case for undergraduate compensation. From next year on this should be a part of councils' tasks and start being compensated.*
- f. Chapter meeting 2021/2022 number 1: where, when, details, hybrid/online.  
*1st week of November. Tentative date: 2nd of November. Book the chapter hall. Just physical and not via Zoom. Advertise it at the PhD pub and say that if someone wants to join us they are welcome to apply in that meeting.*
- g. Organizing meeting with Nominating Committee  
*Federico will organize a meeting with the NC.*
- h. Future meetings on Campus/different time?  
*The board discussed having the board meetings in person at KTH and maybe joined with dinner.*
- i. What logo to use for communication from the School Councils?  
*Mohammad suggested adding the school councils' names as part of the logo to use the logo for both PhD chapter communication and school council communications. We will discuss on Slack further ideas.*

**§5. Meeting closure [19:35]**

*Federico declares the meeting closed.*

Meeting Chairperson - Federico Izzo

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Meeting Secretary - Inês Lourenço

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Meeting Minutes Checker - Mohammad Abuasbeh

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Board member	Report
Inês Lourenço	Meeting with Federico Rorro (Phd pubs, FEST, etc) 22/09 WOP meeting - discussed events. hike and museum visit Meeting rektor 22/09 Flygsektion kick-off meeting to assign pub slots 26/09 Writing document with guidelines for renting PhD Chapter Hall, T-Centralen Preparing flyer
Federico Izzo	22/09 Pre-meeting and Meeting with THS members of the NC for the new KTH rektor 24/09 Meeting ISP Focus Group 28/09 Meeting THSxDr 28/09 Meeting with Board for spending discussion/ PhD Pub 04/10 Premeeting FR 06/10 FR Internat - first half day 07/10 FR Internat - second half day 12/10 Council Chairs meeting 13/10 Hosted the PhD Chapter Seminar on the ISP system  FF errands, organizational errands, organization of the ISP seminar and the PhD salary ladder seminar with ST. Planning of the Chapter meeting.
Saiman Ding	Board meeting 20/09 EECS council meeting 20/09 Nomiating committe 22/09 THS Dr meeting 28/09 13:00-14:00 Board Discussion meeting 28/09 EECS Pizza night STAD 30/09 Premeeing with rekor 11/10 10:15-10:45 ITM board meeting 11/10 13:30-15:00 Chair meeting 12/10 16:00-17:30 University board meeting 13/10 8:00-13:30 US errands, Communication errands, Activity errands
Mohammad Abuasbeh	Forskarutbildningsutskottet  SFS PhD Handbook <a href="https://phdhandbook.se/">https://phdhandbook.se/</a>



	<p>Stockholm trio and educational collaborations at doctoral level (Leif)</p> <p>Proposals from the working group on the roles of director of studies and program responsibility</p> <p>Unite! Model for Doctoral Schools (Rahmat): Background to the collaboration within Unite! and how the work is organized. Rahmat is active in (WP8) about collaboration in postgraduate education. The group is led by the University of Turin. WP8 is planning for a pilot with a focus on the energy field. Another area that is being worked on is a system for industrial doctoral students. Within WP8, there are two proposals for how collaborations should be taken forward, as a joint doctoral school or collaborations in the form of co-tutels between three parties. The scope of the collaboration that is envisaged is about 50 doctoral students in total (seven higher education institutions collaborate).</p> <p>The discussion shows that the FA is generally positive about collaborations in the longer term. Initially, it is proposed to invest in exchange studies at doctoral level and the opportunity for doctoral students to study courses at partner universities. We also remind you that KTH has extensive experience of international educational collaborations at doctoral level and thus a good insight into the complexity that can arise.</p> <p>Guidelines, time compensation : THS notifies schools about PhD students representatives in December. Question to the doctoral student section. Can representational roles take place until the end of October instead?</p> <p>Introduction: Draft is presented briefly. The FA sees the draft as a very good start. There should be a more comprehensive description of various ethical aspects. Among decision-makers, the "Head of Division", who is often the doctoral student's immediate manager, should also be included in the list. The introduction will also be supplemented with concise texts that will form a basis that is used</p>
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	<p>in all schools. We remind you that it is also very important to have good and updated school-specific information on the web. A tip is to look at the pages on EECS. It is important that THS is included in an introduction and in such a session it should be pointed out that student representation is statutory in Sweden.</p> <p>Mohammad: Proposed to add agenda point and discussion/decision to next meeting to address how KTH can help PhD student and researcher regarding the recent changes in the aliens act.</p> <p>ITM PhD students Survey: around 150 response, the work on analyzing and reporting the results started today.</p>
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