



Place: Zoom, 693 039 123 68

Time: 17:00-19:00, November 15th 2021

§1. Opening formalities [17:10-17:13]

- a. Meeting opening
Federico (Chapter Vice Chairperson) declares the meeting open at 17:10
- b. Invited: chapter board, head of educational affairs and chapter auditors, head of WOP
Attendees: Federico Izzo, Saiman Ding, Jing Jing, Inês Lourenço, Mohammad Abuasbeh.
- c. Choice of meeting chairperson
Federico is elected meeting chairperson
- d. Choice of meeting secretary
Saiman is elected meeting secretary
- e. Choice of meeting minutes checker
Mohammad is elected meeting minutes checker
- f. Approval of meeting agenda
Approved, with the addition of point 2c)-v.
- g. The [latest protocol](#) checking and signing
The protocol was approved.

§2. Reports & updates [17:13-18:45]

- a. Board reports
Board reports will be attached to the minutes.
- b. THS Central
 - i. THS Vice- och Ordföranderåd
Federico participated. How to do things better. For example: Reception. Social events are quite different from other chapters. We share the same kind of work of THS management, not of the other chapters; we have a lot of representational work, they mostly focus on social events. Next year, there is a plan to celebrate the 120 years of THS.
 - ii. Meeting with THS Intl and Main
Regarding the Chapter hall move. There is a discussion between the PhD Chapter and THS Main/Intl. They are not really a chapter, because their members can also belong to the program-specific chapters. They work with exchange students, international students etc. The idea will be we share the



same chapter hall. They use during the day, we use it at night and hold events. But the effort is unknown to manage the chapter hall. International master students and early stage PhDs have a lot in common, it can be a good idea to hold some events together.

c. From KTH Central Organizational Bodies

i. Strategic Council (SR)

2nd of NOV, Jing attended the SR.

The main content is discussing the plan for the coming year. For example, education, budgeting, and resource distribution. There is discussion about MV issues. More info is included in Slack.

Mohammad raised one proposal regarding the extension for PhD students who are affected by MVs new rules. SR might be the correct council since it is related to funding allocation. Jing mentioned the equality council can be another option for submitting the proposal.

ii. Faculty Council (FR)

On the 10th of Nov, Federico participated in person. Discussing the role of FR and a small document was written highlighting what FR has done, what its role is, and what it wants to do in the future. Lack of PhD courses was mentioned.

Quality dialogues are the most important regular tool for raising issues at KTH level about PhD education. In March/April next year all PhD reps at KTH will be able to submit comments about their PhD programs, then at school level the PhD Council Chairpersons will be able to leave comments on the summaries by the FAs, and discuss them at the school Quality Dialogues. Then the PhD Chapter will be able to comment on the summary of the school reports made by dekanus/prodekanus. It would be good if the PhD Chapter was on the frontline managing this effort, for example helping the school PhD Council Chairperson comment the school reports.

iii. Third Cycle Education Committee (FU)

Mohammad attended. A discussion about time compensation at school-level: SCI is signed. EECS and ITM will be done soon. ABE is a bit behind. They discussed the case regarding when courses already taken (but outside of another degree) are convalidated. Shall the time be reduced in phd study? More discussion will be conducted. The Board is unanimously against removing time from the PhD studies for such a case. This thing is very unlikely to happen. The credits transform or the rules should be more clear.



Alien acts, Mohammad proposed having as long a contract as possible, up to 2 years contract at a time, especially for PhDs who are about to apply for permanent residency and have valid reasons for extensions according to Högskoleförordning (1993:100) section 7, chapter 5. FU was positive and a follow up meeting between Leif Kari, Mohammad, Christina Murry with KTH HR, was held today to facilitate this through all schools and follow up meetings/communication will be arranged with HR.

iv. Ethics Committee (Etikskottet)

Report by Kian: report is attached to the minutes.

v. KTH Equality office (JMLIU)

Jing participated. The group is reviewing what has been done since the problem started.

Education level, gender perspective. Diversity issue is also mentioned

<https://www.kth.se/en/om/equality/utbildning>

How they interview the Phd student.

§3. Decision points [18:45-19:05]

a. Applications for funds:

i. Science Communication Workshop (SCI) - 31155kr

The application is approved.

ii. HPU Södertälje and INDEK PhD Student day (ITM) - 9000kr

The application is approved.

iii. SCI School end-of-the-year Christmas dinner (SCI) - 142000kr

We kindly ask for more information.

§4. Discussion points [19:05-19:30]

a. Chapter meeting no.1 post-discussions

b. PhD-Pub

Offer lunch coupons for FEST people who participate, and dinner for those who work. One free drink. PhD Chapter members can bring a +1. Time: 17:17-whenver who is left in charge decides. 1 free drink at the start. Game: win candy. Lottery: 2 winners get t-shirts, if wrong size or gender, we order them.

c. Supervisor of the Year Award

Discussion is tabled and will occur on Slack.

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Minutes



PhD Chapter at KTH

- d. Aliens Act communication strategy

Discussion is tabled and will occur on Slack.

§5. Meeting closure [19:30]

Federico declares the meeting closed at 19:30.

Meeting Chairperson - Federico Izzo

Meeting Secretary - Saiman Ding

Meeting Minutes Checker - Mohammad Abuasbeh



Board member	Report
Federico Izzo	02/11 Meeting with Nominating Committee 02/11 THS Vice- och ordföranderåd 08/11 Premeeting Fakultetsrådet 09/11 Meeting with THS Main and Intl 10/11 Attended ST seminar on "How is the PhD student doing" 10/11 Meeting Fakultetsrådet 11/11 PhD Chapter Meeting no.1 Executive, strategic, operational errands. Election errands, FF errands.
Inês Lourenço	Report expenses from the PhD Pub Finding people with FEST for the Chapter meeting and for the PhD Pub, and talking to the flight chapter Food ordering for the Chapter meeting Chapter meeting 11/Nov Talking to THS International regarding the possibility of having a joint pub
Saiman	11/11 PhD Chapter Meeting no.1 Executive, council communication errands.
Kian Shaker	Report on Etiketskottet: Since I joined as the PhD student representative (Sept 2021) there has only been one meeting on 28th Sept: - Seminar series organized by Etiketskottet. The first one was held on 1st of October, on the topic of "AI and ethics", open to anyone at KTH. Few participants (<10 ppl). Unclear how it was advertised. We discussed topics for future seminars, but nothing was decided. My input was that if we want to include PhD students in the audience, seminars should be held in English, and advertised through appropriate channels. - We reviewed KTH's ethical policy (last updated in 2019). We assigned a smaller workgroup to look through the document in detail and suggest changes.



	Next meeting is scheduled for 30th Nov (last of the semester).
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