



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

Time: 17:00-19:00, December 20th 2021

§1. Opening formalities [17:00-17:20]

- a. Meeting opening
Mohammad (Chapter Chairperson) declares the meeting open at 17:08.
- b. Invited: chapter board
Attendees: Federico Izzo, Mohammad Abuasbeh, Saiman Ding, Jing Jing, Inês Lourenço.
- c. Choice of meeting chairperson
Mohammad was elected meeting chairperson.
- d. Choice of meeting secretary
Federico was elected meeting secretary.
- e. Choice of meeting minutes checker
Inês was elected meeting minutes checker.
- f. Approval of meeting agenda
The agenda is approved with the addition of decision point 3.b. and discussion point 4.c.
- g. The latest protocol checking and signing
It'll be done

§2. Reports & updates [17:20-17:25]

- a. THS Central
The THS management and PhD Chapter members, including two new board members met each other and the previous members. Teo mentioned the topic of how to get around the “EU-originated restriction” on Covid testing certificates, since the vaccination certificate from outside EU is not recognized, which would affect many meetings if the upper limit to people meeting without restrictions (100 currently) is updated and reduced.
- b. From KTH Central Organizational Bodies
The new board needs to appoint people to central bodies, and also manage representatives to minor bodies. For example:
 - *US, SR, FR, FU*
 - *UN, AN (and who handles the FF errands)*
 - *Sustainability Council, Equality Council, Ethics Committee, Committee for the assessment of suspected deviations from good research practices*



- *ISP focus group, ASP reading group (created by UN), Language Committee, Stipendieråd*

They for example need to decide whether to keep the old representatives (Federico at ISP and ASP and Kian at Ethics and deviations from good research practices) or choose new ones. This includes FU and Sustainability for Mohammad and Jing.

§3. Decision points [17:25-18:15]

- a. Approval of Dr2021-PB-03/HT01
■ [Dr2021-PB-03_HT01 Time Compensation for PhD Chapter Board HT21...](#)
The document is approved.
- b. Per-capsulam decision 2021-12-13. Approval of expenditure of 8500kr for SurveyMonkey account expansion. The decision was approved with 5 yes.
The decision is ratified.

§4. Discussion points [18:15-18:30]

- a. Testaments for board members whose mandates are ending in December
They are in preparation, and then Dr2021-PB-06/CV01 is used for more general thoughts.
■ [Dr2021-PB-06_CV01 Resigning Board Testament Summary.pdf](#)
- b. Short summary of things for the new board to take over
The board is going to add such things to Dr2021-PB-06/CV01.
- c. Reflection from KTH JML group
Jing presented the preliminary analysis of the PhD survey addressing the JML strategies (gender equality, diversity and equal opportunities) to Anna Wahl (professor and vice director at Equality Office).

§5. Meeting closure [18:30]

The meeting is closed at 18:30.