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Place: <https://kth-se.zoom.us/j/62936682238>

Time: 16:00-18:00, April 11th 2022

### §1. Opening formalities [16:12-16:15]

- a. Meeting opening
  - i. 16:12
- b. Invited: chapter board
- c. Attendees
  - i. Mohammad Abuasbeh, Saumey Jain, Sahba Zojaji, Fabio De Ferrari, Daniel Berlin, and Jing Jing
- d. Choice of meeting chairperson
  - i. Mohammad Abuasbeh
- e. Choice of meeting secretary
  - i. Daniel Berlin
- f. Choice of meeting minutes checker
  - i. Fabio De Ferrari
- g. Approval of meeting agenda
  - i. Approved.
- h. The [latest protocol](#) checking and signing
  - i. Approved.

### §2. Reports & updates [16:15-17:25]

- a. Board reports
  - i. Saumey reports that funds will be paid to the PhD Chapter twice per year from THS. A requisition needs to be sent to THS every semester to get the part of the grant. (Currently 1 Mkr + index raise every year).
  - ii. Fabio reports to the rest of the board what has been done with the introduction letter, which is sent to new doctoral students.
  - iii. Mohammad reports that he attended the 120 year anniversary for THS. It was a good networking opportunity, since several important faculty members from KTH were attending (e.g., Leif Kari) and from outside KTH (e.g., Stockholm School of Economics).
- b. THS Central
  - i. Meetings with THS
    1. Waiting for a suggestion from THS for a date.



- c. From KTH Central Organizational Bodies
  - i. Education Council (Sv. Utbildningsnämnd, UN) (current rep. Daniel)
    - 1. The Education Council went on a study trip to TU Eindhoven on April 4-6 as part of the “Future Education” project. Among many things, doctoral studies were discussed. TU Eindhoven now successfully tracks their doctoral students, which is something KTH has not yet started to do. Through the graduate school, TU Eindhoven integrates master studies and doctoral studies very well. For KTH this is a challenge. KTH has a strong reputation as a place to go and do a master program in order to get into doctoral studies, which TU Eindhoven does not have. TU Eindhoven listed the following challenges concerning their third cycle education: 1. Limited number of mandatory courses in education, 2. Lacking central control, 3. Lacking internationalization and exchanges in industry, and 4. Students’ wellbeing. Challenges for KTH that were mentioned: 1. The program structure is not yet in place and there are many silos between supervisors and doctoral students, and 2. Doctoral studies do not attract Swedish students.
    - 2. Daniel and Amanda Andrén (THS) met with the president for The Federation of Study Associations Eindhoven. The organization does not deal with doctoral students.
  - ii. Language Committee (Sv. Språkkommittén) (current rep. Daniel)
    - 1. The Language Committee met on March 29. In the meeting the following points were covered: 1. Templates for master theses, 2. Reporting to faculty council and election of new members, 3. Swedish courses during doctoral studies, 4. Organization, and 5. The KTH Dictionary. The Language Committee cannot address the third issue, every school needs to update general study plans (ASPs) to allow for Swedish courses during doctoral studies. It seems that the directors of third cycle education (FAs) are generally positive towards this change, based on the work that was done in 2021.
  - iii. Employment Council (Sv. Anställningsnämnden, AN)(current rep. Saumey)



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1. Saumey reports that there is nothing to report that was of concern to doctoral students.
  - iv. Future Faculty errands (current rep. Saumey)
    1. Running well. Communication is improving with the school councils.
  - v. Scholarship Council (Sv. Stipendierådet) (current rep. Fabio)
    1. Fabio attended a meeting, which was (primarily) an information meeting in Swedish. From a doctoral student perspective, there was nothing to report. The next meeting takes place in September.
  - vi. Strategic Council (Sv. Strategiskt råd, SR) (current rep. Jing)
    1. Jing reports that the following points were covered: 1. Report on external research funding 2021, 2. Business planning for coming years (until 2024), which is ongoing until September, and 3. Risk analysis, which shows increasing risks at almost every level.
  - vii. ISP focus group (current rep. Sahba)
    1. Meeting next week about the “Ladok ISP system”.

### §3. Discussion points [17:25-18:15]

- a. Migrationsverket communication and organizational responsibilities
  - i. Manifestations
    1. Sunday May 15 from 12 o'clock at Sergels Torg, Stockholm. KI will co-organize and THS have shown interest in supporting in some way. SUS (Stockholm University), SSCO, Södertörn, and Uppsala University have shown interest in joining. SSCO will talk to SSE.
    2. Mohammad will post in Slack about tasks to distribute among board members.
    3. This is a public event, which anyone can join.
- b. Earmarking funds and spending conditions for School Councils
  - i. Saumey introduces an issue that has already been presented in Slack, but which requires a board decision. Guidelines on what is to be funded and how reporting should be done will be developed by Saumey. A reporting template is suggested.
- c. Supervisor of the year award ([SotYA 2022](#))
  - i. Now accepting nominations (through [this form](#)) and the [webpage](#) is now updated.



- d. Next PhD Chapter meeting
  - i. Organizing a PhD Chapter meeting on April 27 is discussed. The suggested content is: elections of functionaries, information from the board, marketing of manifestation, discussing motions, and information from the school councils. Mohammad prepares an agenda by tomorrow. Fabio communicates on the website (must) and via other media if possible (good, but not mandatory).
  - ii. By the next board meeting a date should be set for the PhD Chapter Meeting in June.
- e. PhD Pubs
  - i. Sahba replies to Ines in Slack. The booking for April 15 should be canceled.
- f. Presentation in “Utbildningsråd, UR”
  - i. Mohammad briefly feedbacks on the presentation that Daniel will give in the Utbildningsråd tomorrow.
- g. Representation
  - i. The board enters a general discussion about representing doctoral students. Chapter meetings, laws and regulations, and surveys are instruments that are discussed.
- h. Doctoral students writing funding applications
  - i. The board enters a general discussion about writing funding applications. On the one hand, an important competence within the academic community. On the other hand, sometimes misused by supervisors. Being presented with the option to apply for funding as part of your departmental duties is fine. It is essential that writing the application should be voluntary.

#### §4. Decision points [18:15-18:20]

- a. Per-capsulam decision 2022-04-11. Approval of expenditure of 5250 kr for a social event being organized by students from the Division of Theoretical Computer Science at EECS. The decision was approved with 4 yes.
- b. Per-capsulam decision 2022-04-03. Approval of expenditure of 2100kr (2000 kr) for a board game night organized by the EECS Student Council. The decision was approved with 4 yes.
- c. Per-capsulam decision 2022-03-29. Approval of ([SotYA 2022](#)) rules. The decision was approved with 6 yes.



- d. Earmarking funds and spending conditions for School Councils
  - i. The board members unanimously decide to start with earmarking 40 000 kr and to automatically accept expenses below 2,500 kr for an event. However, the school council presidium still needs to approve the expense.

**§5. Meeting closure [18:20]**