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Place: <https://kth-se.zoom.us/j/63553634309>

Time: 15:00-17:00, September 19th 2022

### §1. Opening formalities [15:00-15:05]

- a. Meeting opening
- b. Attended: [Mohammad Abuasbeh](#), [Daniel Medeiros](#), [Saumey Jain](#), [Fabio De Ferrari](#), [Sahba Zojaji](#) and [Elina Charatsidou](#).
- c. Choice of meeting chairperson  
[Mohammad Abuasbeh](#) was chosen as the chairperson of the meeting.
- d. Choice of meeting secretary  
[Daniel Medeiros](#) was chosen as meeting secretary.
- e. Choice of meeting minutes checker  
[Fabio de Ferrari](#) was chosen as minutes checker for this meeting.
- f. Approval of meeting agenda  
The meeting agenda was approved.
- g. The latest protocol checking and signing.  
Approved.

### §2. Discussion points [15:05-15:45]

- a. Initiating work with Eva and WoP  
[Elina](#) wants to approach the responsible for a conference in Lund University for Gender Dimensions in STEM (GENERA Network). [Elina](#) wants to bring a similar event to KTH, she seeks suggestions on how to do it (or even if KTH should join the network). [Saumey](#) says that we (Dr.) do not have manpower to push it to KTH joining the network, but we should/could do an event here. [Mohammad](#) says that we should contact the gender equality group at KTH and see if we can do it as KTH has equality/diversity as one of its core missions.
- b. Migration of the web services (5 min presentation + approve plan and budget)  
[Daniel Medeiros](#) presented an idea for the migration of the webpages/emails to an independent server to improve the website design and information displayed on our webpage. The board discussed its long term sustainability. [Daniel](#) will



investigate the options of only migrating our website as a first step and see its suitability and long term sustainability.

- c. Supervisor of the Year (SoTY).

Discussion postponed to our meetings in October.

- d. SurveyMonkey [Enterprise](#).

Mohammad says that he was approached by Survey Monkey with an offer to switch our license to an Enterprise license that grants us five full access accounts for the price of around 6000 kr per account per year, instead of the 3 accounts that we currently have at the cost of 8000 kr per account per year. But the enterprise offer has a commitment for 3 years. Saumeey asked if there will be usage of these two new accounts and features. Mohammad says it is possible given the interest from additional PhD school councils (ABE, CBH) to run PhD surveys next year in addition to the EECS and ITM Councils ongoing surveys, but concerns were raised if it is worth the 3 years commitment which will extend to future boards. No decisions were made. Mohammad will discuss with Survey Monkey representatives to negotiate a better annual deal if possible instead.

- e. Next Chapter Meeting.

Mohammad mentions that we would like to have two chapter meetings during this semester. It is good to plan for them in advance. Saumeey will check available dates for the chapter hall with the flight chapter in the meeting next week and get back with some suggestions. The aim is to have the two chapter meetings end of october and end of november/early december respectively..

### §3. Reports & updates [15:45-16:30]

- a. Board reports

- i. School Time Compensation Guidelines for PhD Representatives at ABE. Mohammad reported that the decision has been finalized, signed, publish on ABE school webpage. The decision was made based on the recommendation of the PhD Chapter.

- ii. Time Compensation Guidelines for PhD Representatives at CBH School



Mohammad is currently working on the draft with CBH school. The aim is to have the decision ready by the end of October.

b. THS Central

- i. FEST and STAD courses from KTH. For STAD education 4-5 spots per chapter. More info and to sign up for [STAD](#), *deadline 22 September*. For FEST 13-14 spots per chapter. More info and to sign up for [FEST](#), *deadline 3 October*. Mohammad briefly explained this point and that the chapter pays the cost. A reminder was sent to all school councils. Sign up more people as some chapters might not use all of their spots and we might need reserves.
- ii. Saumeey mentioned that the PhD Chapter budget was received from THS for fall semester.

c. From KTH Central Organizational Bodies

1. University Board (Sv. Universitetsstyrelsen, US)  
Mohammad said that it will have the first official meeting in the beginning of October.
  2. Strategic Council (Sv. Strategiskt råd, SR)  
Fabio said that there will be a meeting tomorrow. Mohammad mentioned that Elina attended one of the kickoff days and will coordinate with Fabio to inform him about the needed information.
  3. Faculty Council (Sv. Fakultetsråd, FR)  
Saumeey explained that there was a kick-off meeting. Saumeey is reviewing previous semester's meeting minutes to catch up since we had limited representation in the council last semester.
  4. Education Council (Sv. Utbildningsnämnd, UN)  
Doga was absent but Mohammad said that Doga will send a report next week.
  5. Third Cycle Education Committee (Sv. Forskarutbildningsutskottet, FU)  
Doga was absent but Mohammad said that Doga will send a report next week.
  6. Employment Council (Sv. Anställningsnämnden, AN)  
Saumeey said that has nothing to report.
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7. Language Committee (Sv. Språkkommittén)  
Mohammad mentioned Daniel Berlin is the representative of the chapter and he reported no updates.
8. Ethics Council (Sv. Etiketskottet)  
Postponed for next meeting.
9. Committee for the assessment of suspected deviations from good research practices (Sv. KTH:s kommitté för utredning av misstänkt avvikelser från god forskningssed)  
Daniel said there were no meetings so nothing to report.
10. Future Faculty errands  
Routine duties were carried out, nothing to report.
11. Scholarship Council (Sv. Stipendierådet)  
Fabio reported that there was nothing new and there might be some meetings in October.
12. Academic Reference Group for Sustainability  
Postponed to the next meeting.
13. Equality council  
Postponed to the next meeting.
14. ISP focus group  
Sahba explained that he will have the second meeting this week, seven proposals for new system Ladok ISP where there were discussions on it. This week there will be more proposals.
15. ASP reading group (created by UN)  
Daniel reported that the group has discussed the ASP of Engineering mechanics.

#### **§4. Decision points [16:30-16:35]**

- a. Per-capsulam decision 2022-08-24: ITM PhD Council is organizing their PhD survey. In order to motivate participants of students and get as much data as possible to improve the quality of education, they would like to offer small gift



- vouchers (about 40 kr) to students who participate in the survey. They request a budget of 10000 kr. [Approved with 6 yes.](#)
- b. Per-capsulam decision 2022-08-24: ITM PhD Council is organizing their PhD survey. As a thank you to the survey organization volunteers, they requested a budget of 3600 kr to host a dinner (6 students, 500 kr each approx) and give a small gift (6 students, 100 kr each). [Approved with 5 yes.](#)
  - c. Per-capsulam decision 2022-08-24: SCI PhD Council is organizing their council meeting after summer and inviting all the PhD students. They request a funding of 250 kr. [Approved with 7 yes.](#)
  - d. Per-capsulam decision 2022-08-24: ITRL (ITM) and SEED (ABE) are organizing a mingle for PhD students for two schools as a networking event. They request a budget of 3988 kr for refreshments, prizes for competition and material for organization. [Approved with 8 yes.](#)
  - e. Per-capsulam decision 2022-08-31: PhD Chapter is organizing a visit to ABB, NKT and Hitachi Energy. The budget requested is 8000 kr for the bus and transport. [Approved with 6 yes.](#)
  - f. Per-capsulam decision 2022-09-08: Tage Mohammadat is starting an association against discrimination at KTH. He requests a budget of 645 kr for fika for a meeting. [Approved with 6 yes.](#)
  - g. Per-capsulam decision 2022-09-08: PhD Chapter SurveyMonkey renewal. There is a budget request of 24300 kr for one year and 3 licenses. [Approved with 6 yes, 1 no.](#)
  - h. Per-capsulam decision 2022-09-09: Beatriz Perez Horno, the event manager requests a budget of 50'000 kr to organize a wide variety of regular events for PhD students. [Approved with 6 yes.](#)
  - i. Per-capsulam decision 2022-09-12: EECS PhD Council is organizing a Karaoke Night and PhD Pub for EECS and requests a budget of 10000 kr for refreshments, drinks and other incidentals. [Approved with 7 yes.](#)

#### **§5. Meeting closure [16:35]**

[The meeting was closed at 16:35.](#)

Free chat with the Presidium [16:35-17:00]

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**Doktorandsektionen vid Tekniska Högskolans Studentkår**

Drottning Kristinas väg 15 – 10044 Stockholm

[www.dr.kth.se](http://www.dr.kth.se)

# Board Meeting no. 02 – September 19<sup>th</sup> 2022

## Minutes



PhD Chapter at KTH

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Meeting Chairperson - Mohammad Abuasbeh

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Meeting Secretary - Daniel Medeiros

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Meeting Minutes Checker - Fabio de Ferrari

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