


Doctoral Representatives at KTH–VT2022

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| <p>To:</p> <p>KTH administrations at KTH boards, councils, committees and groups;</p> <p>KTH doctoral education quality responsables;</p> <p>KTH head of schools;</p> |  <p>PhD Chapter at KTH Doctoral students' network</p> <p>Doktorandsektionen vid Tekniska Högskolans Studentkår</p> |
| <p>Attention to:</p> <p>KTH rector;</p> <p>KTH vice rectors;</p> <p>KTH dean of faculty;</p> <p>KTH vice dean of faculty;</p> <p>KTH doctoral program directors;</p> <p>KTH vice head of schools and docentship committees;</p> <p>KTH head of departments;</p> | <p>Copy to:</p> <p>KTH head of administrations;</p> <p>KTH head of finance;</p> <p>THS/PhD school councils;</p> <p>THS/PhD chapter board;</p> <p>THS/PhD auditors;</p> <p>THS head of educational affairs;</p> <p>THS board;</p> |
| <p>Date of Issuance/revision: 2022-07-01/2022-08-29/2022-10-14</p> <p>Effective Date: 2022-01-01</p> | <p>PM Type: Decision</p> <p>Responsible: PhD Chapter Board, e-mail: board@dr.kth.se</p> |
| <p>Period: 2022-01-01 to 2022-06-30†</p> | <p>Diary number: Dr2022-CP-01/RVT1</p> |

Decisions

To₁ endorse KTH-central doctoral representatives as detailed in this PM's attachment 1, as per Dnr-2016-0451, reported in a separate decision Dr-2022-PB-01/VT01.

To₂ endorse school-level doctoral representatives as detailed in this PM's attachments 2, 3, 4, 5 and 6 respectively.

To₃ notify respective officials that the representational tasks correspond to time compensation prognosis detailed herewith which shall be the primary ground for time compensation.

To₄ request the head of KTH schools or KTH doctoral education responsables, if such delegation exists, with ensuring the funding of corresponding representational activities, if no established framework exists.

Doktorandsektionen vid Tekniska Högskolans Studentkår

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To, request doctoral education support, HR units, and financing units, with formalities associated with the representational workload reported herewith, including: reduced study activity in LADOK & financing support for corresponding activity remitted to the financing of doctoral studies.

Background

The provisions of regulations concerning student influence outlined in kap. 4-4 a §§, 2 kap. 4 & 7 §§ högskolelagen (1992:1434); 2 kap. 14 § & 10 kap. 4 § högskoleförordningen (1993:100), and KTH guidelines concerning student influence V-2019-0210 & V-2019-0605, lay the grounds of rights for students to exercise influence by typically three representatives when matters and decisions affect the conditions of studies. There is a special nature of doctoral education being the only education that reflects an entire third-cycle and typically encompasses the other two cycles to a limited extent, in addition to particularity of reliance on thesis work and being affected heavily by KTH research. Moreover, some matters and decisions at KTH can affect mostly the conditions of third cycle studies and research, decisions & discussions taken at executive and strategic groups at the school and departments, docanship committees, and research.

The PhD chapter at KTH (Doktorandsektionen vid THS, Dr/THS), is the exclusive official representative and working body for doctoral students issues within THS which has a student union status at KTH. The PhD chapter henceforth embodies THS mission and framework to develop the quality of doctoral education and research at KTH through doctoral students representation at all levels. With reference to the aforementioned, the PhD chapter prepared this decision to provide the knowledge list of doctoral representatives and time resources needed to do the representation in an effective and sustainable manner. This PM also follows directives of the plan of operation, Dnr. Dr2019-PB-02/0001, enacted for 2019/20, where the chapter board shall work towards strengthening doctoral influence, sustainable engagement and improving procedural routines regarding representation and communication at all levels.

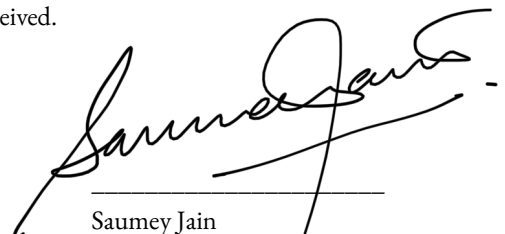
The positions of trust listed herewith include various KTH boards, councils, committees, groups, workgroups at KTH central-, school-, department- and division-levels. The decisions referenced PhD chapter decisions regarding representatives as in 2018-12-10, 2019-02-09, 2019-06-03, 2019-08-14, in addition to KTH schools' and PhD councils' recommendations.

In light of rector's decision Dnr. V-2016-0451 and legacy decision Dnr. V-930-2005-0345 concerning time compensation framework for doctoral representatives; the PhD chapter invoked established internal guidelines since 2018-02-28 most recently revised on 2019-08-29 and documented in the chapter's working directives Dr2019-PB-01/0004 §24.7 in addition to the version attached herewith in attachment 7, to provide an objective ground motivating the time compensation budgets. The time compensation framework is a crucial component for the sustainability, healthy, high-quality engagement of doctoral representatives and allows such engagement to be done effectively without risking adverse psychological stress ensued by their engagement. Due to outdated time compensation policies for school-level representatives, the PhD chapter made this initiative to include a decision on representatives and requests within aforementioned established grounds, time compensation for local representatives as an upper bound for their engagement. A proposal of the prognosis was circulated to the PhD councils and was enacted with feedback received.

On behalf of the PhD Chapter,

Mohammad Abuasbeh

Mohammad Abuasbeh
Chairperson 2022/2023
Stockholm, 2022-10-14


Saumey Jain
Treasurer 2022
Stockholm, 2022-10-14

Doktorandsektionen vid Tekniska Högskolans Studentkår

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Attachments

*: subject to updates.

Attachment 1: KTH central

Central doctoral representatives – VT22 ([Dr2022-PB-01/VT01](#))

| Organ | Sub-organ | Functionary E-mail | Representatives |
|------------------------|--|---------------------|---|
| University Board/US | | @dr.kth.se | Mohammad Abuasbeh; Time compensation: 86% ¹ |
| Strategic Council/SR | | @dr.kth.se | Jing Jing; Time compensation: 9% |
| Faculty Council/FR | | vicechair@dr.kth.se | ↑ ² |
| Educational errands | General | edu@dr.kth.se | ↑ ³ |
| | Education Board/UN | edu@dr.kth.se | Daniel Berlin; Time compensation: 20% |
| | Doctoral education group/Forskarutbildningsutskottet | edu@dr.kth.se | Daniel Berlin; Time compensation: ↑ |
| | First and second cycle education group/Grundutbildningsutskottet | - | - |
| | Education administration/UA | edu@dr.kth.se | ↑ ⁴ |
| | Resource allocation/RU | edu@dr.kth.se | - |
| | Grant allocations/stip. råd | social@dr.kth.se | Fabio De Ferrari; Time compensation: 9% |
| Research errands | | research@dr.kth.se | ↑ ⁵ |
| Future faculty errands | | ff@dr.kth.se | ↑ ⁶ |
| | Employment board/AN | ff@dr.kth.se | Saumeey Jain; Time compensation: 42% ⁷ |

¹ 63.5% for central level. 22.5% for ITM School

² ↑: Appointed on case basis. Group coordinator: Saumeey Jain.

³ ↑: Appointed on case basis. Group coordinator: Daniel Berlin.

⁴ ↑: Appointed on case basis. Group coordinator: Daniel Berlin.

⁵ ↑: Appointed on case basis. Group coordinator: Daniel Berlin.

⁶ ↑: Appointed on case basis. Group coordinator: Saumeey Jain.

⁷ 30% for central level. 12% for EECS School



| | | | |
|---------------|---------------------------|-------------------------|---|
| | Recruitment boards/RN | ff@dr.kth.se | ↑ ⁸ |
| | Promotion board/BN | ff@dr.kth.se | ↑ ⁹ |
| | Docentship errands | ff@dr.kth.se | ↑ ¹⁰ |
| Others | | | |
| | Sustainability errands | social@dr.kth.se | Jing Jing; Time compensation: ↑ |
| | Equality errands | social@dr.kth.se | Jing Jing; Time compensation: ↑ |
| | Language errands | social@dr.kth.se | Daniel Berlin; Time compensation: ↑ |
| THS positions | | | |
| | Chairperson, Dr | chair@dr.kth.se | Mohammad Abasubeh; Time compensation: ↑ |
| | Vicechairperson, Dr | vicechair@dr.kth.se | -; |
| | Treasurer, Dr | treasurer@dr.kth.se | Saumeey Jain; Time compensation: ↑ |
| | Education Manager, Dr | edu@dr.kth.se | Daniel Berlin; Time compensation: ↑ |
| | Communication Manager, Dr | communication@dr.kth.se | Fabio De Ferrari; Time compensation: ↑ |
| | Council Coordinator, Dr | councils@dr.kth.se | Mayank Sewlia; Time compensation: 0% ¹¹ |
| | Business Manager, Dr | business@dr.kth.se | -; |
| | Events Manager, Dr | events@dr.kth.se | Sahba Zojaji; Time compensation: 30% |

⁸ ↑: Appointed on case basis. Group coordinator: Saumeey Jain.

⁹ ↑: Appointed on case basis. Group coordinator: Saumeey Jain.

¹⁰ ↑: Appointed on case basis. Group coordinator: Saumeey Jain.

¹¹ ↑: Mayank Sewlia resigned on 31st May.

*: subject to updates.

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| | Workgroup Manager, Dr | workgroups@dr.kth.se | Jing Jing; Time compensation: ↑ |
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Attachment 2: ABE

School-level doctoral representatives – VT22

ABE SCHOOL (DR2022-AB-01/RVT1)

| Organ | Sub-organ | Dr Functionary E-mail | Representatives |
|----------------------------|---------------------------------|-------------------------|---|
| Executive Group/LG | | abe-chair@dr.kth.se | Boel Berg Wincent; Time compensation: 2% |
| Strategic Council/SR | | abe-vicechair@dr.kth.se | Hampus Berg Mårtensson; Time compensation: 5.5% Lena Stina Andersson; Time compensation: 10.5% |
| School Assembly/SK | | abe-vicechair@dr.kth.se | Erik Isberg; Time compensation: 3% |
| Educational errands | General | abe-edu@dr.kth.se | Joakim Fichtel; Time compensation: 2% |
| | Quality council/3rd cycle | abe-edu@dr.kth.se | ↑ |
| | Quality council/1st & 2nd cycle | - | ↑ |
| | Quality council/admin | - | ↑ |
| JML group | | | Ioannis Ioannidis; Time compensation: 4.5% Lilly Rosander; Time compensation: 0 % |
| Architecture Program | | abe-pad@dr.kth.se | Lena Stina Andersson; Time compensation: ↑ Anna Livia Vorsel Time compensation: 1.5% |
| Art, technology and design | | abe-pad@dr.kth.se | Jacqueline Hoàng Nguyễn Time compensation: 2% |
| Civil and architectural | | abe-pad@dr.kth.se | Jens Bergenudd ¹² ; |

¹² Joined the ABE council on 2nd June 2022.

*: subject to updates.

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| engineering | | | Time compensation: 0.5% Kaan Etikan ¹³ ; Time compensation: 0.5% |
| Geodesy and geoinformatics | | abe-pad@dr.kth.se | / |
| Studies in the humanities and social sciences of technology, science and environment | History of science, technology and environment | abe-pad@dr.kth.se | Klara Müller; Time compensation: 3.5% |
| | Philosophy | abe-pad@dr.kth.se | / |
| Land and water resources engineering | | | / |
| Planning and decision analysis | | | Ioannis Ioannidis; Time compensation: 5% Erika Kriukelyte; Time compensation: 4% Hampus Berg Mårtensson Time compensation: 5.5% Joseph Llewellyn Time compensation: 4.5% |
| The built environment and society: management, economics and law | Business studies | | / |
| | Real Estate and Construction Management | | Joakim Fichtel Time compensation: ↑ |
| Transport science | | | Emil Jansson; Time compensation: 1.5% |
| Departments/LG | | | |
| | Architecture | abe-board@dr.kth.se | Lena Stina Anderson; Time compensation: ↑ |
| | Civil and Architectural Engineering | abe-board@dr.kth.se | Jens Bergenudd; Time compensation: ↑ Kaan Etika; Time compensation: ↑ |

¹³ Joined the ABE council on 2nd June 2022.



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| | Philosophy & History | abe-board@dr.kth.se | Klara Müller; Time compensation: ↑ |
| | Real Estate and Construction Management | abe-board@dr.kth.se | / |
| | SEED | abe-board@dr.kth.se | Erika Kriukelyte Time compensation: ↑ Hampus Berg Mårtensson Time compensation: ↑ Joe Joseph Llewellyn Time compensation: ↑ |
| | Urban Planning and Environment | abe-board@dr.kth.se | Ioannis Ioannidis; Time compensation: ↑ |
| THS/Dr ABE Council | | abe-council@dr.kth.se | ABE/Dr council members |
| | Chairperson, ABE/Dr | abe-chair@dr.kth.se | / |
| | Vice Chairperson, ABE/Dr | abe-vicechair@dr.kth.se | Lena Stina Andersson; Time compensation: ↑ |
| | Presidium, ABE/Dr | abe-presidium | Lena Stina Andersson; Time compensation: ↑ Ioannis Ioannidis; Time compensation: ↑ |
| | Treasurer, ABE/Dr | abe-presidium@dr.kth.se | ↑ |
| | Educational Manager, ABE/Dr | abe-edu@dr.kth.se | ↑ |
| | Event Manager, ABE/Dr | abe-social@dr.kth.se | ↑ |
| | Social Responsible, ABE/Dr | abe-council@dr.kth.se | ↑ |
| | Webmaster, ABE/Dr | abe-council@dr.kth.se | ↑ |
| | Council board, ABE/Dr | abe-board@dr.kth.se | Lena Stina Andersson; Time compensation: ↑ Jacqueline Hoàng Nguyễn; Time compensation: ↑ |
| | PADs, Dr/ABE | abe-pad@dr.kth.se | Lena Stina Andersson; Time compensation: ↑ |

*: subject to updates.

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| | | | Anna Livia Vorsel Time compensation: ↑ Jacqueline Hoàng Nguyễn Time compensation: ↑ Jens Bergenudd; Time compensation: ↑ Kaan Etika; Time compensation: ↑ Klara Müller; Time compensation: ↑ Erika Kriukelyte Time compensation: ↑ Hampus Berg Mårtensson Time compensation: ↑ Joseph Llewellyn Time compensation: ↑ Ioannis Ioannidis; Time compensation: ↑ Joakim Fichtel Time compensation: ↑ |
| | Council, Dr/ABE | abe-council@dr.kth.se | Lena Stina Andersson; Time compensation: ↑ Anna Livia Vorsel Time compensation: ↑ Jacqueline Hoàng Nguyễn Time compensation: ↑ Jens Bergenudd; Time compensation: ↑ Kaan Etikan; Time compensation: ↑ Klara Müller; Time compensation: ↑ Erika Kriukelyte Time compensation: ↑ Hampus Berg Mårtensson Time compensation: ↑ Joseph Llewellyn Time compensation: ↑ Ioannis Ioannidis; Time compensation: ↑ Joakim Fichtel Time compensation: ↑ Boel Berg Wincent; Time compensation: ↑ |



NOTES

1. ABE PhD council has been able to appoint further provisional representatives at the program level or the department level during the semester.
2. Dr/THS has established representatives based on ABE PhD council appointment, ABE school recommendation or applicable THS central frameworks.
3. Time compensation percentages are based on workload for each PhD student representative and their individual work tasks, including time spent for preparation and administration tasks for each position.

*: subject to updates.

Attachment 3: CBH

School-level doctoral representatives – VT22

CBH SCHOOL (DR2022-CB-01/RVT1)

| Position | Sub-organ | Dr Functionary E-mail | Representatives |
|-----------------------------------|---------------------------------|-------------------------|---|
| Executive Group/LG | | cbh-chair@dr.kth.se | Tzu-En Chien; Time compensation: 7.5% |
| Strategic Council/SR | | cbh-vicechair@dr.kth.se | Maaïke Iris Moes; Time compensation: 6% |
| School Assembly/SK | | cbh-vicechair@dr.kth.se | ↑ |
| Educational errands | General | cbh-edu@dr.kth.se | Philip Jansson; Time compensation: 6.5% Martina Butori; Time compensation: 6% Julius Kuzmin; Time compensation: 6% |
| | Quality council/3rd cycle | cbh-edu@dr.kth.se | Tzu-En Chien; Time compensation: ↑ Siyuan Chen; Time compensation: 5.5% Mu-Rong Wang; Time compensation: 6% |
| | Quality council/1st & 2nd cycle | - | ↑ |
| | Quality council/admin | - | ↑ |
| Biotechnology | | cbh-pad@dr.kth.se | ;- |
| Theoretical chemistry and biology | | cbh-pad@dr.kth.se | ;- |
| Chemical science and engineering | Chemistry | cbh-pad@dr.kth.se | Tzu-En Chien; Time compensation: ↑ |
| | Chemical engineering | cbh-pad@dr.kth.se | Philip Jansson; Time compensation: ↑ |
| | Fibre and Polymer Science | cbh-pad@dr.kth.se | Martina Butori; |

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| | | | Time compensation: ↑ Sairam Sirigina; Time compensation: 8% Pol Fernandez I Reixach; Time compensation: 6.5% Julius Kuzmin; Time compensation: ↑ Mu-Rong Wang; Time compensation: ↑ |
| Technology and health | Biomedical Engineering and Health Systems | cbh-pad@dr.kth.se | Simone Bendazzoli; Time compensation: 1% |
| Medical technology | | cbh-pad@dr.kth.se | ↑ |
| Departments/LG | | | |
| | Medical Engineering & Health systems | cbh-board@dr.kth.se | ↑ |
| | Protein Science | cbh-board@dr.kth.se | ↑ |
| | Theoretical Chemistry and Biology | cbh-board@dr.kth.se | ↑ |
| | Industrial Biotechnology | cbh-board@dr.kth.se | ↑ |
| | Biomedical Engineering and Health Systems | cbh-board@dr.kth.se | Maaïke Iris Moes; Time compensation: ↑ |
| | Gene Technology | cbh-board@dr.kth.se | ↑ |
| | Engineering Pedagogics | cbh-board@dr.kth.se | ↑ |
| | Chemistry | cbh-board@dr.kth.se | Julius Kuzmin; Time compensation: ↑ |
| | Chemical Engineering | cbh-board@dr.kth.se | Philip Jansson; Time compensation: ↑ |
| | Fibre and Polymer Technology | cbh-board@dr.kth.se | ↑ |
| THS/Dr CBH Council | | cbh-council@dr.kth.se | CBH/Dr council members |

*: subject to updates.

| | | | |
|--|-----------------------------|-------------------------|--|
| | Chairperson, CBH/Dr | cbh-chair@dr.kth.se | Tzu-En Chien; Time compensation: ↑ |
| | Vice chairperson, CBH/Dr | cbh-vicechair@dr.kth.se | Philip Jansson; Time compensation: ↑ |
| | Presidium, CBH/Dr | cbh-presidium@dr.kth.se | Tzu-En Chien; Time compensation: ↑ Philip Jansson; Time compensation: ↑ |
| | Treasurer, CBH/Dr | cbh-presidium@dr.kth.se | Sairam Sirigina; Time compensation: ↑ |
| | Educational Manager, CBH/Dr | cbh-edu@dr.kth.se | Julius Kuzmin; Time compensation: ↑ Martina Butori; Time compensation: ↑ Philip Jansson; Time compensation: ↑ |
| | Event Manager, CBH/Dr | cbh-social@dr.kth.se | Martina Butori; Time compensation: ↑ |
| | Social Responsible, CBH/Dr | cbh-social@dr.kth.se | Martina Butori; Time compensation: ↑ Sairam Sirigina; Time compensation: ↑ Siyuan Chen; Time compensation: ↑ Tzu-En Chien; Time compensation: ↑ |
| | Webmaster, CBH/Dr | cbh-council@dr.kth.se | ;- |
| | Council board, CBH/Dr | | Tzu-En Chien; Time compensation: ↑ Philip Jansson; Time compensation: ↑ Sairam Sirigina; Time compensation: ↑ |
| | PADs, Dr/CBH | cbh-pad@dr.kth.se | Tzu-En Chien; Time compensation: ↑ Philip Jansson; Time compensation: ↑ Martina Butori; |



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|--|-----------------|-----------------------|---|
| | | | Time compensation: ↑ Sairam Sirigina; Time compensation: ↑ Pol Fernandez I Reixach; Time compensation: ↑ Julius Kuzmin; Time compensation: ↑ Mu-Rong Wang; Time compensation: ↑ Simone Bendazzoli; Time compensation: ↑ |
| | Council, Dr/CBH | cbh-council@dr.kth.se | Tzu-En Chien; Time compensation: ↑ Philip Jansson; Time compensation: ↑ Sairam Sirigina; Time compensation: ↑ Martina Butori; Time compensation: ↑ Pol Fernandez I Reixach; Time compensation: ↑ Julius Kuzmin; Time compensation: ↑ Mu-Rong Wang; Time compensation: ↑ Simone Bendazzoli; Time compensation: ↑ Maaïke Iris Moes; Time compensation: ↑ |

NOTES

1. CBH PhD council has been able to appoint further provisional representatives at the program level or the department level during the semester.
2. Dr/THS has established representatives based on CBH PhD council appointment, CBH school recommendation or applicable THS central frameworks.
3. Time compensation percentages are based on workload for each PhD student representative and their individual work tasks, including time spent for preparation and administration tasks for each position.

*: subject to updates.

Attachment 4: EECS

School-level doctoral representatives – VT22

EECS SCHOOL (Dr2022-EE-01/RVT1)

| Organ | Sub-organ | Dr Functionary E-mail | Representatives |
|--|---------------------------------|---------------------------|---|
| Executive Group/LG | | eeecs-chair@dr.kth.se | Susanna Pozzoli; Time compensation: 20% |
| Strategic Council/SR | | eeecs-vicechair@dr.kth.se | Sina Sheikholeslami; Time compensation: 5% Saumey Jain; ¹⁴ Time compensation: 42% |
| School Assembly/SK | | eeecs-vicechair@dr.kth.se | ↑ |
| Educational errands | General | eeecs-edu@dr.kth.se | ↑ |
| | Quality council/3rd cycle | eeecs-edu@dr.kth.se | Saumey Jain; Time compensation: ↑ Sina Sheikholeslami; Time compensation: ↑ |
| | Quality council/1st & 2nd cycle | eeecs-edu@dr.kth.se | ↑ |
| | Quality council/admin | eeecs-edu@dr.kth.se | ** |
| Electrical Engineering | | eeecs-pad@dr.kth.se | Saumey Jain; Time compensation: ↑ |
| Information and Communication Technology | | eeecs-pad@dr.kth.se | Jordi Altayó Gonzalez; Time compensation: 1.5% |
| Computer Science | | eeecs-pad@dr.kth.se | Sebastian Bujwid; Time compensation: 9% |
| Mediated Technology | | eeecs-pad@dr.kth.se | - |
| Departments/LG | | | |

¹⁴ 30% for central level. 12% for EECS School

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|---------------------|---------------------------|---------------------------|--|
| | Computer Science | eeecs-board@dr.kth.se | Sina Sheikholeslami; Time compensation: ↑ Susanna Pozzoli; Time compensation: ↑ Daniel Lundén; Time compensation: 0.5% Simon Gökstorp; Time compensation: 2.5% Amir Ahmadian; Time compensation: 3.5% Joel Kronborg; Time compensation: 4.5% Vangjush Komini; Time compensation: 0% |
| | Electrical Engineering | eeecs-board@dr.kth.se | Alexey Metreveli; Time compensation: 5.5% Rodolfo Jordão; Time compensation: 5.5% Jordi Altayó Gonzalez; Time compensation: ↑ |
| | Human Centered Technology | eeecs-board@dr.kth.se | Kristina Popova; Time compensation: 0.5% |
| | Intelligent Systems | eeecs-board@dr.kth.se | Saumey Jain; Time compensation: ↑ Sebastian Bujwid; Time compensation: ↑ Sara Saeidian; Time compensation: 4% Maria Henar Marino; Time compensation: 2.5% Alireza M. Kamelabad; Time compensation: 2% |
| THS/Dr EECS Council | | eeecs-council@dr.kth.se | |
| | Chairperson, EECS/Dr | eeecs-chair@dr.kth.se | Susanna Pozzoli; Time compensation: ↑ |
| | Vice chairperson, EECS/Dr | eeecs-vicechair@dr.kth.se | Sina Sheikholeslami; Time compensation: ↑ Saumey Jain; Time compensation: ↑ |

*: subject to updates.

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|--|------------------------------|---------------------------|--|
| | Presidium, EECS/Dr | eeecs-presidium@dr.kth.se | Susanna Pozzoli; Time compensation: ↑ Sina Sheikholeslami; Time compensation: ↑ Saumey Jain; Time compensation: ↑ |
| | Treasurer, EECS/Dr | eeecs-presidium@dr.kth.se | ↑ |
| | Educational Manager, EECS/Dr | eeecs-edu@dr.kth.se | ↑ |
| | Event Manager, EECS/Dr | eeecs-social@dr.kth.se | Rodolfo Jordão; Time compensation: ↑ |
| | Social Responsible, EECS/Dr | eeecs-social@dr.kth.se | Rodolfo Jordão; Time compensation: ↑ |
| | Webmaster, EECS/Dr | eeecs-council@dr.kth.se | Alireza M. Kamelabad; Time compensation: ↑ Sara Saeidian; Time compensation: ↑ |
| | Council board, EECS/Dr | eeecs-board@dr.kth.se | Susanna Pozzoli; Time compensation: ↑ Sina Sheikholeslami; Time compensation: ↑ Saumey Jain; Time compensation: ↑ |
| | PADs, Dr/EECS | eeecs-pad@dr.kth.se | Saumey Jain; Time compensation: ↑ Jordi Altayó Gonzalez; Time compensation: ↑ Sebastian Bujwid; Time compensation: ↑ |
| | Council, Dr/EECS | eeecs-council@dr.kth.se | Alireza M. Kamelabad; Time compensation: ↑ Saumey Jain; Time compensation: ↑ Rodolfo Jordão; Time compensation: ↑ Susanna Pozzoli; Time compensation: ↑ Amir Ahmadian; Time compensation: ↑ |



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| | | | Joel Kronborg; Time compensation: ↑ Alexey Metreveli; Time compensation: ↑ Sebastian Bujwid; Time compensation: ↑ Simon Gökstorp; Time compensation: ↑ Daniel Lundén; Time compensation: ↑ Jordi Altayó; Time compensation: ↑ Sina Sheikholeslami; Time compensation: ↑ Sara Saeidian; Time compensation: ↑ Vangjush Komini; Time compensation: ↑ Kristina Popova; Time compensation: ↑ Maria Henar Marino; Time compensation: ↑ |
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NOTES

1. EECS PhD council has been able to appoint further provisional representatives at the program level or the department level during the semester.
2. Dr/THS has established representatives based on EECS PhD council appointment, EECS school recommendation or applicable THS central frameworks.
3. Time compensation percentages are based on workload for each PhD student representative and their individual work tasks, including time spent for preparation and administration tasks for each position.

*: subject to updates.

Attachment 5: ITM

ITM School-level doctoral representatives – VT22

ITM SCHOOL (DR2022-IT-01/RVT1)

| Organ | Sub-organ | Dr Functionary E-mail | Representatives |
|-------------------------------------|---------------------------------------|-------------------------|--|
| Executive Group/LG | | itm-chair@dr.kth.se | Mohammad Abuasbeh ¹⁵ ; Time compensation: 86 % |
| Strategic Council/SR | | itm-vicechair@dr.kth.se | ↑ |
| School Assembly/SK | | itm-vicechair@dr.kth.se | ↑ |
| Educational errands | General | itm-edu@dr.kth.se | ↑ |
| | Quality council/3rd cycle | itm-edu@dr.kth.se | ↑ |
| | Quality council/1st & 2nd cycle | itm-edu@dr.kth.se | ↑ |
| | Quality council/admin | itm-edu@dr.kth.se | ** |
| Energy and environmental systems | Energy technology | itm-pad@dr.kth.se | Mohammad Abuasbeh; Time compensation: ↑ |
| | Industrial ecology (ABE) | | - |
| Industrial economics and management | Industrial engineering and management | itm-pad@dr.kth.se | Amelie Bennich; Time compensation: 7% |
| | Economics | itm-pad@dr.kth.se | ↑ |
| Production engineering | Production engineering | itm-pad@dr.kth.se | Niloufar Salehi; Time compensation: 7% |
| Machine design | Machine design | itm-pad@dr.kth.se | Nils Jörgensen; Time compensation: 3.5% Jose Manuel Gasper Sanchez; Time compensation: 3.5% |
| Materials science and engineering | Materials science and engineering | itm-pad@dr.kth.se | Sundhanshu Kuthe; Time compensation: 9.5% |
| Education and Communication Studies | Technology and Learning | itm-pad@dr.kth.se | Louise Björln Svozil; Time compensation: 7% |

¹⁵ 63.5% for central level. 22.5% for ITM School



| | | | |
|--------------------|-------------------------------------|-------------------------|--|
| Departments/LG | Energy and environmental systems | itm-council@dr.kth.se | Mohammad Abuasbeh; Time compensation: ↑ |
| | Industrial Economics and Management | itm-council@dr.kth.se | Amelie Bennich; Time compensation: ↑ |
| | Production Engineering | itm-council@dr.kth.se | Niloufar Salehi; Time compensation: ↑ |
| | Machine Design | itm-council@dr.kth.se | Nils Jörgensen; Time compensation: ↑ Jose Manuel Gaspar Sanchez; Time compensation: ↑ |
| | Materials Science and Engineering | itm-council@dr.kth.se | Sundhanshu Kuthe; Time compensation: ↑ |
| | Learning in Engineering Sciences | itm-council@dr.kth.se | Louise Björnin Svozil; Time compensation: ↑ |
| | Sustainable Production Development | itm-council@dr.kth.se | |
| THS/Dr ITM Council | | itm-council@dr.kth.se | ITM/Dr council members |
| | Chairperson, ITM/Dr | itm-chair@dr.kth.se | Mohammad Abuasbeh; Time compensation: ↑ |
| | Vice chairperson, ITM/Dr | itm-vicechair@dr.kth.se | Eftychia Ntostoglou; Time compensation: 10% |
| | Presidium, ITM/Dr | itm-presidium@dr.kth.se | Mohammad Abuasbeh; Time compensation: ↑ Eftychia Ntostoglou; Time compensation: ↑ |
| | Treasurer, ITM/Dr | itm-presidium@dr.kth.se | Luka Smajila; Time compensation: 10% |
| | Educational Manager, ITM/Dr | itm-edu@dr.kth.se | Eftychia Ntostoglou; Time compensation: ↑ |
| | Event Manager, ITM/Dr | itm-social@dr.kth.se | Luka Smajila; Time compensation: ↑ |
| | Social Responsible, ITM/Dr | itm-council@dr.kth.se | ↑ |

*: subject to updates.

| | | | |
|--|-----------------------|-----------------------|--|
| | Webmaster, ITM/Dr | itm-council@dr.kth.se | Sundhanshu Kuthe; Time compensation: ↑ |
| | Council board, ITM/Dr | itm-board@dr.kth.se | Mohammad Abuasbeh; Time compensation: ↑ Eftychia Ntostoglou; Time compensation: ↑ Luka Smajila; Time compensation: ↑ Sundhanshu Kuthe; Time compensation: ↑ |
| | PADs, Dr/ITM | itm-pad@dr.kth.se | Mohammad Abuasbeh; Time compensation: ↑ Amelie Bennich; Time compensation: ↑ Niloufar Salehi; Time compensation: ↑ Nils Jörgensen; Time compensation: ↑ Jose Manuel Gasper Sanchez; Time compensation: ↑ Louise Björln Svozil; Time compensation: ↑ Sundhanshu Kuthe; Time compensation: ↑ |
| | Council, Dr/ITM | itm-council@dr.kth.se | Mohammad Abuasbeh; Time compensation: ↑ Eftychia Ntostoglou; Time compensation: ↑ Luka Smajila; Time compensation: ↑ Amelie Bennich; Time compensation: ↑ Niloufar Salehi; Time compensation: ↑ Nils Jörgensen; Time compensation: ↑ Jose Manuel Gasper Sanchez; Time compensation: ↑ Louise Björln Svozil; Time compensation: ↑ Sundhanshu Kuthe; Time compensation: ↑ |



NOTES

1. ITM PhD council has been able to appoint further provisional representatives at the program level or the department level during the semester.
2. Dr/THS has established representatives based on ITM PhD council appointment, ITM school recommendation or applicable THS central frameworks.
3. Time compensation percentages are based on workload for each PhD student representative and their individual work tasks, including time spent for preparation and administration tasks for each position.

*: subject to updates.

Attachment 6: SCI

School-level doctoral representatives – VT22

SCI school (Dr2022-SC-01/RVT1)

| Position | Sub-organ | Functionary E-mail | Representatives |
|-------------------------|---------------------------------|-------------------------|---|
| Executive Group/LG | | sci-chair@dr.kth.se | Mattias Åstrand; Time compensation: 15 % |
| Strategic Council/SR | | sci-vicechair@dr.kth.se | Vladilena Gaisina; Time compensation: 9 % Charlie Börjeson; Time compensation: 10% |
| School Assembly/SK | | sci-vicechair@dr.kth.se | Mattias Åstrand; Time compensation: ↑ |
| Educational errands | General | sci-edu@dr.kth.se | Mattias Åstrand; Time compensation: ↑ |
| | Quality council/3rd cycle | sci-edu@dr.kth.se | Mattias Åstrand; Time compensation: ↑ |
| | Quality council/1st & 2nd cycle | sci-edu@dr.kth.se | ↑ |
| | Quality council/admin | sci-edu@dr.kth.se | ↑ |
| Doctoral Programs (PAD) | | | |
| | Physics | sci-pad@dr.kth.se | Elina Charatsidou; Time compensation: 5% Daniel Qvarngård; Time compensation: 5 % |
| | Applied Physics | sci-pad@dr.kth.se | Charlie Börjeson Time compensation: ↑ Cherrie Lee Time compensation: 6.5 % |

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| | | | |
|----------------|---------------------------------------|-------------------|---|
| | Vehicle and maritime engineering | sci-pad@dr.kth.se | Sai Kausik Abburu; Time compensation: 7.5 % Niloofar Sayyad Khodashenas; Time compensation: 5 % |
| | Solid mechanics | sci-pad@dr.kth.se | Louise Rosenblad; Time compensation: 8 % |
| | Mathematics | sci-pad@dr.kth.se | Nedialko Bradinoff; Time compensation: 9 % |
| | Applied and computational mathematics | sci-pad@dr.kth.se | Emanuel Ström; Time compensation: 9 % |
| | Engineering mechanics | sci-pad@dr.kth.se | Rohan Ajit Kulkarni; Time compensation: 6 % Saeed Davoodi; Time compensation: 6 % |
| Departments/LG | | | |
| | Engineering Mechanics | | Rohan Ajit Kulkarni; Time compensation: ↑ Saeed Davoodi; Time compensation: ↑ Louise Rosenblad; Time compensation: ↑ Niloofar Sayyad Khodashenas; Time compensation: ↑ Sai Kausik Abburu; Time compensation: ↑ |
| | Physics | | Elina Charatsidou; Time compensation: ↑ Daniel Qvarngård; Time compensation: ↑ |
| | Applied Physics | | Charlie Börjeson Time compensation: ↑ |

*: subject to updates.

| | | | |
|--------------------|-----------------------------|-------------------------|---|
| | | | Cherrie Lee Time compensation: ↑ |
| | Mathematics | | Nedialko Bradinoff; Time compensation: ↑ Emanuel Ström; Time compensation: ↑ |
| THS/Dr SCI Council | | sci-council@dr.kth.se | SCI/Dr council members |
| | Chairperson, SCI/Dr | sci-chair@dr.kth.se | Mattias Åstrand; Time compensation: ↑ |
| | Vice chairperson, SCI/Dr | sci-vicechair@dr.kth.se | Vladilena Gaisina; Time compensation: ↑ Charlie Börjeson Time compensation: ↑ |
| | Presidium, SCI/Dr | sci-presidium@dr.kth.se | Mattias Åstrand; Time compensation: ↑ Vladilena Gaisina; Time compensation: ↑ Charlie Börjeson Time compensation: ↑ |
| | Treasurer, SCI/Dr | sci-presidium@dr.kth.se | Vladilena Gaisina; Time compensation: ↑ |
| | Educational Manager, SCI/Dr | sci-edu@dr.kth.se | ↑ |
| | Event Manager, SCI/Dr | sci-social@dr.kth.se | Jana Vasiljevic; Time compensation: 7.5% |
| | Webmaster, SCI/Dr | sci-council@dr.kth.se | Sai Kausik Abburu; Time compensation: ↑ |
| | Council board, SCI/Dr * | sci-board@dr.kth.se | Jana Vasiljevic; Time compensation: ↑ Mattias Åstrand Time compensation: ↑ Charlie Börjeson Time compensation: ↑ Sai Kausik Abburu; |

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| | | | |
|--|--------------|--|---|
| | | | Time compensation: ↑ Vladilena Gaisina; Time compensation: ↑% |
| | PADs, Dr/SCI | | Elina Charatsidou; Time compensation: ↑ Daniel Qvarngård; Time compensation: ↑ Charlie Börjeson Time compensation: ↑ Cherrie Lee Time compensation: ↑ Sai Kausik Abburu; Time compensation: ↑ Niloofer Sayyad Khodashenas; Time compensation: ↑ Louise Rosenblad; Time compensation: ↑% Nedialko Bradinoff; Time compensation: ↑% Emanuel Ström; Time compensation: ↑% Rohan Ajit Kulkarni; Time compensation: ↑% Saeed Davoodi; Time compensation: ↑% |

*: subject to updates.

| | | | |
|--|-----------------|-----------------------|--|
| | Council, Dr/SCI | sci-council@dr.kth.se | Andrea Benfenati; Time compensation: ↑ Jana Petrović; Time compensation: ↑ Kian Shaker; Time compensation: ↑ Sai Kausik Abburu; Time compensation: ↑ Clemens Deutsch; Time compensation: ↑ Magdalena Kaplan; Time compensation: ↑ Aleksa Stankovic; Time compensation: ↑ Danai Deligeorgaki; Time compensation: ↑ Federico Izzo; Time compensation: ↑ Jevgenija Rudzusika; Time compensation: ↑ Binbin Su; Time compensation: ↑ |
|--|-----------------|-----------------------|--|

NOTES

1. SCI PhD council has been able to appoint further provisional representatives at the program level or the department level during the semester.
2. Dr/THS has established representatives based on SCI PhD council appointment, SCI school recommendation or applicable THS central frameworks.
3. Time compensation percentages are based on workload for each PhD student representative and their individual work tasks, including time spent for preparation and administration tasks for each position.



Attachment 7: Time compensation

Guide on time compensation for PhD students at KTH (Dr2021-PB-03/0001)

BACKGROUND

Time compensation for commission-of-trust positions for PhD students officially appointed by KTH student union at the central and national level is subject to rector's decision Dnr. V-2016-0451 in effect since the 1st of July 2017. As per PhD chapter board protocol on September 19, 2017, a work-group, had been created to investigate and propose how time-compensation can be managed with the aim to provide guidelines for the board members. On the 28th of February 2018, the board decided to adopt a procedure on how to work with time compensation. This document details this procedure in effect. Due to absence of school level policies, similar compensation policy has been adopted for school level representatives.

GUIDING PRINCIPLES

- 1- Transparency: representational work to be compensated needs to be communicated. This in practice means that individual work (to be done, or already done) needs to be communicated with the board and be verifiable by means of supporting documents such as meeting minutes.
- 2- Sustainable representation: representational work to be compensated shall take into account preparation work, documentation and handover. This in practice means reading up on relevant policy documents, reporting highlight work to relevant representatives in the different levels, updating relevant testaments and participating in handover.
- 3- Representational effectiveness: a base time shall be allocated for educational purposes about the post and should be allocated for trying out ideas and exploring possibilities without being accounted for. This in practice means the allocation of time equivalent to approximately 3 ECTS per academic year as a fixed rate (~5% in percentage).
- 4- Inclusiveness: representational work to be done or already done needs to consider members who serve national wide representation in connection with representational duties at KTH, this includes the union of students union (SFS), Eurodoc, European Student Union (ESU)¹⁶.
- 5- Experience-based time factor for prognosis: this implies that for budgeting purposes, time prognosis shall be made based on input of past members. This is to reduce bias when budgeting.

Based on the above, the following is proposed:

- i. Members of intensive working bodies with more strategic duties tied to them, e.g. chapter board at KTH central or other representatives at national and european level should be allocated 5% per their involvement for one term. This also includes chairpersons of school councils. Regardless of the member's extent of involvement, this fixed rate of unaccounted time can be granted.
- ii. Representation work should be compensated as incurred.
- iii. To assist scheduling and planning for engaged members, an initial estimated workload duties can be obtained as follows:
$$\text{Estimated workload duties (/term, \%)} = 5\% + \frac{\text{Sum(workload multipliers} \times \text{meetings in hours)}}{8.5}$$
¹⁷ The numbers to be actually claimed by each member shall be compensated as incurred, i.e. could be different from the estimated numbers. Additionally,

¹⁶ Participation within workers unions, e.g. professional unions (SACO) and civil servant trade union (TCO/ST) are usually compensated using different guidelines.

¹⁷ According to KTH local agreement on working hours for teachers, "Lokalt avtal om arbetstid för lärare", PhD students have an average of 850*-878 hours/term or 106 days/term for simplicity.

*: subject to updates.

national representations and european-level representations are included.

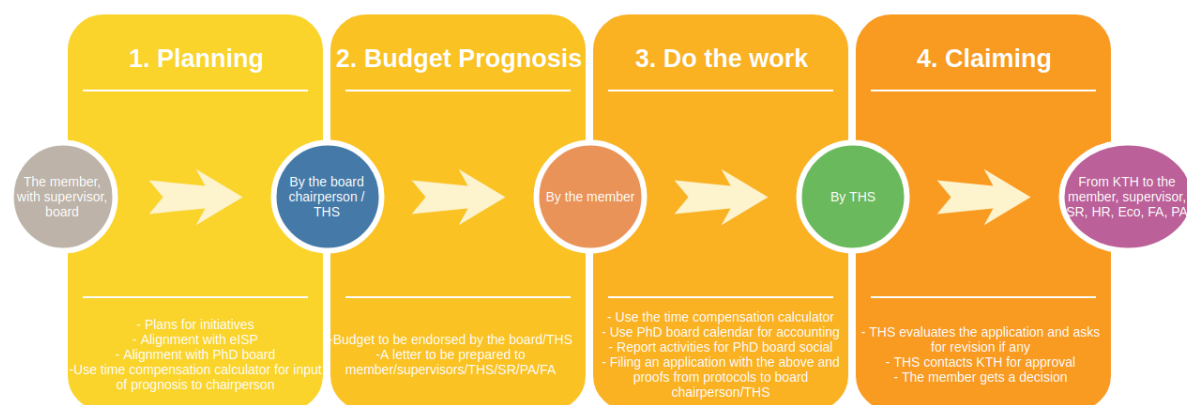
The workload multipliers can be described as follows:

| Meeting Type** | workload multiplier (xNumber of hours) |
|--------------------------------------|--|
| US/LG | 3-5* |
| FR/SR | 2.5-4* |
| BN/RN/DK | 2-2.5* |
| UN/FU | 2-4* |
| AN | 2-4* |
| UU/FA | 2-4* |
| RU/Språk/Stipen/Sustainability/JML | 2-4* |
| Board/Chapter/Council meetings | 2-5* |
| Other national level representations | 2-5* |

*: depending on whether the participant made some extra efforts such as raising issues that require extra time.

**: see the overview of vacancies for the meeting type.

PROCESS



1.a. Planning: starting with the board member planning whereby the member, within the capacity of her/his involvement would self-describe what activities he/she would like to take part in. At this stage, the member can make use of time compensation calculator



spreadsheet in the 'summary tab' ([Time compensation log,calculator -Individuals,Doktorandsektionen.xlsx](#)). The stage ends by submitting an application for 'Prognosis of workload within commission of trust to the chapter board chairperson or to THS educational affair representative in case the member is the board chairperson or whomever is delegated with this task.

1.b. Budget prognosis: the board chairperson/THS, or whomever is delegated with this task, takes responsibility of endorsing the application and sending a letter to the member's respective supervisor SR/FA/PA and CC: member/THS. Application template concerning Prognosis of workload within commission of trust. At this point, if not done yet, the board member can already report the prognosis in the eISP, under section 3.4. "Past and planned leaves/appointments eligible for extensions", with reason being "commission of trust".

1.c. Doing the work: here the member is responsible to use the PhD chapter board group to register for activities in its calendar and sub-pages. Reporting is part of compensated time and would enable quality improvement, transparency and accountability. During this period, the activities can be recorded in the time compensation calculator in the corresponding tabs. This stage ends by filing an application for time compensation to the chapter board chairperson/THS for approval. The document Application for time compensation is attached: [Application for time compensation -Individuals.docx](#).

1.d. Claiming: This is done by THS where it takes responsibility for approving the claims and making sure it is within the total possible claimable budget. Then, the member would file the application to KTH HR where successful compensation claims will result in issuance of letters to the member and respective supervisors, SR, FA,PA, economy, HR, THS. At this point, once applicable, the board member can commit the actual "commission of trust" in the eISP, under section 3.4. "Past and planned leaves/appointments eligible for extensions". The member takes responsibility for applying for extension at the respective department citing KTH policies and agreed time. The local HR can always get in contact with central HR for any further information/details necessary.

2. For budgeting, time compensation factors used for prognosis are to be used from experience of previous representatives within THS. This is to avoid making the factors purely subjective, speculative and biased.

3. Actual time to be compensated for activities, beyond the fixed proportion, is to be based on 'as incurred'. Proofs by means such as certificates and minutes would be needed. As long as it is not 20% beyond the experience of previous representatives it might not be subject for revision.

Other documents (mainly can be used by THS, PhD chapter chairperson, or whomever is delegated with this task):

[Application for time compensation -Doktorandsektionen.docx](#)

[Budget prognosis -Doktorandsektionen.docx](#)

ANNEX I: KTH POLICIES

Dnr 930-2005-0345 Time compensation policy for school-level representation

Dnr V-2016-0451 Time compensation policy for central and national level representation

ANNEX II: EXAMPLES

| Emma Riese/EECS | | |
|-----------------|--------|----|
| Item | Hours | % |
| Fixed rate | - | 5% |
| Board meetings | 5x10x1 | |

*: subject to updates.

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| | | |
|---------------------------------|-------|-----|
| Chapter meetings | 5x2x4 | |
| US meetings | 5x5x4 | |
| SR/FA meetings | 5x5x4 | |
| Miscellaneous strategic errands | 24 | |
| Dr x THSC meetings | 2x4x4 | |
| Dr x STHLM meetings | 2x4x4 | |
| Total | | 49% |

| | | |
|---------------------------------|--------|-----|
| Tage Mohammadat/EECS | | |
| Item | Hours | % |
| Fixed rate | - | 5% |
| Board meetings | 4x10x1 | |
| Chapter meetings | 4x2x4 | |
| FR meetings | 4x5x4 | |
| FF coordination meetings | 0.5x20 | |
| Miscellaneous executive errands | 24 | |
| Dr x THSC meetings | 2x4x4 | |
| Dr x STHLM meetings | 2x2x4 | |
| Total | | 34% |

| | | |
|--|--------|----|
| Alessandro Enrico/EECS | | |
| Item | Hours | % |
| Fixed rate | - | 5% |
| Board meetings | 2x10x1 | |
| Chapter meetings | 2x2x2 | |
| EECS council/board meetings | 5x5x3 | |
| EECS doctoral program council meetings | 3x2x2 | |
| FF meetings | 2x3x4 | |
| Miscellaneous KTH Councils errands | 24 | |



| | | |
|---------------------|---|-----|
| Dr x THSC meetings | - | |
| Dr x STHLM meetings | - | |
| Total | | 25% |

| | | |
|-------------------------------------|--------|-----|
| Rinat Yapparov/SCI | | |
| Item | Hours | % |
| Fixed rate | - | 5% |
| Board meetings | 2x10x1 | |
| Chapter meetings | 2x10x1 | |
| Scholarship grants meetings | 2x4x1 | |
| Events management | 12 | |
| FF meetings | 2x3x4 | |
| Miscellaneous Social and IT errands | 24 | |
| Dr x THSC meetings | - | |
| Dr x STHLM meetings | - | |
| Total | | 18% |

| | | |
|--|---------------|---|
| PAD, 7.5%(10%) example | | |
| Item | Hours | % |
| Fixed rate | - | - |
| Dr Councils meetings | 2x4x2 | |
| Chapter meetings | 4x1x4 | |
| Doctoral education (Quality/Program Council) | 3x4x4 | |
| Committees and workgroups | -(16) | |
| FF meetings | 2x3x4 (4x3x4) | |
| Miscellaneous Social and E-mail errands | 24 | |
| Dr x THSC meetings | - | |
| Dr x STHLM meetings | - | |

*: subject to updates.

| | | |
|-------|--|------------|
| Total | | 7.5% (10%) |
|-------|--|------------|

| More intensive council-level , 15% (20%) example | | |
|--|---------------|-----------|
| Item | Hours | % |
| Fixed rate | - | (5%) |
| Dr Councils meetings | 4x4x2 | |
| Chapter meetings | 4x1x4 | |
| Doctoral education (Quality/Program Council) | 3x4x4 | |
| Executive group meetings | 3x4x4 | |
| Committees and workgroups | 16 | |
| FF meetings | 2x3x4 (4x3x4) | |
| Miscellaneous Social and E-mail errands | 24 | |
| Dr x THSC meetings | 4x1x4 | |
| Dr x STHLM meetings | - | |
| Total | | 15% (20%) |