


Doctoral Representatives at KTH-HT2022

<p>To: KTH administrations at KTH boards, councils, committees and groups; KTH doctoral education quality responsables; KTH head of schools;</p>	 <p>PhD Chapter at KTH Doctoral students' network Doktorandsektionen vid Tekniska Högskolans Studentkår</p>
<p>Attention to: KTH rector; KTH vice rectors; KTH dean of faculty; KTH vice dean of faculty; KTH doctoral program directors; KTH vice head of schools and docentship committees; KTH head of departments;</p>	<p>Copy to: KTH head of administrations; KTH head of finance; THS/PhD school councils; THS/PhD chapter board; THS/PhD auditors; THS head of educational affairs; THS board;</p>
<p>Date of Issuance/revision: 2023-01-09/2023-02-15 Effective Date: 2022-07-01</p>	<p>PM Type: Decision Responsible: PhD Chapter Board, e-mail: board@dr.kth.se</p>
<p>Period: 2022-07-01 to 2022-12-31↑</p>	<p>Diary number: Dr2022-CP-02/RHT1</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-02/HT01](#).

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
Chairperson 2022/2023
Stockholm, 2023-02-15

Fabio De Ferrari
Treasurer 2023
Stockholm, 2023-02-15

Diary number: Dr2022-CP-02/RHT1



PhD Chapter at KTH
Doctoral students' network

Period: 2022-07-01 to 2022-12-31

Attachments

*: subject to updates.

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Attachment 1: KTH central

Central doctoral representatives – HT22 ([Dr2022-PB-02/HT01](#))

Organ	Sub-organ	Functionary E-mail	Representatives
University Board/US		@dr.kth.se	Mohammad Abuasbeh; Time compensation: 92% ¹
Strategic Council/SR		@dr.kth.se	Fabio De Ferrari; Time compensation: 12.5%
Faculty Council/FR		vicechair@dr.kth.se	Saumeey Jaini; Time compensation: 54.5% ²
Educational errands	General	edu@dr.kth.se	↑ ³
	Education Board/UN	edu@dr.kth.se	Doğa Gürgünoğlu; Time compensation: 18%
	Doctoral education group/Forskarutbildningsutskottet	edu@dr.kth.se	Doğa Gürgünoğlu; 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: ↑
Research errands		research@dr.kth.se	↑ ⁵
Future faculty errands		ff@dr.kth.se	↑ ⁶
	Employment board/AN	ff@dr.kth.se	Saumeey Jaini; Time compensation: ↑

¹ 69.5% for central level. 22.5% for ITM School

² 41.5% for central level. 13 % for EECS School

³ ↑: Appointed on case basis. Group coordinator: Doğa Gürgünoğlu.

⁴ ↑: Appointed on case basis. Group coordinator: Doğa Gürgünoğlu.

⁵ ↑: Appointed on case basis. Group coordinator: Doğa Gürgünoğlu.

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

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	Recruitment boards/RN	ff@dr.kth.se	↑ ⁷
	Promotion board/BN	ff@dr.kth.se	↑ ⁸
	Docentship errands	ff@dr.kth.se	↑ ⁹
Others			
	Sustainability errands	social@dr.kth.se	Beatriz Perez Horno; Time compensation: 18%
	Equality errands	social@dr.kth.se	Elina Charatsidou; Time compensation: 11% ¹⁰
	Language errands	social@dr.kth.se	↑ ¹¹
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	Doğa Gürgünoğlu; Time compensation: ↑
	Communication Manager, Dr	communication@dr.kth.se	Fabio De Ferrari; Time compensation: ↑
	Council Coordinator, Dr	councils@dr.kth.se	-;
	Business Manager, Dr	business@dr.kth.se	Sahba Zojaji; Time compensation: 30%
	Events Manager, Dr	events@dr.kth.se	Beatriz Perez Horno; Time compensation: ↑

⁷ †: Appointed on case basis. Group coordinator: Saumeey Jain.

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

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

¹⁰ †: 6% for central level. 5% for SCI School.

¹¹ †: Appointed on case basis.

*: subject to updates.

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	Workgroup Manager, Dr	workgroups@dr.kth.se	Elina Charatsidou; Time compensation: ↑
	Webmaster, Dr	it@dr.kth.se	Daniel Medeiros; Time compensation: 9%

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Attachment 2: ABE

School-level doctoral representatives – HT22

ABE SCHOOL (DR2022-AB-01/RHT1)

Organ	Sub-organ	Dr Functionary E-mail	Representatives
Executive Group/LG		abe-chair@dr.kth.se	Boel Berg Wincent; Time compensation: 3%
Strategic Council/SR		abe-vicechair@dr.kth.se	Hampus Berg Mårtensson; Time compensation: 11% Lena Stina Andersson; Time compensation: 5%
School Assembly/SK		abe-vicechair@dr.kth.se	Hampus Berg Mårtensson; Time compensation: ↑
Educational errands	General	abe-edu@dr.kth.se	↑
	Quality council/3rd cycle	abe-edu@dr.kth.se	Joakim Fichtel; Time compensation: 7.5%
	Quality council/1st & 2nd cycle	-	↑
	Quality council/admin	-	↑
JML group			Ioannis Ioannidis; Time compensation: 5%
Architecture Program		abe-pad@dr.kth.se	Lena Stina Andersson; Time compensation: ↑, Anna Livia Vorsel Time compensation: 2%
Art, technology and design		abe-pad@dr.kth.se	Jacqueline Hoàng Nguyễn; Time compensation: 7.5 %
Civil and architectural engineering		abe-pad@dr.kth.se	Jens Bergenudd ¹² ; Time compensation: 6%

¹² Joined the ABE council on 2nd June 2022.

*: subject to updates.

			Mehmet Kaan Etikan ¹³ ; Time compensation: 7%
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: 7.5%
	Philosophy	abe-pad@dr.kth.se	/
Land and water resources engineering			/
Planning and decision analysis			Ioannis Ioannidis; Time compensation: ↑
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: 5%
Departments/LG			
	Architecture	abe-board@dr.kth.se	Lena Stina Andersson; Time compensation: ↑ Anna Livia Vorsel Time compensation: ↑ Jacqueline Hoàng Nguyễn; Time compensation: ↑
	Civil and Architectural Engineering	abe-board@dr.kth.se	Jens Bergenudd; Time compensation: ↑ Mehmet Kaan Etikan; Time compensation: ↑ Emil Jansson; Time compensation: ↑
	Philosophy & History	abe-board@dr.kth.se	Klara Müller;

¹³ Joined the ABE council on 2nd June 2022.

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			Time compensation: ↑
	Real Estate and Construction Management	abe-board@dr.kth.se	Joakim Fichtel Time compensation: ↑
	SEED	abe-board@dr.kth.se	Hampus Berg Mårtensson; Time compensation: ↑ Erika Kriukelyte Time compensation: 5% Joe Joseph Llewellyn Time compensation: 5%
	Urban Planning and Environment	abe-board@dr.kth.se	/
THS/Dr ABE Council		abe-council@dr.kth.se	ABE/Dr council members
	Chairperson, ABE/Dr	abe-chair@dr.kth.se	Hampus Berg Mårtensson; Time compensation: ↑
	Vice Chairperson, ABE/Dr	abe-vicechair@dr.kth.se	/
	Presidium, ABE/Dr	abe-presidium	Hampus Berg Mårtensson; 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	Mehmet Kaan Etikan; Time compensation: ↑
	Social Responsible, ABE/Dr	abe-council@dr.kth.se	/
	Webmaster, ABE/Dr	abe-council@dr.kth.se	Jens Bergenudd Time compensation: ↑
	Council board, ABE/Dr	abe-board@dr.kth.se	Hampus Berg Mårtensson; Time compensation: ↑
	PADs, Dr/ABE	abe-pad@dr.kth.se	Lena Stina Andersson; Time compensation: ↑ Anna Livia Vorsel Time compensation: ↑

*: subject to updates.

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

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PhD Chapter at KTH
Doctoral students' network

Period: 2022-07-01 to 2022-12-31

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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.

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Attachment 3: CBHcbh school

School-level doctoral representatives – HT22

CBH SCHOOL (DR2022-CB-01/RHT1)

Position	Sub-organ	Dr Functionary E-mail	Representatives
Executive Group/LG		cbh-chair@dr.kth.se	Julius Kuzmin; Time compensation: 7% Philip Jansson Time compensation: 5.5%
Strategic Council/SR		cbh-vicechair@dr.kth.se	Maaïke Iris Moes; Time compensation: 5%
School Assembly/SK		cbh-vicechair@dr.kth.se	Tzu-En Chien; Time compensation: 9%
Educational errands	General	cbh-edu@dr.kth.se	↑
	Quality council/3rd cycle	cbh-edu@dr.kth.se	Tzu-En Chien; Time compensation: ↑ Siyuan Chen; Time compensation: 6% 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	Philip Jansson; Time compensation: ↑
	Chemical engineering	cbh-pad@dr.kth.se	
	Fibre and Polymer Science	cbh-pad@dr.kth.se	

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Technology and health	Biomedical Engineering and Health Systems	cbh-pad@dr.kth.se	Siyuan Chen; Time compensation: ↑
Medical technology		cbh-pad@dr.kth.se	Simone Bendazzoli; Time compensation: 6%
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	↑
	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	Mu-Rong Wang; Time compensation: ↑
THS/Dr CBH Council		cbh-council@dr.kth.se	CBH/Dr council members
	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;

*: subject to updates.

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			Time compensation: ↑ Philip Jansson; Time compensation: ↑
	Treasurer, CBH/Dr	cbh-presidium@dr.kth.se	Sairam Sirigina; Time compensation: 6%
	Educational Manager, CBH/Dr	cbh-edu@dr.kth.se	Maaike Iris Moes; Time compensation: ↑ Julius Kuzmin; Time compensation: ↑ Mu-Rong Wang; Time compensation: ↑ Pol Fernandez I Reixach; Time compensation: 5.5%
	Event Manager, CBH/Dr	cbh-social@dr.kth.se	Maaike Iris Moes; Time compensation: ↑ Julius Kuzmin; Time compensation: ↑ Martina Butori; Time compensation: 6% Sairam Sirigina; Time compensation: ↑ Siyuan Chen; Time compensation: ↑
	Social Responsible, CBH/Dr	cbh-social@dr.kth.se	Martina Butori; Time compensation: ↑
	Webmaster, CBH/Dr	cbh-council@dr.kth.se	Martina Butori; Time compensation: ↑
	Council board, CBH/Dr		Tzu-En Chien; Time compensation: ↑ Philip Jansson; Time compensation: ↑
	PADs, Dr/CBH	cbh-pad@dr.kth.se	Philip Jansson; Time compensation: ↑ Siyuan Chen; Time compensation: ↑ Simone Bendazzoli; Time compensation: ↑
	Council, Dr/CBH	cbh-council@dr.kth.se	Tzu-En Chien; Time compensation: ↑

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			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: ↑ Siyuan Chen; Time compensation: ↑
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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 – HT22

EECS SCHOOL (DR2022-EE-01/RHT1)

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	Saumeey Jain; ¹⁴ Time compensation: 54.5%
School Assembly/SK		eeecs-vicechair@dr.kth.se	Sina Sheikholeslami; Time compensation: 6%
Work Environment Group/Arbetsmiljögrupp		eeecs-council@dr.kth.se	Susanna Pozzoli; Time compensation: ↑ Alireza M. Kamelabad; Time compensation: 2% Alex Metreveli; Time compensation: 0%
JML Group/JML-grupp		eeecs-council@dr.kth.se	Sebastian Bujwid; Time compensation: 11%
Future Faculty		eeecs-ff@dr.kth.se	↑
Educational errands	General	eeecs-edu@dr.kth.se	↑
	Quality council/3rd cycle	eeecs-edu@dr.kth.se	Saumeey 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	Saumeey Jain; Time compensation: ↑ Sara Saedian; Time compensation: 4%

¹⁴ 41.5% for central level. 13% for EECS School



Information and Communication Technology		eecs-pad@dr.kth.se	Jordi Altayó Gonzalez; Time compensation: 2% Rodolfo Jordão; Time compensation: 3% Daniel Lundén; Time compensation: 1%
Computer Science		eecs-pad@dr.kth.se	Sebastian Bujwid; Time compensation: ↑ Amir Ahmadian; Time compensation: 6% Simon Gökstorp; Time compensation: 5% Joel Kronborg; Time compensation: 5% Alireza M. Kamelabad; Time compensation: ↑
Mediated Technology		eecs-pad@dr.kth.se	Arjun Rajendran Menon; Time compensation: 2% Joo Young Park; Time compensation: 1%
Departments/LG			
	Computer Science	eecs-board@dr.kth.se	Sina Sheikholeslami; Time compensation: ↑
	Electrical Engineering	eecs-board@dr.kth.se	Rodolfo Jordão; Time compensation: ↑
	Mediated Communication	eecs-board@dr.kth.se	Arjun Rajendran Menon Time compensation: 2%
	Intelligent Systems	eecs-board@dr.kth.se	Sebastian Bujwid; Time compensation: ↑
THS/Dr EECS Council		eecs-council@dr.kth.se	
	Chairperson, EECS/Dr	eecs-chair@dr.kth.se	Susanna Pozzoli; Time compensation: ↑
	Vice chairperson, EECS/Dr	eecs-vicechair@dr.kth.se	Sina Sheikholeslami; Time compensation: ↑ Saumey Jain;

*: subject to updates.

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

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			Time compensation: ↑ Daniel Lundén; Time compensation: ↑ Sebastian Bujwid; Time compensation: ↑ Amir Ahmadian; Time compensation: ↑ Simon Gökstorp; Time compensation: ↑ Joel Kronborg; Time compensation: ↑ Alireza M. Kamelabad; Time compensation: ↑ Arjun Rajendran Menon Time compensation: ↑ Joo Young Park; Time compensation: ↑
	Council, Dr/EECS	eecs-council@dr.kth.se	Susanna Pozzoli; Time compensation: ↑ Sina Sheikholeslami; Time compensation: ↑ Saumey Jain; Time compensation: ↑ Rodolfo Jordão; Time compensation: ↑ Alireza M. Kamelabad; Time compensation: ↑ Sara Saeidian; Time compensation: ↑ Jordi Altayó Gonzalez; Time compensation: ↑ Daniel Lundén; Time compensation: ↑ Sebastian Bujwid; Time compensation: ↑ Amir Ahmadian; Time compensation: ↑ Simon Gökstorp; Time compensation: ↑ Joel Kronborg; Time compensation: ↑ Arjun Rajendran Menon

*: subject to updates.

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			Time compensation: ↑ Joo Young Park; Time compensation: ↑ Alexey Metreveli; Time compensation: ↑ Vangjush Komini; Time compensation: 0% Kristina Popova; Time compensation: 0% Maria Henar Marino; Time compensation: 2% Yasaman Khorsandmanesh Time compensation: 1%
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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.



Attachment 5: ITM

ITM School-level doctoral representatives – HT22

ITM SCHOOL (DR2022-IT-01/RHT1)

Organ	Sub-organ	Dr Functionary E-mail	Representatives
Executive Group/LG		itm-chair@dr.kth.se	Mohammad Abuasbeh ¹⁵ ; Time compensation: 92%
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%

¹⁵ 69.5% for central level. 22.5% for ITM School

*: subject to updates.

Education and Communication Studies	Technology and Learning	itm-pad@dr.kth.se	Louise Björlin Svozil; Time compensation: 7%
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 Gasper 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 Björlin 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	↑

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	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 Björlin 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 Björlin Svozil; Time compensation: ↑ Sundhanshu Kuthe;

*: subject to updates.

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			Time compensation: ↑
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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.



Attachment 6: SCI

School-level doctoral representatives – HT22

SCI school (Dr2022-SC-01/RHT1)

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: 7 % Charlie Börjeson; Time compensation: 11%
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: 11% ¹⁶ Daniel Qvarngård; Time compensation: 5 %
	Applied Physics	sci-pad@dr.kth.se	Charlie Börjeson Time compensation: ↑

¹⁶ 6% for central level. 5% for SCI School.

*: subject to updates.

			Cherrie Lee Time compensation: 3.5 %
	Vehicle and maritime engineering	sci-pad@dr.kth.se	Sai Kausik Abburu; Time compensation: 10 % 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: 6 %
	Applied and computational mathematics	sci-pad@dr.kth.se	Emanuel Ström; Time compensation: 7.5 %
	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: ↑

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			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: ↑

*: subject to updates.

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			Charlie Börjeson Time compensation: ↑ Sai Kausik Abburu; 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: ↑ Niloofar 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: ↑

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	Council, Dr/SCI	sci-council@dr.kth.se	<p>Mattias Åstrand Time compensation: ↑</p> <p>Charlie Börjeson Time compensation: ↑</p> <p>Vladilena Gaisina; Time compensation: ↑</p> <p>Sai Kausik Abburu; Time compensation: ↑</p> <p>Jana Vasiljevic; Time compensation: ↑</p> <p>Elina Charatsidou; Time compensation: ↑</p> <p>Daniel Qvarngård; Time compensation: ↑</p> <p>Cherrie Lee Time compensation: ↑</p> <p>Niloofar Sayyad Khodashenas; Time compensation: ↑</p> <p>Louise Rosenblad; Time compensation: ↑</p> <p>Nedialko Bradinoff; Time compensation: ↑</p> <p>Emanuel Ström; Time compensation: ↑</p> <p>Rohan Ajit Kulkarni; Time compensation: ↑</p> <p>Saeed Davoodi; Time compensation: ↑</p>
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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.

*: subject to updates.

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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)¹⁷.
- 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:
Estimated workload duties (/term, %) = 5% + $\text{Sum}(\text{workload multipliers} \times \text{meetings in hours}) / 8.5$ ¹⁸ The numbers to be actually claimed by each member shall be compensated as incurred, i.e. could be different from the estimated numbers. Additionally, national representations and european-level representations are included.

¹⁷ Participation within workers unions, e.g. professional unions (SACO) and civil servant trade union (TCO/ST) are usually compensated using different guidelines.

¹⁸ 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.

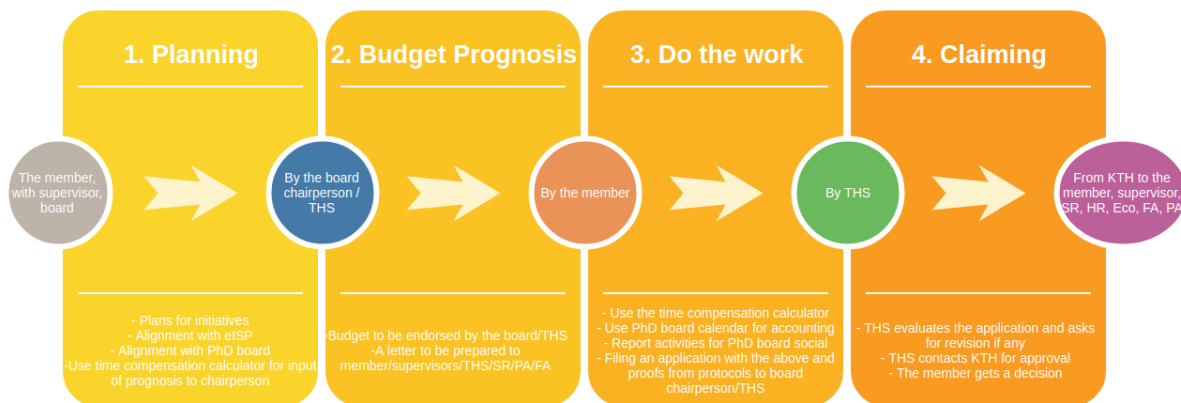
The workload multipliers can be described as follows:

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

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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	
Chapter meetings	5x2x4	

*: subject to updates.

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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	-	

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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	-	
Total		7.5% (10%)

*: subject to updates.

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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%)

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