

Chapter Meeting no. 4 – June 20th 2023

Minutes



PhD Chapter at KTH

Place: Henrik Eriksson Room, Osquars backe 2 ([map](#)) and Zoom: <https://kth-se.zoom.us/j/61536821776>

Time: Tuesday, June 20th 2023, 17:20

1. Opening formalities [17:25-17:30]

- a. Meeting opening
 - i. Meeting opened at 17:25
- b. Attendees
 - i. See attached list.
- c. Choice of meeting chairperson
 - i. Mohammad Abuasbeh was elected unanimously.
- d. Choice of meeting vote counters
 - i. Hampus Berg Mårtensson and Mattias Åstrand were elected unanimously.
- e. Choice of meeting secretary
 - i. Fabio De Ferrari (agenda point 1 to point 5) was elected unanimously.
 - ii. Vladilena Gaisina (agenda point 6 to the end) was elected unanimously.
- f. Choice of meeting minutes checker
 - i. Saumey Jain & Susanna Pozzoli were elected unanimously.
- g. Approval of the meeting agenda
 - i. The chapter meeting approved unanimously the addition of the motion "[Setting a time limit for nominations for elections](#)" by Saumey Jain to be the agenda point 4.a. Then the agenda was approved unanimously with minor changes.
- h. Approval of the latest protocol
 - i. Approved unanimously.
- i. Approval of [rules of conduct, motion handling, voting procedure](#)
 - i. Approved unanimously.

2. Introduction and Reports [17:43 - 18:38]

- a. Welcome and presentation of the Board

Mohammad provides an overview of the different boards and committees at KTH and how the PhD chapter interacts with the different entities both within and outside KTH.
- a. THS Report

Amanda from THS is presenting the current situation at THS and talking about the handover of responsibilities for the newly elected board at THS.

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b. Board and school councils reports

- **Board report:** Mohammad reports on the involvement of the PhD chapter board in different activities. Topics covered: work environment, PhD wellbeing, resources for PhD courses, immigration law, continuity of the PhD school Councils, time compensation guidelines for PhDs, Swedish language learning, student supervision, student equality, PhD onboarding, PhD social activities, PhD survey, supervision quality, career development. A brief overview of the PhD chapter finances.
- **SCI:** Mattias (council chair) reports that they worked on an agreement for time compensation, and it is now in place. Survey, some preliminary results already used. Outreach: posters were made to promote participation in the school council. Standardized onboarding procedure. Considering adopting slack pro. Organized several events.
- **ABE:** Hampus (council chair) reports that they worked on outreach through a newsletter and welcome letter for new PhD students. Survey, data analyzed and shared with the quality education council. Organized first event. Lots of interviews with new docents.
- **EECS:** Saumey (council chair) reports that they are working with updating the study plans and programs' description. Added credits for the language courses. Reduced credits to 60 from 75. Outreach through all-employee meetings. Organized twice the "finish on time" seminar. Allocated budget for program-specific retreat. Involvement with the Kista campus closure discussion.
- **ITM & CBH:** Mohammad (chairperson) reports that they organized several social and outreach events. Worked on updating the study plans. Work on developing time compensation guidelines for CBH school. PhD Survey, like other schools' data analysis. Involvement with the recruitment of new PAs.

3. Decision Points [18:38 - 18:42]

- a. Freedom from responsibility for the resigning board (2021/2022) and functionaries and freedom from responsibility for the resigning board (2022/2023) and functionaries based on the Auditor Report.

The chapter meeting voted unanimously in favor of the current Auditor (Pil-Maria Saugmann) to also be the auditor for the board of 2021/2022. Pil-Marira will review the reports and financial records of both boards 2021/2022 and

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2022/2023 and submit the audit reports to the board in time in order to hold the vote for freedom of responsibility for both board 2021/2022 and board 2022/2023 in the first chapter meeting during the fall 2023.

4. Motions [18:42-19.15]

- a. Setting a time limit for nominations for elections by Saumey Jain
Saumey presented the motion. The chapter meeting voted 11 in favor, 1 abstained to accept the motion and put it up for a vote in the next chapter meeting in order to be fully accepted to change the status.
- b. Modifying elections/voting procedures. by Daniel Medeiros
Daniel presented the motion. After some discussion, the motion was withdrawn by Daniel.

5. Break [19:15-19.30]

6. Elections [19:30-21.19]

- a. Presentation of the Nominating Committee report
Saumey, on behalf of the nomination committee, presented the nomination committee report and the candidates for each position.
- b. PhD Chapter Board
 - i. Elections (Jan-Dec 2023)
 1. Vice Chairperson
Mohammad explained that his initial consideration for the position was to ensure smooth transition and continuity of the board. Given the availability of another suitable candidate, Mohammad withdraws his nomination.
Zoé presented herself at the meeting then later moved to a waiting room. After some discussion, Zoé was elected unanimously with 11 votes in favor.
 2. Communication Manager
Andressa had to briefly leave before the break and was not in the meeting at the moment of her election. A video of her introduction was played and after some discussion, Andressa was elected unanimously with 12 votes in favor.
 - ii. Elections (July-June 2023/2024)
 1. Chairperson

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Daniel presented himself at the meeting then later moved to a waiting room. After some discussion, Daniel was elected unanimously with 12 votes in favor.

2. Education Manager

Given that Ugne is in Japan and was not able to attend the meeting, Ugne presented herself to the meeting through a video recording. After some discussion, Ugne was elected unanimously with 12 votes in favor.

3. Webmaster

Kiran presented himself at the meeting then later moved to a waiting room. After some discussion, Kiran was elected with 9 in favor, 1 abstain.

4. Workgroups Manager

No candidates for this position. The position stays vacant.

5. Event Manager

No candidates for this position. The position stays vacant.

c. PhD Chapter Functionaries

i. Election of 2023 Nominating Committee (2 positions)

The nomination committee currently has 3 members (out of the possible 5). No new candidates for the additional two positions. The positions stay vacant.

ii. Election of Masters of Ceremonies (2 position)

The chapter meeting voted unanimously in favor of opening for free nomination Master of ceremonies with mandate for Jan-Dec 2023.

Mohammad, Saumey and Daniel nominated Susanna Pozzoli and she accepted the nomination.

Chapter moves to vote on both candidates at the same time, approved unanimously.

Votes on Saumey Jain and Susanna Pozzoli: 8 in favor, 2 abstain

1. Mandate (Jan-Dec 2023)

Susanna was elected for this mandate period

2. Mandate (July-June 2023/2024)

Saumey was elected for this mandate period

iii. Election of Auditors (2 positions, July 2023-Dec 2024)



The chapter meeting voted unanimously in favor of opening for free nomination. Mohammad Abuasbeh nominated Teo Elmfeldt. Teo accepted the nomination. Teo presented himself at the meeting then later moved to a waiting room. After some discussion, Teo was elected unanimously with 10 votes in favor.

iv. THS Student Union Council Representatives (July 2023-June 2024)

1. Main representatives (4 positions)

No candidates available for the positions.

2. Substitute representatives (2 positions)

No candidates available for the positions.

Chapter meeting moves not to open for free nominations: 9 in favor, 1 abstain. Chapter meeting moves to vote to delegate the responsibility to appoint the PhD representatives at THS Union Council (KF) to the Chapter Board. Approved unanimously.

7. Meeting closing [21.19]

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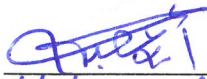
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Protocol,

Meeting chairperson: Mohammad Abuasbeh


Signature:  2023-07-06
Mohammad Abuasbeh

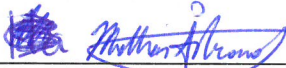
Meeting secretary: Fabio De Ferrari and Vladilena Gaisina

Signature:  23-7-7-


Signature:  2023-07-06
Vladilena Gaisina

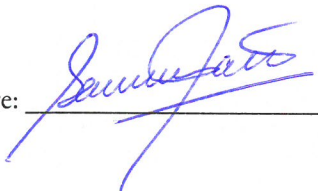
Vote counters: Hampus Berg Mårtensson and Mattias Åstrand

Signature:  2023-07-06
Hampus Berg Mårtensson

Signature:  2023-07-06
Mattias Åstrand

Minutes checkers: Saumey Jain and Susanna Pozzoli

Signature:  2023-07-06

Signature:  2023-07-06

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Attendance List

No.	Name	Physically/Online	School	Chapter Member	Joined	Left
1	Mohammad Abuasbeh	Physically	ITM	Yes	17:15	21:19
2	Vladilena Gaisina	Physically	SCI	Yes	17:15	21:19
3	Kiran chhatre	Physically	EECS	Yes	17:15	21:19
4	Saumey Jain	Physically	EECS	Yes	17:15	21:19
5	Pil Maria Saugmann	Physically	Auditor	No	17:15	21:19
6	Daniel Medeiros	Physically	EECS	Yes	17:15	21:19
7	Humam Siga	Online	CBH	Yes	17:15	21:19
8	Amanda Andrén	Physically	THS	No	17:15	21:19
9	Andressa Mazur	Online	CBH	Yes	17:15 20:22	19:28 20:52
10	Ubereen Bano Sayyeda	Physically	EECS	Yes	17:15	19:00
11	Humam Siga	Online	CBH	Yes	18:14	18:49
12	Mattias Åstrand	Physically	SCI	Yes	17:15	21:19
13	Fabio De Ferrari	Physically	EECS	Yes	17:15	20:00
14	Elina Charatsidou	Physically	SCI	Yes	17:15	18:00
15	Susanna Pozzoli	Physically	EECS	Yes	17:15	21:19
16	Hampus Berg Mårtensson	Physically	ABE	Yes	17:15	21:19
17	Kaan Etikan	Physically	ABE	Yes	17:15	21:19
18	Matt Davoudizavareh	Physically	ABE	Yes	17:15	20:30
19	Henrik Johansson	Physically	EECS	Yes	17:15	21:19
20	Teo Elmfeldt	Online	THS	No	17:15 21:01	19:18 21:19
21	Zoé Barjot	Online	ABE	Yes	18:54	21:19
22	Mohit Daga	Online	EECS	No	18:11	18:17

Meeting Started: 17:25. Meeting Ended: 21:19. Total attendees: 22. Eligible Voters: 18.

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