



**PhD Chapter at THS | Doktorandsektionen vid THS  
Board 2023/2024**

## Minutes for Board Meeting #05

**Place:** Room Walnut, Teknikringen 10B (KTH Campus)

**Date:** December 11th, 2023, 15:00 - 17:00

**Attendees:** Daniel, Fabio, Andressa, Zoé, Ugne, Kiran

**Formalities:** [5 min]

1. Election of Meeting Chairperson, Secretary and Minutes Checker.  
Daniel Medeiros was elected as Chairperson, Ugne Miniotaite as Secretary and Zoé Barjot as Minutes Checker.
2. Approval of Agenda and Previous Minutes.  
Zoé adds an additional discussion on JML and Sustainability. The minutes from the last meeting are not published and approval is pushed to the next meeting. Daniel added some points on the agenda as well.
3. Eventual matters related to formalities.  
No current matters.

**Decisions:**

4. Increase of time compensation of Fabio De Ferrari.  
The board has decided to increase Fabio De Ferrari's time compensation in 1% due to the transition between treasurers.

**KTH Committees:**

5. Updates on the KTH University Board  
Daniel: Announcement of closing of Kista and Södertälje was not very informative, which Daniel believes will be very unsettling. The move will happen before 2027. SU has also decided to leave Kista in 2030. Students and several faculty in Kista do not want to move, which led to a heated reaction after the move was announced. The electrum lab move will be investigated further and THS demands that an independent party conduct this.
6. Other committees  
**Storträffen:** Daniel held a discussion table, and spoke a lot about mental health. This got pushed towards discussion on the onboarding process. Many people want the students to solve it. Buddy system was suggested.  
**Zoé:** Bad on-boarding is a symptom of the larger problem. Should not be on the shoulders of the PhD students. Perhaps creating a workgroup around it to see good examples from other schools. Doktorandbyrån could perhaps help solve this.

**DM**

ZB

**Andressa:** Article coming out in January about sexual harassment and incivility at KTH. JML-A (with head of schools) meeting tomorrow finishing the priority areas for JML-work. Structure for JML at the schools. How to reach out info about sexual harassment. Gender equality and equality and education.

**Discussions:**

7. Elections Results

Elections were held online and we will have another run in June before this method is adopted into the statutes. Elections being online has increased participation. A full board elected for the first time since 2020.

Andressa: The window for voting was too small.

Zoé: Need to ask for some feedback about the election and document.

Ugne: General documentation of how things are done should be created. Realise that it's a lot of work, but it would be nice to start the process.

8. Time Compensation Reports

Daniel started to request the reports for the councils. There is some confusion regarding how the time compensation works. Daniel will have a meeting regarding this. He was told that the schools should invoice KTH central.

9. Insufficient funding requests - what to do?

Kiran has improved funding requests. Fabio thinks we should update the rules. Whoever applies for the funding request should be responsible for the cost. E.g. if invoices are larger than what was requested, the person should be responsible to cover this. They can still apply for more funding. Whoever applied for funding should show that they applied for 2-3 quotes before requesting funding. Taking more care when spending the Chapter's money. Daniel thinks this should be discussed at the Chapter meeting. Fabio will create an exact formulation that will be sent in the board slack for us to approve.

10. Outsourcing of Treasury Tasks

Daniel has looked into this and it seems more difficult than expected. He was referred to a person that can give education on accounting. Waiting for the new treasurer to see how to proceed.

11. THS International Reception Spring 2024

We will organise three events: acroyoga 17 jan, on-boarding 30 of Jan and karaoke on Feb 2nd. Daniel is trying to do a music festival in April. The next event manager wants to have a ski trip, but the two last events would be after the official reception dates.

12. Other

a. JML and sustainability

Zoé: Torn about having specific representatives regarding JML and sustainability because it should be integrated in each position. Launch a discussion regarding if we should have JML responsibility.

Daniel: We can add responsibilities to a position or add positions.

Ugne: Add a point to the next meeting with a new full board on how we can incorporate JML and sustainability in our positions.

b. Recruitment procedures at KTH

**DM**

ZB

PhD students should be more involved in the whole recruitment process for faculty. The PhD councils are now invited to select applications in the first round. We see if the councils can keep up with this work load.

c. Supervisor of the Year Award

We need to start thinking about this. Could probably be more automated. A nice ceremony as well.

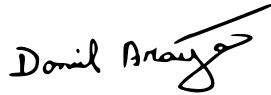
d. Newsletter

Andressa wants to do a “meet the board bit”

The new board members should get some handover and think a bit about their goals.

The meeting ended at 16:32.

Signatures:



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Daniel Medeiros - Meeting Chairperson



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Ugne Miniotaite - Meeting Secretary



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Zoé Barjot - Minutes Checker