



**PhD Chapter at THS | Doktorandsektionen vid THS  
Board 2024/2025**

## **Agenda for Board Meeting #08**

**Place:** Hybrid / [Zoom](#)

**Date:** 24/04-2025

**Time:** 15.30

**Invitees:** Board Members, head of WOP, Auditors

**Formalities:** [5 min – 10 min]

1. Election of Meeting Chairperson, Secretary, and Minute Checker.

Chair: Ugne

Secretary: Hilma

Minute Checker: Peiling

Ugne, Peiling, Abhilash, Ellymey, Matt, Zoe (online),  
Hemanth (joined 16.00)

Zoe leaving 16.55

Abhilash brought fika!

2. Approval of Agenda.

Yes

3. Eventual matters related to formalities.

Yes

**Board Reports / Informs:** [ 15 min]

4. [Board Report - Committees](#)

PhD Survey: Analysing data and will send out to reference groups and to the council.

Tell councils not to analyse to small groups to preserve anonymity

Will look into how to automatically send out ice cream

PhD students will be able to get credited for Swedish courses!

Ugne will send personal contact info to EECS and CBH councils to Zoe

Ugne should update the CBH page.

Departmental duties: formally decided by the employer (head of department) - thus very a lot. FuSAM + us will look into this next term

Sport events - need to book for next semester. Try if Tuesday 17-18 time slot is available

eISP transferred to ladok fall 2026

Zoe: add info about eISP in blank space of the beginning

Zoe: add box to discuss about salary ladder

Hilma and Peiling will talk about it

**Discussions: [75-90 min]**

5. EStER: Engineering Students Exploring Research Event
  - a. THS organisation - for bachelor and master student
  - b. They ant to organise an event with 4PhD students talking about their journey + asking questions (chemistry, physics, computer science, math)
  - c. Need help to find people
  - d. Zoe will spread to Councils (Abhilash will send info to Zoe) and Ellymay will spread to chemist people
  - e. Hemanth: do a panel talk with the speakers
6. Reversed THS event. Måndag 19 maj, kl 15:00-17:00
  - a. career event for companies meeting chapters
  - b. 14.30-17.30
  - c. Hilma Hemanth Matt will join
7. PhD Chapter boat events

Matt will do da doodle
8. PhireD feedback, and 2026

Meeting with relocation and innovation/career office? KTH. They want to 'own' the event. Ugne and Matt made it clear to be collaborators but NOT co-owner. They seem to understand more now.

The PhireD committee will contact them after committee has a plan contact for collaboration

Meeting with Digital future: don't promise anything!

**Committee:**

Board should decide on funds for thank you for committee

Think of nr of students och what kind of thank you event

Hemanth idea: Project leader gets time compensation. Project Leader elects group (take help from Matt)

Abhilash: could the Buiss. Lea. be the PL?

Matt should write a handover and think about a reasonable budget

9. Gift for Ingrid
  - a. Put in Newsletter that Ingrid is leaving and new guy starting

- b. Hilma will invite him to PhD onboarding
- c. Will be a party...
  - i. Hilma will ask Iris about
- d. st with chapter logo?
  - i. Vase/glas
  - ii. Hilma will look into

#### 10. Paying for 20% of the PhD Ombudsman salary

Previous has been on 80%, asking if we can pay extra 20% to bring up to 100%

Could be a way to ensure higher engagement for PhD student questions

Do we have data on nr of phd st contacting Ingrid? from PhD survey ~10% have contacted her but gone in waves

We should be detailed in what we want them to do

Invite new guy to next board meeting

We will invest in this for 1 yr, then evaluate.

#### 11. Funding requests

- a. We were told to look time over...
  - i. Hemanth will write up something, ei if below this amount the answer within XX
- b. Time budget:
  - i. Hemanth: each council given a budget. Then the council treasurer will approve resp. event
  - ii. In principle we as a board are in favour for this but it is a long process
- c. Please never abstain from voting - only abstain if conflict of interest - otherwise vote no. (is okay to vote yes even if it might be conflict of interest)

#### 12. PhD Chapter board Gasque

- a. Date 16th of May: 18 start mingling, dinner start 19
- b. Hilma and Ugne are toastmasters
- c. Invites: Board, council + PAD, functionaries, Flyg (), start with 80 ppl, send out to more after (people who have helped out before) Ugne+Hemanth look over
- d. Start by sending out invite next week
- e. Theme: The OSCARS, people will be grouped into different movies
- f.

#### 13. PhD Chapter 45 yr anniversary Gasque

- a. Coming Autumn
- b. BIG+fancy (högtidsdräkt)
- c. Invite the Rektor
- d. Sending out to ask students to join
- e. Abhilask, hemanth, Monica, Ugne, Hilma

#### 14. Chapter Meeting

- a. Date 10th of June? (maybe rebook? 5th of June? Hemanth will check booking)
- b. Help out to find CANDIDATES!

#### 15. Handovers

- a. Everyone needs to write a handover. Due end of May
- b. Time compensation will be filled out in may

#### 16. Supervisor of the Year

a. **nominations**

24 nominations

A gift for students who nominate their supervisor? Gifts for supervisors and students who were selected as candidates?

b. **committee and timeline**

committee members from 4 schools, EECS missing candidates will be selected by 5th of May, one or two meetings to select the final winner in May (lunch/ fika/ dinner).

- make a podcast during the meeting

Announce the final winner on the 13th of June (flexible according to committee member and the supervisor's plan)

ask the supervisor and the student if they would like to record a podcast

c. **questions**

should we contact PhD graduation ceremony (Doctoral promotion (Promovering)) to give the award formally this year?

*Tell the supervisor but ask to get them invited the ceremony*

the reason why we take the trophy back and can we do one per year?

*Ask zoe if we take away the name or add name and if we can instead just buy new trophies*

Conflict of interest (chairperson), can we make all nominations anonymous for the whole committee? the worst supervisor of the year (no...), 'why my supervisor is not nominated', informally, could be a podcast topic (read comments)

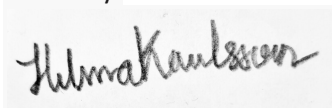
*Make it more casual, ask on instagram (make an anonymous form) and put up funny stories on instagram.*

Meeting closed 18.00

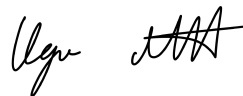
minute checker:



Secretary:



Ugne Miniotaite  
Chairperson 2024/2025



### **Approved per capsulam decisions:**

**2025-03-14:** Zani Narsing (ITM) requests funding for an afterwork event (does not include alcohol).

He wants to reserve shuffleboard tables (x4) for a group of 30 people - 4x340x3 = 4080 SEK

Food and soft drinks - 30x250 = 7500 SEK

Total - 11580 SEK (386 SEK/person)

**2025-03-14:** Hemanth Venkatesan (Treasurer)

For the PhD career fair: PhireD -

*"I got back an offer from US-AB.*

*All costs include printing costs.*

*Bottles (plastic) - 6900 SEK for 100 bottles*

*Bottles (stainless steel) - 11500 SEK for 100 bottles*

*Mugs (white) - 6800 SEK for 100 mugs*

*T shirts - 4715 SEK (includes two prints, front and back) for 24 T shirts of various sizes.*

*Regarding the balloons, US-AB said that the minimum order quantity for that product is quite high; we had requested 100 balloons, so she said she would get back to me.*

*I have forwarded the mail to the board email address, in case you want to take a look.*

*If we go with the plastic bottles, the total cost comes to 18415 SEK.*

*If we go with the stainless steel bottles, the total cost comes to 23015 SEK."*

**Decided on stainless steel so a cost of 23015 is approved.**

**2025-03-18:** Abhilash Kulkarni (Event Manager)

*"I would like to request funding for the PhD Chapter meeting event on 26th of March.*

*This event includes dinner for all attendees who have registered and we thought of having additional refreshments too.*

*Dinner : ~9000 SEK (145 SEK per person)*

*Refreshments (chips, non alcoholic drinks etc) : 1000 SEK*

*So in total 10000 SEK."*

**2025-03-19:** Juan Camilo Avendaño (Event Manager ABE) requests 5300 SEK for "Gathering with PhD students from ABE school for a beginners salsa lesson in the PhD pub "T-Centralen".

*I would like to apply for this funding for the cost of the dance teacher and beverages during the evening. The cost for two hours of lesson is 3000kr plus tax (aprox10%).*

*Cost breakdown:*

*3300 SEK Salsa Teacher*

*1000 SEK beverages*

*1000 SEK buffer*

*Expected participation: 30 people.*

**2025-03-19:** Ari Carisza Graha P (ITM) is applying for 2500 SEK to cover lunch and fika at INDEK PhD Writers retreat for 10 students.

*"The Writers' Retreat for INDEK PhD students is scheduled to take place on October 24, 2022, at "Naturens Hus." This retreat aims to provide a structured and supportive environment for doctoral students to focus on their writing projects, engage in peer feedback, and develop productive writing habits. The retreat is designed to enhance research progress and foster collaboration among PhD candidates within INDEK.*

*Lunch for participants at Gamla Orangeriet (estimated at 200 SEK per person for 8-10 participants) 2,000*

*Coffee and milk for breaks 500*

*Total Estimated Cost 2,500*

*We are specifically applying for 2,000 SEK to cover the lunch expenses at "Gamla Orangeriet." This meal will provide participants with a necessary break and an opportunity for informal discussions, contributing to the retreat's overall success.*

*We appreciate your consideration of this funding request and look forward to your support in making this writing retreat a productive and enriching experience for INDEK PhD students."*

**2025-03-19:** Karthik Rajasekar (CBH) applying for 2200 sek lunch cost for 15 people during the council member election (147 per person)

**2025-03-25:** Peter Nezal (ABE) requests 2000 SEK for pizza and soft drinks for 10 doctoral students of the program Geodesy and Geoinformatics to discuss before the Programrådet.

*"This is a laid-back, informal get-together for Geodesy and Geoinformatics PhD students where they can openly chat about current issues, share challenges, and discuss any updates regarding the study program. No formal agenda or presentations—just a friendly space to connect and vent. Plus, lunch will be served to keep everyone fueled and motivated to attend"*

**2025-03-25:** Sigvard Bast (ABE) requests 2000 SEK for dinner snacks and soft drinks for 10-15 students from SEED for an after work.

*We will arrange an after work in the department kitchen with board games and a table tennis tournament. It will be a social event to give PhDs a forum to get to know each other outside of work.*

**2025-03-26:** Shirin Tahmasebi (EECS) requests 2500 SEK for 15 people (167 per person) for pizza at a board games night at the SCS division.

*At SCS, we have regular social activities. These activities are for all faculty and students but about 80% of participants are Ph.D. students. This event is also one of these social activities in which we as organizers provide some boardgames and snacks. The first boardgame event was on 20th of March where more than 10 people showed up. This funding request is for the second boardgame event which will be in the 3rd or 4th week of April. This time, we expect to have more people, probably between 15 to 20.*

**2025-03-26:** Hemanth Venkatesan (Treasurer)

*PhireD - Snacks and beverages*

*I request 12000 SEK for snacks and beverages during the day of the career fair.*

**2025-03-28:** Hemanth Venkatesan (Treasurer)

*PhireD - Tshirts, mugs, balloons and bottles*

*I'm sorry for the inconvenience, but I forgot to include the Moms amount (VAT) in the funding application previously, which was omitted from their quote. Since, we also wanted balloons the final amount to be approved for the things requested from US-AB is 30,331 SEK.*

**2025-03-28:** Matt Davoudi (Business Liaison)

*PhireD - Warm Lunch for companies (for 47), coffee/tea (for 300), and sweets (for 100) ordered from Systerobror*

*I am requesting to reserve 21,000 sek*

**2025-04-01:** Loris Mazzaferro (ABE) requests 1500 SEK for lunch and beverage for and information lunch for the doctoral students of SEED. Expected 10-12 participants.

**2025-04-07:** Hemanth Venkatesan (Treasurer/MC)

*MC - I would like to request 3000 SEK to order patches for the upcoming VPR.*

**2025-04-07:** Sangwon Seo (EECS) requests 3600 SEK for a movie night at the ISE division.

*"The event consists of a movie night for the division ISE, with the theme of having a movie from a country of the PhD students. This time it will be a movie from China. The main purpose of this event is to have a social activity within the division."*

*Division of funds -  $18 * 200$  SEK for food = 3600 SEK.*

**Updated to 4000 SEK on the 24th of April 2025**

**2025-04-07:** Matt Davoudi (Business Liaison)

*Requesting 3000 SEK for PhireD's organizers and hosts's feedback and thank you lunch*

**2025-04-07:** Maria Giamouridou (SCI) requests 9000 SEK for a painting event with her council.

*"We want to organize painting event on ceramics at Kärlek å Keramik in Stockholm on 30th of April. The idea is that the event can host maximum 30 people due to the cost and the availability of the location to host this size of the group, where each of us will decide to paint a coffee mug or a bowl. Then, we will leave our ceramics there, they will take care of them and after 10 days we will take them back. The duration of the event will be 2-2.5 hours."*

*Division of funds -  $30 * 300$  SEK = 9000 SEK*

**2025-04-11:** Danai Deligeorgaki (SCI) requests 7024 SEK for a Gokarting event with his division.

*"I am applying for support to have a go-kart experience with the members of my division (ACGT in Math), or my research group (Combinatorics in Math, part of ACGT).*

*I have talked with the members in the combinatorics group, especially the PhDs and postdocs and they are interested. As you can see we are 6 students in the group <https://www.kth.se/math/act/comb>, together with several postdocs and a few professors. We have done this before in an informal way and it worked very well for team building. However, I think it would be easier to attract more members of the group if there was some financial support. The location is O'Learys in Kista <https://olearys.com/sv-se/stockholm-kista/activities/gokart/> and the price would be 439 SEK per person (for a mini GP). I chose a short date so that everyone can be here before Easter but it is negotiable. I would be grateful for any support you can provide. I am available for any questions there might be. (I would argue for sustainability because the place chosen seemed the most considerate in terms of sustainability in Stockholm, and is for sure more sustainable than other forms of racing. I chose the option "reception" because we have quite some new members in the group.)"*

Division of funds -  $16 * 439 \text{ SEK} = 7024 \text{ SEK}$

**2025-04-16:** Zani Narsing (ITM) requests 7500 SEK for an afterwork games night event at his school.

*"Hosting a board game night at the ITM HPT Kitchen. We will collect board games from members for free. It would be great if we could borrow some games from the PhD Chapter, if possible."*

*The budget is for food and drinks for 30 people. We will order in Thai food from a local restaurant, likely this one: <https://mam-restaurang.webnode.se/meny/>. I will also buy chips and soft drinks from a grocery store."*

Division of funds -  $30 * 250 \text{ SEK} = 7500 \text{ SEK}$

**2025-04-16:** Anastasios Skoufas (ABE) requests 6600 SEK for a pottery event with his division.

*"The pottery class, including a dinner afterward, would serve as a smooth transition to the KTH doctoral life of our new doctoral colleagues. We will have the opportunity to get to know each other more and have fun during the pottery class using our imagination. The idea is for the chapter to cover part of the pottery class cost and part of the dinner cost afterward."*

Division of funds - Pottery class -  $11 * 400 = 4400 \text{ SEK}$

Dinner -  $11 * 200 = 2200 \text{ SEK}$

**2025-04-16:** I would like to ask for 2200 SEK for bowling teambuilding and wraps for the board meeting + team building 24/4 next week.

1200 SEK for the bowling 2 lanes

1000 SEK for 10 wraps (I order less if less people inform me that they are coming)

Total of possible participants is 10

**2025-04-23:** Zoé Barjot (Council Coordinator)

*Markella and I have been planning for some events from WOP in the coming weeks: WOP is launching a feminist book club and the launch meeting will be on April 28th at 17h on campus. Funding is requested for providing fika to the book club members, 100 SEK/persons, expected 20 persons = 2000SEK.*



**2025-04-23:** Zoé Barjot (Council Coordinator)

*Considering the interest and positive feedback from last time, WOP is organise another a feminist self-defense course for women, organised by - Feministiskt självförsvar.*

*The workshop is for 30 participants; is 2 hours of keys for verbal and physical self defense against violence towards women. The event would be on May 20th 17h-20h, with some fika:*

*Costs: 1500 for the class to the organisation + 3000 for fika (100 SEK total per participant for 30 people)*

**2025-04-24:** Hemanth Venkatesan (Treasurer/MC)

*MC - I would like to request 1000 SEK for Mattias and myself to cover our lunch and dinner costs during VPR.*

**2025-04-24:** Erika Blomstrand (ITM) requests 2000 SEK for dinner with her division.

*"On the afternoon of the 28th of April, we are organizing a Pimp the Office session, a team led initiative focused on revitalizing our workspace through cleaning, decluttering, and minor reorganization. The goal is to create a more welcoming, functional, and inspiring environment for everyone. Following the clean-up, we plan to wrap up the day with dinner at a nearby restaurant. This will be an opportunity to enjoy a relaxed moment of social connection outside the usual work context. The combination of practical action and shared leisure contributes to a positive workplace culture. We're applying for funding to help cover the cost of the dinner as a token of appreciation for everyone's contribution and to strengthen bonds among us doctoral students at INDEK."*

Division of funds -  $10 * 200 \text{ SEK} = 2000 \text{ SEK}$