



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

Agenda for Board Meeting #13

Place: [Zoom](#)

Date: 22/05-2025

Time: 15.30

Invitees: Board Members, head of WOP, Auditors, Doktorandombud, Giancarlo

Attendees: All Board members minus Liv, Peiling, Hemanth, and Ellymay

Formalities: [5 min – 10 min]

1. Election of Meeting Chairperson, Secretary, and Minute Checker.
2. Secretary: Matt Davoudi
3. Chairperson: Ugne Miniotaite
4. Minute Checker: Zoé Barjot
5. Approval of Agenda.
6. Eventual matters related to formalities.

Board Reports / Informs: [15 min]

7. [Board Report - Committees](#)
 - a. Hilma's update on:
 - i. Onboarding this morning
 - ii. PhD Salary ladder update: It's moving in the right direction
 - iii. FU - PhD Survey? The stakeholder group above the university, the dean, is going together with Hilma to the event, but no decisions have been made yet, but will be made in the next semester. Central KTH wants to see how to measure the time needed to climb the salary ladder. Someone had a question about the agreement with the unions, should they cancel it already now, and what to do with it later.
 - iv. Uploading thesis on DIVA. They are currently trying to fix this as many PhD students could not upload their theses on DIVA.
 - v. Question regarding the time compensation of Scholarship students is gonna be handled by Hilma.
 - b. Council coordinator Zoe updated:
 - i. Matters discussed in the councils:
 - ii. Survey? Ellymay was missing to talk more about this

- iii. Departmental duties and “crediting” different tasks: this has to be taken up next year.
 - iv. Procedure for transition lic-PhD: same for next board, should have this at hand.
 - v. Registration to LADOK: Is it clear for PhD students that it needs to be redone every year? Many students miss this on Ladok. Is it mentioned during the onboarding? Pads in one school at KTH remind the students. We think it is a good idea to have it on the big onboarding and on the hands of PADS, as well as maybe the Chapter send this out every year?
 - vi. Industrial PhD students and their representation
 - vii. Latex template for PhD thesis? There is an unofficial version from EECS, but there is a work group that tried to make it official, but it didn't work out well so far because of the communication issues etc. Seems the official template is not very neat, so people are still using the old one, and it needs more improvement.
- c. Webmaster update:
 - i. at the ethics committee discussion on speeding up on handling of the cases.
 - ii. There is an advisor group pushing to have more international relations, and this is new, but no cases have been submitted yet
 - iii. The internal referral guidelines have been changed.
 - iv. The research support office has two ongoing cases on. One is about African students, how they can get their degree through projects which are ongoing.
 - v. Joint group of ethics with KI and KTH
- d. Business liaison update:
 - i. Opening up new study places in the KTH library renovation
 - ii. 200-year celebration - want new renovations done before
 - iii. PhireD:
 - 1. Discussions are ongoing with THS Armanda for alternative locations (e.g., Flemingsberg, AlbaNova). Rental costs should be integrated into the overall THS funding dialogue
 - 2. Reversed: Chapter attended, and Matt has a lot of contacts for the next PhireD.
- e. Markella:
 - i. She is excited about the feminist book and self-defence class for women. They did it twice so far.
 - ii. Markella booked the TC for an event in TC for painting and a relaxed event for everyone, but mostly for women.
 - iii. They want to have research targeting women, there is a plan for a small vase conference in October or September.
 - iv. An idea is for Markella to have a speech in the Chapter meeting on the 5th of June to attract more people.

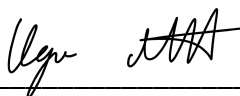
8. Meeting the Doktorandombud:
 - a. [Adi is Ingrid's successor](#). The board met him online and he introduced himself to the board.
9. Meeting Giancarlo - PhD representative of Saco-S:
 - a. [Giancarlo introduced himself and met the board](#)

Discussions: [75-90 min]

10. Handovers- deadline 28th of May
11. Time Compensation Report.
 - a. Board [We will vote on it next board meeting](#)
 - b. Councils [the new board in August will vote on this](#)
12. PhireD 2026
 - a. PhireD Committee
 - b. [Bear and Batt](#), Start-up focused event (Sep/Oct)
 - i. [In June and July, we will form the new committee](#)
13. Jubileum Gasque
 - a. [It's the 45th year of the PhD Chapter, and Hilma, Ugne, Monica, and Abhilash are going to organize this event together. There are several things to be planned and organized. It is going to be a big event, and a lot of funding will be involved. on the 10th of October.](#)
 - b. [Since the amount is big, at the next chapter meeting we can bring it on to vote on the budget.](#)
14. KTH PhD Alumni Network (KPAN)
 - a. [Matt is going to start the LinkedIn channel for this and get in touch with the KTH Alumni and kick this community off. Hilma has already started the conversation with the KTH Alumni.](#)
15. Slack channel advertising
16. Chapter Meeting and Elections
17. Final Board Meeting

[Meeting closed at 17:07](#)

Signed by:



Ugne Miniotaite - Meeting Chairperson



Matt Davoudi - Meeting Secretary



Zoé Barjot- Minutes Checker

Approved per capsulam decisions:

2025-04-30: Hilma Karlsson (Vice Chair)

I would like to ask for 1135kr (vase with laser print) + 69kr (shipping) for the gift to Ingrid

2025-05-02: Maria Giamouridou (SCI) requests 9540 SEK for a Pilates class for students at her school

"The event will be organised on 21st of May. There will be two groups of classes running at the same time, half of the class will do the very interesting megaformer pilates and half of the group will do Barre class. It will be a very interesting event combining social activity with a workout as people will have the opportunity to try different styles of workouts than the usual ones"

Division of funds - $30 * 318 \text{ SEK/person} = 9540 \text{ SEK}$

2025-05-02: Sigvard Bast (ABE) requests 2000 SEK for a movie night with his division

"We will arrange a movie night in the department kitchen as a social event to get PhDs a forum to get to know each other outside of work."

Division of funds - $15 * 133.33 \text{ SEK/person} = 2000 \text{ SEK}$ (for dinner, snacks and soft drinks)

2025-05-02: Hilma Karlsson (Vice Chair)

Asking for 98kr for a Rubber Duck and the PhireD mug+bottle as present to the I-Chapter.

2025-05-02: Matt Davoudi (Business Liaison)

I would like to reserve 5500kr for board boat event for 10-11 ppl including lunch

2025-05-06: Peiling Wu (Workgroups Manager)

I request 2000 SEK for SoYA member meeting on 21st of May with dinner.

*$10 * 200 \text{ SEK/person} = 2000 \text{ SEK}$ (dinner, snacks and drinks)*

2025-05-06: Abhilash Kulkarni (Event Manager)

I would like to request funding for the ESTER (Engineering Students exploring research) event. It will be 4 PhD students as speakers for the event which will be attended by mainly Bachelor and Master students who are interested in knowing more about research/academia.

We will be providing food also for the attendees.

It will be only wraps for the event.

*So $35 * 100 \text{ SEK} = 3500 \text{ SEK}$.*

2025-05-06: Renewal of Canva Pro subscription of 1335.12 SEK

2025-05-12: Beatriz Perez Horno (ITM) requests 2000 SEK for dinner (wraps) and soft drinks with her division students (INDEK)

"All of us are attending a conference in June. The idea is to have the chance to rehearse and pitch our presentations before going there. For some PhDs, it is the first conference they are attending so this is very valuable for them. It is also good to get to know what our peers are doing!"

Division of funds - $13 * 153.84 \text{ SEK} = 2000 \text{ SEK}$

2025-05-12: Peiling Wu (Workgroups Manager)

I apply funding for microphone for podcast, SEK 278, with product and shipping.

2025-05-14: Steffen Hammer (ITM) requests 1200 SEK for cookies at an event with his division members.

"The EGI PAD will host a seminar with a speaker from SEI and fika for all EGI PhDs."

*Division of funds - $25 * 48 \text{ SEK/person} = 1200 \text{ SEK}$*

2025-05-14: Abhilash Kulkarni (Event Manager)

I would like to apply for funding for the board Gasque we are organising this Friday.

The event will consist of a welcome drink + mingle, followed by dinner and an after dinner drink, all in Gasquen, Nymble.

This is a break-down of the cost:

Catering (including personnel, cutlery and : 80K

Systembolaget, mingle and non alcoholic drinks: 9K

Rent of Gasquen+Köket for Friday afternoon/night: 4K

Decorations: 2K

Printing, mics etc : 2K

In total, I am applying for 110,000 SEK just to have some buffer.

2025-05-15: Fabio Marco Monetti (ITM) requests money for dinner with his department members.

"IPU PhD students dinner and meeting for updates over new ASP, onboarding, and any other business emerging from the first ever programråd."

*Division of funds - $7 * 250 \text{ SEK/person} = 1750 \text{ SEK}$*

2025-05-20: Zoé Barjot (Council Coordinator/NC)

I would like to ask funding for a nominating committee lunch for tomorrow. We are 5 people, 200SEK/person = 1000SEK.

2025-05-20: Zoé Barjot (Council Coordinator/NC)

I would also like to ask funding for the June WOP hangout. It will be on the 3rd of June, 17h-20h in TC. We are asking for food, pizzas for 30 people: 200 SEK/person and budget to buy paint for ceramic decorating: 500SEK (can we also use the ones bought for the mug painting in december?). = 6500 SEK.

2025-05-22: Zamil Narsing (ITM) requests 750 SEK for a Fika during their council meeting.

"Bullar for the ITM council meeting where all ITM PhD students are invited."

*Division of funds - $15 * 50 \text{ SEK/person} = 750 \text{ SEK}$*

2025-05-22: Zamil Narsing (ITM) also requests 1500 SEK for a Fika session to discuss future events

"Fika for ITM PhDs. The purpose is to discuss what events everyone wants to see next."

*Division of funds - $30 * 50 \text{ SEK/person} = 1500 \text{ SEK}$*