



**PhD Chapter at THS | Doktorandsektionen vid THS
Board 2025/2026**

Minutes for Board Meeting #07

Place: [Zoom](#), Xenon

Date: 2025-12-09

Time: 15.30

Invitees: Board Members, Auditor

Formalities: [5 min – 10 min]

1. Election of Meeting Chairperson, Secretary and Minute Checker.
Kamila appointed to be a secretary, Dita as Minutes Checker
2. Approval of Agenda.
Approved.
3. Eventual matters related to formalities.

Board Reports / Informs: [20 min – 30 min]

4. [Board report](#) [2min per person]
Members presenting their work in last month (see presentation for details)
Some supervisors are against students joining councils. Head of divisions often don't know that council positions are time compensated or that the compensation differs from department duties. Chapter should promote this more.

Discussions: [60 min – 90 min]

5. Portuguese student association [Kaung][15min]
Discussed in Slack. Lunch in Brasilia, then a library visit and then AlbaNova. Joining Lucia celebration -> moving the meeting to 16:30, but still 1 hour meeting. Teambuilding: minigolf at sveavägen (swing baren) from 18:00 (?). Dinner afterwards. Peiling prepared powerpoint, if anyone wants to add something, check the slides.
6. Chapter meeting [Hilma][5min]
 - a. Secretary
Kaung volunteered
 - b. Organization
Food ordered by Abilash, can someone help picking it up? Dita. Can someone be there at 16:30 to set things up? Ivo volunteered.

Ask your friends to vote in elections!

7. Representative for working group for inactive PhD students [Hilma][5min]

We got questions about inactive PhD students. Abilash and Hemanth discussed this before -> we need representative for the group. Ivo would be interested in general but it's not certain if he will be elected for the board. There will be meeting next week about the working group.

8. PhD retreat [Ivo]

Date set. Not everyone has responded to the funding request. Are there any questions? Costs based on the last year. Non-location related costs seems reasonable. Budget-wise, we should focus on training for the council members. Explain more differences and overlap between fractions... we should have discussion. Invitation to THS? Suggestions of activities for a teambuilding. Dinner and for people who what to stay over night and breakfast. Union representatives being invited? Send quote to Hilma as Hemanth is stepping down. PhireD committee might be invited as well (some members). Let's see how many people sign up. No more questions.

9. PhireD [Kamila] [10min]

Make the notes later

10. Departmental duties questions [Kamila] [10min]

Working group on departmental duties. No central guideline for teaching compensation, head of department decides. Ivo received an email about that from Jean Carlo, tldr idea for working group: one representative from every school, one from chapter board and unio to collect data on this. Survey - a lot of people are satisfied with departmental duties. Is it because they don't know what's their departmental duties are or are they really happy? We should modify the phd survey.

11. Reflection over the semester [Hilma] (if time)

a. Board meetings

Ivo suggests having more meetings but shorter. Uli suggests once in 2 weeks online, in another one in person.

b. Chapter meetings

Make clear for everyone time limits for discussions. Maybe having an actual timer. We should try on next chapter meeting (thursday)

c. Individual projects

Hilma wishes that PhD salary ladder would be approved, but we will have to see the turn out of the negotiations. Kaung asking if anyone is overwhelmed as by the end the work started to be more demanding. Kaung having fun seeing all of the different projects.

Decisions:

Approved per capsulam decisions:

November 24th

Maria (event manager SCI) requests 5000SEK for a gingerbread house building competition.

"The event will be organised on the 8th of December as a Christmas Event. We want our last event to be a gingerbread house competition with small gifts to the winning team. It is planned for 40 students"

Gingerbread houses and other stuff from supermarket:

$5000\text{SEK} = 125\text{ SEK/person} * 40$

Fast track and approved

October 26th

Elina Merdymshaeva (ABE) has submitted a request of 1500SEK for fika during the ABE council election meeting.

$30 * 50\text{SEK/person} = 1500\text{SEK}$

Fast track and approved

October 28th

Kamila Oppelová would like to request funding for a team building with the PhireD committee - dinner and board games;

$10 * 200\text{ SEK} = 2000\text{ SEK in total}$

December 1st

Zanil Narsing is requesting 1500 SEK for lunch during the ITM election meeting.

"To encourage ITM PhDs to attend the council election, we want to offer simple lunch wraps to attendees. We plan to order from the catering service: Fågelängens Catering Stockholm Wraps"

$100\text{SEK/person} * 15 = 1500\text{SEK}$

Fast track and approved

Elina Merdymshaeva (ABE) et al. request 500SEK for fika during an informative event.

"During recent events PhDs of SEED expressed their interest in having an informative event about ways to create scientific references – softwares, text editors, etc. – both open-source and available via KTH, or available for purchase.

Event time: 15.30-16.30

This will be an info event with a discussion afterwards"

$50\text{SEK/person} * 10 = 500\text{SEK}$

Fast track and approved

December 3rd

Ivo Bruijl would like to request 120 000 SEK for the Chapter Retreat (resulting in about 3 688,71 SEK for a person staying overnight and 2 205,71 SEK for a person not staying overnight). See the budget attached.

The 120 000 SEK is based on the suggested funding proposed by Hemanth in the budget he showed during last board meeting. The number of people are based on last year's retreat. The cost for the location are based on a quote I got from Stockholm Meeting Selection. Other costs are based on estimation.

Enno Breukelman (EECS) is requesting 2 000SEK for fika during the EECS PhD council election meeting.

"The event is the election meeting of the EECS PhD Council for the year 2026. All students of EECS are invited to join and vote on their representatives."

$50 \text{ SEK/person} * 40 = 2\,000\text{SEK}$

Fast track and approved

December 4th

Kamila Oppelová would like to update her funding request. 'With my second reminder sign-up similar number of people as during the first one, therefore new numbers are':

$50 * 150 \text{ SEK lunch for students}$

$2 * 150 \text{ SEK lunch for Ericsson representatives}$

Total = 7800

Total/student = 156 SEK

Peiling Wu apply for funding for Team building & Portugese PhD chapter board visiting (for 10-11 people) on 12th December:

lunch: $140 * 10 = 1400$

activity and dinner: $(260 + 200) * 11 = 5060$

Buffer 540

Total: 7000 SEK

December 9th

Abhilash would like to apply for funding of 7000 SEK for the dinner provided by us during the upcoming chapter meeting on 11th of December.

Dinner will be provided to all registered students during the meeting. (less than 150 SEK per person)

Fast track and approved

Andressa Mazur is requesting 2500SEK I for a PhD Impact Christmas dinner.

" PhD impact is a group of students from CBH and ABE (5) + a CBH professor+ a CBH HR contact that have been promoting for almost 2 years workshops on equality, diversity and equal opportunities for PhD students at KTH , with a latter a focus on how you can include this topic in to your research and the impact this can generate in technologies and quality of life in minority groups. We would like to celebrate this soon 2 years of partnership and hard work with a Christmas dinner at Sweet o Salty for 5 PhD students, 2 KTH employees and a guest.

Meal: $8 * 300\text{SEK/person} = 2400 \text{ SEK}$

Unclear what the extra 100SEK is for.

$8 * 250\text{SEK/person} = 2000\text{SEK}$ was approved.


Ivo Bruijl would like to apply for 535 sek as funding for an indoor training session of the PhD Chapter football team for this Sunday 14 december. Funding is used for the rental of the pitch at KTH Hallen. Currently 5 members of the team are planning to join, but that might increase to more, so per person the funding is $535/5=107\text{sek}$ max

Fast track approved


Ivo Bruijl updated the request since '8 people already signed up, and thus the team is thinking to rent the entire pitch in KTH Hallen instead of just half. This would mean an update to a total of $(2 \cdot 535 =) 1070$ sek with a maximum per person of $1070/8 = 133.75$ sek'

Fast track and approved

Signed by:

Signed by:
 12/29/2025
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- Meeting Chairperson

Signed by:
 12/26/2025
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- Meeting Secretary

Signed by:
 1/1/2026
097C95042025421...
- Minutes Checker