



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

Agenda for Board Meeting #10

Place: TC, [Zoom](#)

Date: 2026-02-12

Time: 15.30-17.00

Invitees: Board Members, Auditor

Formalities: [5 min – 10 min]

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

Chairperson: Hilma

Secretary: Lena

Minute Checker: Dita

Meeting started 16:10

2. Approval of Agenda.
3. Eventual matters related to formalities.

Board Reports / Informs: [15 min][2min person]

See board reports for detailed updates.

Aakriti joins the meeting

Hilma mentions she will take part in a meeting regarding the PhD student advisor and in a few interviews for the position. Members of the board are welcome to join. Abhilash asks Dita about any updates regarding the sports events. Dita mentions that she has received an offer for 1200 SEK for four courts for one session.

4. Departmental Duties - [Uli] [10min]

Uli received a slightly negative response regarding the creation of a departmental duties working group at FR. The feedback was that problems regarding departmental duties only affect a minority of doctoral students. Uli mentions that the majority of PhDs do not talk about these issues. The idea is to spread information about rights and responsibilities also on a departmental level. Hilma suggests that we prepare material for each PAD to present at their departmental meetings. The councils will be asked to provide the information about which departments do not have PADs, so everyone can be reached. The goal is to highlight that it is a broad problem that might not affect everyone, but awareness should be raised around this topic. Uli will run a test trial in his division meeting next week by giving a presentation about responsibilities and rights regarding departmental duties. So far, only two students have shown interest in participating in the working group.

Discussions: [40 min]

5. Måndag 9 mars kl. 13.00-13.30 - rebook? [Hilma][10min]

The plan was to have a lunch meeting with the president of KTH regarding departmental duties on March 9th. Hilma and Uli will both not be present so Hilma will try to rebook with the president.

6. PhD retreat update [Aakriti, Ivo] [10min]

Aakriti and Ivo gave an update on the budget for the PhD retreat. The retreat was originally planned for 25 people staying overnight, however, now 31 people are staying overnight. Overall, the cost is now 6000 SEK over budget. By removing the alcohol free drink included for dinner, lowers the cost, bringing it in budget. Peiling and Aakriti brought up that it will be one of the participants' birthday during the retreat and suggested that it would be a nice gesture to provide a birthday cake. Dita mentions that we should be careful making this decision as it might set a new standard for future events and expectations. Aakriti will decide how to handle this.

7. Aalto visit, Ski trip [Abhilash] [10min]

The Aalto PhD chapter is visiting on Saturday after the PhD retreat for a meeting and lunch. Dita will book a meeting room on the main campus. Abhilash mentions that he is still in need of bus leaders for the Ski trip. Kaung, Ivo, Peiling, Dita, Aakriti and Lena agreed to be bus leaders. Four different buses are booked and he will share information a few days before the ski trip with the bus leaders. The plan is to change the organization compared to previous years by distributing the vouchers to the students on the buses.

8. Financing of multi-day PhD writing retreats [Ivo][10min]

Ivo received a request from two PhD students from the ABE school that want to organize a 2-day retreat oriented towards thesis writing with structured sessions and exercises to support each other. Since a retreat like this has not been funded by the chapter before, this would set a precedent for future funding requests. Abhilash brings up that so far, the chapter has funded single events with a maximum of 500-700 SEK per person, for example the ski trip or jubilee gasque. Hilma suggests that the chapter can fund one fika, one dinner and one activity for the trip which would sum up to about 450 SEK per person. Ivo will ask the students to create an overview of how much will be funded by the chapter and how much will be funded by themselves.

9. Chapter meeting in a month.. [Hilma][10min]

During the last chapter meeting, it was brought up that the statutes and bylaws are not updated and sometimes contradictory, so this needs to be checked. Ivo mentions that the bookkeeping year and treasury term don't line up which leads to complications. Hilma mentions that there might not be enough capacity to make the changes before the next chapter meeting, but that it should be done after the next chapter meeting.

Meeting ends 17:05

Approved per capsulam decisions:

January 30th

Daniel Chaves Acuña (ABE) requested 500 SEK for “Fika PhD Division Meeting”. The request was approved.

Fika 50 SEK pp x 10 = 500 SEK in total.

Hilma Karlsson (Chair) requested 3000 SEK for a bookkeeping course in English for Ivo (Treasurer). The request was approved.

Cost - 625 SEK/hour for 3 to 4 hours - 2500 SEK total

Buffer -500 SEK

February 3rd

Jordi Altayo (EECS) requested 1000 SEK for “New PhD welcome and gathering” fika. The request was approved.

Fika 50 SEK pp x 20 = 1000 SEK in total.

February 4th

Abhilash Kulkarni (Event manager) requested 2400 SEK for dinner for division board game evening. The request was approved.

Dinner 200 SEK pp x 12 = 2400 SEK in total.

February 6th

Benjamin Cottreau (SCI) requested 1070 SEK for the rental of a half pitch at KTH for the PhD Football team. The request was approved.

Rental 133,75 SEK pp x 8 = 1070 SEK.

Abhilash Kulkarni (Event manager) requested 97030 SEK for the PhD Chapter Ski trip. The request was approved.

Expense covered for the bus leaders: 0 SEK pp x 8 = 0 SEK (includes Ski Pass, Bus travel, food, basic Ski rental for all bus leaders)

Expense for the rest of the PhD Students: 515 SEK pp x 142 = 73130 SEK (includes Ski pass and Bus travel)

Expense for the +1s: 260 SEK pp x 50 = 13000 SEK (includes Ski Pass)

Expense for Ski instructors (2 groups): 900 SEK

Buffer: 10000 SEK

February 9th

Seyed Amin Hosseini Tehrani (ABE) requested 12000 SEK for ABE school “Ice skating event”. The request was approved.

Ice skating ticket + equipment rental 200 SEK pp x 60 = 12000 SEK

February 11th

Abhilash Kulkarni (Event manager) requested 2500 SEK for PhD Chapter "Valentine's Karaoke Pub event". The request was approved.

Candies 1000 SEK

Food for the pub workers 200 SEK pp x 6 = 1200 SEK

Singa 2-day pass 60 SEK

Buffer 240 SEK

Signed by:



- Meeting Chairperson



- Meeting Secretary



- Minutes Checker