



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

Minutes for Board Meeting #05

Place: [Zoom](#)

Date: 2025-10-23

Time: 15.30

Invitees: Board Members, Auditor

Meeting started at 15.50 due to that people were late and Hilma needed a power cord

Formalities: [5 min – 10 min]

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

Chairperson: Hilma Karlsson

Secretary: Peiling Wu

Minute Chacker: Dita Anggraini

2. Approval of Agenda.

Approved

3. Eventual matters related to formalities.

No

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

4. [Board report](#)

Chairperson:

CM: Better to try to cut people off

Ugne got KTH language prize: from the language committee

Board email doesn't work: cannot send emails out, contacted it

Let's finish the alcohol from other chapters

Education manager:

FU 165th October presented survey results

Meeting with the reference group about the content of the survey

Meeting sofia about the salary ladder

Vicechair: on vacation

Event manager

Workgroup manager:

Event list of what we did and organized by who
Retreat planning, probably in February next year
Event manager:
Attend next Fusam
Pub information sent
Probably a port-relevant event in winter (hiking or skating)
Some people passed the FEST training

Communication manager:
Podcast topics: PR, union, PhD advisor
Vist from CAD CICECO 11-12 or 12.9

Council coordinator:
Clarity of PhD courses going on, no update online
Departmental issue (department duty) going on
Considering Abhilash bringing the departmental issue to Fusam
The question is also included in the survey

Web Master:
Pages update: introduction to board members, PhireD committee, Incident reporting
PhD memes
Life after PhD: tips/LinkedIn group for graduated PhDs
PhD activities: football, badminton

Business Liaison:
Post-interview of PhireD: had interviews, first committee meeting, and formed company suggestions
2rd of February: tentative date, should be set on the website
No boat event this year

Treasurer:
Fusam meeting: survey result presented
Inactive PhD students: there is a working group to handle this, discussion on what resources should be provided to them
Isp planned to be moved to Ladok
Onboarding

Discussions: [60 min – 90 min]

5. QnA with Rektor

Will write him an email to the rektor. Departmental duties, probably (or supervision: courses for supervisors)
Tell the rektor the result of the survey, how to supervise the supervisors
The slow work regarding the administrative process and booking process

6. PhD Survey focus group

Analyse the survey, no timeline. Uli, Ellymay, peiling and Dita are in the group

7. PhD student advisor
His 20% salary paid by the PhD chapter, the other 80% paid by KTH student union. we could afford this. Need to discuss with THS
Tax relevant issues to be considered as well
8. Akademiska hus - do a short survey?
Also include PIs?
Show the result to the faculty and raise the issue
Will ask Sofia
9. Workshop/seminarium with KTH innovation
They want to do this with PhD students after new year
We just email students and inform them about this
Format: introduce themselves and the impact of research
10. PhD Programs Evaluation - discussion [15min]
KTH management team about quality issues, ect. She is not very knowledgeable about her job.
She needs to give more insights; we need to push this on the 3rd of November.
Might write down from the PhD chapter boards' view
She needs to present this in November to the research council and faculty meeting
11. Next board meeting fun
We could book a room in nymble (sauna) to consume the alcohol
Tentative time:
12. Podcast reimbursement (special case)
If the funding application is ok to be sent after the money was spent: approved by 7 board members

Decisions: [10 min]

13. To approve operational plan

Approved

Approved per capsulam decisions:

October 2nd

Hemanth Venkatesan requested 3000 SEK for a kickoff event with the DrInK people. It is a planning event where we explain the different events to the potential workers at the events and discuss their availability.

Division of funds - $14 * 200 = 2800$ SEK

Buffer - 200 SEK

Sebastian Myrbäck (SCI) requests 3000 SEK for a PhD pub at the mathematics department.

"We want to host a PhD pub at the mathematics department. Since the PhD's are separated onto two floors, the students on different floor rarely meet each other. This PhD pub aims to bring together all the students at the department, and we would like to get funding for the food."

Pizza- $30 \times 83.33 \text{ SEK/person} = 2\,500 \text{ SEK}$

Soda and Snacks - $30 \times 16,67 \text{ SEK/person} = 500 \text{ SEK}$

Tot: $30 \times 100 \text{ SEK/person} = 3000 \text{ SEK}$

Fast track and approved.

October 3rd

Seyed Amin Hosseini Tehrani (ABE) requests 5 250 SEK for a bowling event for the students at

"We are planning to organize a bowling event for the students of our department as part of our efforts to strengthen social interaction and community spirit outside the academic environment. The event will provide students with a valuable opportunity to relax, build connections, and enhance their sense of belonging. The event will be limited to 30 participants, ensuring an interactive and supportive atmosphere. The cost for each students includes 1.5-hour bowling ticket (150 SEK) and shoe rental (25 SEK), totaling 175 SEK per person"

$30 \times 175 \text{ SEK/person} = 5250 \text{ SEK}$

Fast track and approved.

October 7th

Sigvard Bast requests 2000 SEK for a movie night at his division.

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

Division of funds - $20 * 100 \text{ SEK/person} = 2000 \text{ SEK}$

Fast track and approved.

Maria Giamouridou (SCI) requests 15000 SEK for a climbing event at her school.

"SCI council is coming back after summer with a climbing event. So, we meet all together on 14th of October, at the Klätterverket, at 18:00. After the climbing session, we are planning to have fika for all the participants, with coffee and cinnamon buns. "

Division of funds -

Access cards - $50 * 136 \text{ SEK/person} = 6800 \text{ SEK}$

Climbing equipment - $50 * 108 \text{ SEK/person} = 5400 \text{ SEK}$

Fika - $50 * 64 \text{ SEK/ person} = 3200 \text{ SEK}$

October 9th

Hilma Karlsson and Abhilash Kulkarni requests 1 500SEK for representing the chapter at the M-Chapter Jubilee gasque. The chapter typically cover half the ticket price.

Tickets: $2 * 1500 \text{ SEK/person} * \frac{1}{2} = 1\,500 \text{ SEK}$

October 10th

Boel Berg Wincent (ABE) requests 1500 SEK for a Fika session at her department.

"Meeting for all students in transport science (across two departments). "
Division of funds - $30 * 50 \text{ SEK/person} = 1500 \text{ SEK}$
Fast track and approved.

Kaung Myat (ITM) requests 750 SEK for Fika at his department.
"A Fika and short working session to help fill out the document 'Starting life in Sweden' ."
Division of funds -
Fika + delivery - $14 * 50 \text{ SEK/person} = 700 \text{ SEK}$
Fast track and approved with mentioned condition.

Laura Barrett (SCI) requests 4500 SEK for a Pumpkin carving event at her department.
" We will gather in the BON meeting room after work on the 24/10, where we will carve pumpkins together and enjoy some tasty pizza. It is also the first AW event for some of our newer PhD students.
The event will be targeted mainly to PhD students but up to 30 % of the participants may be postdocs or master students in the division."
Division of funds -
Pumpkins - $20 * 40 \text{ SEK/person} = 800 \text{ SEK}$
Pizzas - $20 * 185 \text{ SEK/person} = 3700 \text{ SEK}$
Total - $20 * 225 \text{ SEK/person} = 4500 \text{ SEK}$
Fast track and approved.

Hilma Karlsson asks for funding for lunch during the PhD onboarding.
 $77 * 78 \text{ SEK/wrap} = 6006 \text{ SEK}$
 $2 * 120 \text{ SEK/bowl} = 240 \text{ SEK}$
TOT: $6246 \text{ SEK} * 1,12 \text{ VAT} = 6995,52 \text{ SEK}$
Fast track and approved.

October 11th
Peling Wu applies for podcast recording and editing software for this month, 280sek in total.

October 13th
Abhilash Kulkarni would like to apply for funding of 7000 SEK for the dinner provided by us during the chapter meeting on 15th of October.
Dinner will be provided to all registered students during the meeting. (less than 150 SEK per person)
Sodas and Snacks will also be provided during the event which is something we have in stock already from previous events.
Fast track and approved

Abhilash Kulkarni request funding for the PhD pub planned specifically on Halloween (31/10).
We shall have a collab pub mainly led by us and helped with Flyg and for this we also plan to have special drinks with patches.
Hence I request 6000 SEK for ordering these patches

October 17th

Ari Carisza requests 2500 SEK for a Writers' Retreat.

"I am writing to formally apply for funding to support the INDEK PhD Writers' Retreat, scheduled for 14 November, 2025, at Naturens Hus. This retreat aims to provide a structured and supportive environment for PhD students to focus on their writing projects, exchange feedback, and enhance their research progress.

We are requesting funds to cover the cost of lunch at Gamla Orangeriet for approximately 10 participants. This meal will provide an essential break during the retreat, fostering informal discussions and strengthening the PhD community.

Please find below a summary of the event details and budget:

Event: INDEK PhD Writers' Retreat

Date & Location: 14 November, 2025, at Naturens Hus

Number of Participants: ~10 PhD students

Funding Request: 2,000 SEK for lunch and 500 SEK for fika

Total Event Budget: 2,500 SEK (including coffee breaks)

Zanil Narsing and Fabio Marco Monetti (ITM) requests 2000 SEK for a Bike Maintenance Event.

"The ITM PhD group has a few bike maintenance experts among us. We would like to share our knowledge and help would-be cyclists. We plan to host an event to help our colleagues change to winter tires, clean their bike, and whatever other maintenance is needed. We would like some funding just to buy coffee, hot chocolate, sodas, and snacks."

Snacks and drinks: $20 * 100 \text{ SEK/person} = 2\ 000 \text{ SEK}$

Fast track and approved.

October 20th

Hilma Karlsson requests 1500 SEK for fika and coffee for the PhD program evaluation.

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

Laura Barrett and Abhilash Kulkarni (SCI) request 4665 SEK for a boardgame night with game: "Publish or Perish".

"Board game night with the game Publish or Perish which is PhD -themed!

The game will be kept in the division for future game nights. We're also planning on ordering some food to go with the event, what type of food is not decided yet. The event will be targeted mainly to PhD students but up to 30 % of the participants may be postdocs or master students in the division."

Game + expansions + delivery + Import coast: $675 \text{ SEK} + 97 \text{ SEK} = 772 \text{ SEK}$

With Import coast(25%): $772 \text{ SEK} * 1,25 = 965 \text{ SEK}$

Food: $20 * 190 \text{ SEK/Person} = 3700 \text{ SEK}$

Tot: $20 * 238,25 \text{ SEK/person} = 4665 \text{ SEK}$

Approved with the addition that the chapter owns the board game.

October 21th

Zanil Narsing (ITM) request 1500 SEK for food during a 'Cleaning party' at the Energy Technology department, in the ITM school.

"The EGI office space needs a cleaning. The PhDs are leading a make-over effort. We would like to gather a few PhDs one evening to help the make-over. We plan to order pizza while we help make our office space better for everyone. "

Pizza, drinks, snacks: $10 * 150 \text{ SEK/person} = 1500 \text{ SEK}$

Zoe Barjot is requesting 750 SEK for food during a preparation meeting regarding the Women shape science WOPxKTH library event.

"It is our final meeting to organize the conference that will take place on the 5th of November at the library. We plan to discuss the organization of the day, make final adjustments, discuss the introduction speeches and the keynote speaker speech"

$3 * 250 \text{ SEK/person} = 750 \text{ SEK}$

Maria Giamouridou (SCI) is requesting 8019 SEK for a JML workshop.

"The event was organised on 03rd of November. I have contacted Anna Danielsson for Stockholm University to come to the workshop and talk to us about gender equality and diversity, as this is her focus area. It will not be just a presentation but a workshop with interaction with the participants. I have already booked T-centralen for this event and I am expecting to host 40 participants. The funding I am requesting is to cover costs for fika. I was thinking of providing coffee/tea or refreshments, kanelbulle and one wrap to each participant. The amount here I am requesting is after an offer from a catering."

Wraps: $40 * 95 \text{ SEK/person} = 3800 \text{ SEK}$

Coffee: $40 * 30 \text{ SEK/person} = 1200 \text{ SEK}$

sparkling water: $40 * 25 \text{ SEK/person} = 1000 \text{ SEK}$

Buns: $40 * 29 \text{ SEK/person} = 1160 \text{ SEK}$

Tot: $7160 \text{ SEK} * 1,12 \text{ VAT} = 8019 \text{ SEK}$

October 22nd

Abhilash Kulkarni requests, in addition to the patches, 5000 SEK for the Halloween pub happening on 31st.

Gift Vouchers for prize winners - 1000 SEK

Decoration items (Halloween related) - 1000 SEK

Food for the pub workers - $200 \text{ SEK} * 10 \text{ p} = 2000 \text{ SEK}$

Buffer for things we might have forgotten - 1000 SEK

Total 5000 SEK

Peiling Wu requests funding for division climbing activity for 7 people on the 4th November:

entry ticket $190 * 7 = 1330 \text{ SEK}$

Signed by:

Hilma Kaulsson

- Meeting Chairperson

Peiling Wu

- Meeting Secretary

Hilma Kaulsson

- Minutes Checker