



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

Agenda for Board Meeting #XX

Place: MSE, Zoom

Date: 2026-05-13

Time: 17.00-18.00

Invitees: Board Members, Auditor

Formalities: [2min]

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

Suggestion:

Chairperson: Uli

Secretary: Kamila

Minute Checker: Kaung

2. Approval of Agenda.

Agenda approved, if time liability document suggestions added.

3. Eventual matters related to formalities.

Board Reports / Informs: [15min]

See slides for details

Discussions: [30min]

4. Chapter Budget [Ivo][10min]

Ivo sharing the work-in-progress budget. Main summary of budget divided into 4 categories (fill in later), both having income, expenses and the difference between them. The current deficit is around 150k SEK but we have an equity of 1.5M SEK, so it's ok as long as it is not in deficit every year. Ivo will try to reduce the deficit but future board might need to look at budgeting options during the summer.

Abhilash: There is a KTH allowance for the chapter every year. If we present this budget, is there a chance that we can present this to them to get more money as the amount was not increased for several years.

Ivo: This goes via THS and unsure if there is a wiggle room to get more money from THS/KTH. Probably not a possibility already this year but a good suggestion for the next year.

Note: Do not bring up what we have left in equity. We might end up getting less funding due to the bank account.

5. Propositions [Hilma]

a. Treasurer timeline [10min]

Ivo presents documents about possible treasurer terms. We work on a fiscal year (to skatteverek, students,...) but our statutes says that a fiscal year starts on 3rd July so we should unite this. Ivo thinks our fiscal year should be from July to June, as our funding goes for the academic year. However, that would imply that the election term for treasurer from January to December should change to July-June so it's in alignment with the fiscal year. This implies terms of some of the other positions should be changed as well, specifically Chair. Uli suggests it might be nice to have Chair and Vicechair in the same term. Proposition: Treasurer and chair in the same term (Treasurer in summer, chair in winter). Hilma says that this introduces a problem from the point of operational report, as the report would be from the point of two chairs. We need to think if we want a Chair and a Vice Chair at the same time. In THS Chair, vicechair and treasurer are all elected in June. Maybe change the operational year and bookkeeping year as well in that case.

b. Accountability [5min]

We should include some type of accountability in our statutes, that had been copied from THS statutes. No accountability if no criminal or unintentional or gross negligence. Should we also include liability for decisions made if members are included (board is not responsible if you break a leg on events organised by the board eg). Maybe we can just mention this in emails where we send invitations as including this in statutes might be oddly specific. THS has it, so maybe we can just refer to the THS stutes/copy them.

c. Board membership[10min]

Problem: no statement if board member needs to be a member the whole term - what if someone graduates? Do they lose their board memberships?
3 options: lose their positions when no longer a chapter member; board member loses their voting right but stays in the board; stays a member until the next elections (closest ones). Very theoretical, but there within the board is agreement that stays a member until the next elections. Weird, as THS membership is until September, however after graduation not a PhD, so in theory not a Chapter member. Will be discussed on slack later.

6. PhD and stress [Uli][15min]

Results: best thing is flexibility and worst thing flexibility, however there is a full slide show. MFA mentioned as well, also rules regarding migration - there should be an expert person on this topic. Focus should also be on keeping supervisors more [informed](#). In general, very open to discuss migration topics! Working proposal to the next board?

7. On our way to dinner: Business trips[Kami]

How to promote if companies approach us with position openings? Should we ask them to host seminar? Pay for advertising? Ask them to join PhireD?

8. On slack: Team building on 25th of May[5min]

9. Updates

Email can be send to everyone but as 'optional' then is just in the calendar but without the necessity of accepting/rejecting. Could be helpful also from the new intranet webiste

Approved per capsulam decisions:

24th of April

Jonas Jostman (ABE) is requesting 2000sek (for 10 people, so 200sek pp) for "Transport PhDs Board Game Night" on 28-04-2026

- Description -

After a joint meeting with the transport program PhD students we would like to organize a board game night with pizza, soft drinks and snacks.

- Cost breakdown -

10 pizzas: 170kr

4 bags of chips: 120kr

10 bottles of soda: 180kr

- Analysis -

Total request is ≤ 250 sek pp,

Costs for meal are ≤ 200 sek pp

Fast track and approved

Hilma Karlsson requests 684SEK for her and Uli Max Rahmlow to represent the chapter at the THS bal, since the chapter typically funds half the ticket price.

- Cost breakdown -

Tickets: $684/2 * 2 = 684$ SEK

The request was approved.

27th of april

Hilma Karlsson requests 200SEK for a thank you present to the speaker on the Science Diplomacy lunch lecture. Request was approved.

Peiling Wu applied for 1500 SEK for a outdoor yoga course.

-Description-

The weather is getting really good now and it would be nice to have yoga sessions outdoors rather than indoors. We could also save the fee for the venue. The 1500SEK is the tutoring fee, less than 100 sek per person if there are more than 15 participants.

- Cost breakdown -

Yoga: 1500SEK

- Analysis -

Total request is <=250sek pp,
Costs for meal are <=200sek pp

Fast track and approved

1st of May

On 29 April, Loris Mazzaferro (ABE) requested 2100sek (for 14 people, so 150sek pp) for "PhD-lunch at SEED" on 30-04-2026

- Description -

This is a reoccurring event for the PhD students at SEED to socialize and inform students about what's going on at the department and the ABE-school.

- Cost breakdown -

Meal with drink (non-alcoholic): 2100sek

- Analysis -

Total request is <=250sek pp,

Costs for meal are <=200sek pp

Request was sent in before event, I simply was not checking the Treasurer-email the past days.

(Reteroactively) fast track and approved

Benjamin Cottreau (SCI) of the PhD Football Team is requesting 1005SEK (for 8 people, so 125,63sek pp) for "Indoor session" on 2 May

- Description -

Indoor futsal session to improve the skills and social bonding of the PhD Football Team

- Cost breakdown -

Rental of a pitch at Frescati: 1005SEK

- Analysis -

Total request is <=250sek pp,

Costs for activity are <=200sek pp

Fast track and approved

Emma Larsson (CBH) of the Divisions of Protein Engineering & Protein Technology is requesting 4300SEK (for 20 people, so 215sek pp) for "Kubb tournament 2026" between 8 May and 12 June (3 tournament sessions)

- Description -

This event is supposed to be a 3 times kubb meetup where all PhD students of the two divisions are invited to join outside to socialize and play kubb together, as a team-building activity to boost the well-being among PhD students. There are already many teams who have applied to play, and we include people who sign up alone to other teams to let everyone join. We will join together outside at 16.00 to eat some snacks, socialize & on the final Friday we would like to organize a BBQ for everyone who has joined. Therefore we apply for funding for snacks and food for the event. We already have two sets of kubb!

- Cost breakdown -

Food: Sausages, Bread, Ketchup etc (last after work): 2500sek

Snacks: For each week, before the final grill: 500sek

Trophy: Plaque for the perpetual trophy (winners name and year): 300sek

Prize: For the winners at the end of the event (e.g. a gift card for a social activity): 1000sek

- Analysis -

Total request is <=250sek pp,

Costs for activity (trophy + prize) are <200sek pp

Costs for meal are <200sek pp

Cost for fika/snacks are <50sek pp

- Comment -

Point of attention is that they want to give a gift card as a prize. This has been used in Chapter events before, but has been stopped as it could be seen as a pseudo-salary (with respect to the tax laws), so I will say it is okay for them to spend 1000sek on a prize, but it would be better to have a concrete prize rather than a free-to-choose prize

Fast track and approved

Beatriz Pérez Horno (ITM) of the INDEK is requesting 2600SEK (for 13people, so 200sek pp) for "Theorising" on 25 May

- Description -

In Organisation and Management Studies, theoretical frameworks are central to research, yet it can be challenging for doctoral students to gain sufficient exposure to a wide range of theories in order to make informed choices for their thesis work. Reflecting on my own experience, I see how valuable such a session would have been earlier in the PhD journey, and I believe it would be especially beneficial for our newer doctoral students, as well as those who are currently midway through their studies.

The proposed workshop would bring PhD students together for a collaborative theory exchange session on May 25th. In advance, each participant would select one relevant theory, study it in depth, and prepare a short presentation. During the workshop, participants would present their chosen theories to one another, creating an efficient and engaging way to gain insight into a broad range of theoretical perspectives within half a day. We believe this would strengthen theoretical literacy within the department, support students in positioning their research, and foster peer learning across cohorts.

- Cost breakdown -

Food: wraps/salads and soft drink: 2600sek

- Analysis -

Total request is <=250sek pp,

Costs for meal are <=200sek pp

Fast track and approved

4th of May

Delaram Bayat (ITM) of the EGI division is requesting 1600SEK (for 40people, so 40sek pp) for "FIKA seminar with a PhD chapter representative and EGI PhDs on positions available on PhD chapter prior to the election" on 25 May.

- Description -

The EGI PAD from ITM council will host the seminar fika for all EGI PhDs.

- Cost breakdown -

Fika: 40sek pp

- Analysis -

Total request is ≤ 250 sek pp,

Costs for fika are < 50 sek pp

Fast track and approved

Abhilash Kulkarni applied for funding for the first in person meeting of the Nominations committee.

- Description -

We have been doing mainly online meetings until now due to different schedules and commitments. But we plan to have an in person meeting next week on a weekday evening after which we plan to go get dinner where our discussions continue. Hence I am requesting a funding for a total amount of **800 SEK** (200 SEK per person x 4)

- Cost breakdown -

Dinner: 200sek pp

- Analysis -

Total request is ≤ 250 sek pp,

Costs for fika are < 50 sek pp

Fast track and approved

5th of May

Maria Giamouridou (SCI) of the SCI school council is requesting 6000SEK (for 30people, so 200sek pp) for "Eurovision quiz + Sushi night" on 13May.

- Description -

We want to organize a eurovision quizz event (the location is not yet decided) after work on the 13th of May. The idea is that we will gather all together somewhere and then we will start playing the quizz while eating our shushi.

- Cost breakdown -

Sushi: 200sek pp

- Analysis -

Total request is ≤ 250 sek pp,

Costs for meal are ≤ 200 sek pp

Fast track and approved

7th of May

The Chapter board would like to request \$119.99 (about 1200 kr) for the Canva Pro license

- Description -

Canva Pro license for our communication channels

- Cost breakdown -

1 annual license: \$119.99 (about 1200 kr)

Request approved

11th of May

Peiling Wu requested 250 SEK for ordering fika for meeting with the PhD advisor, for board members who comes to the site and the advisor.

- Cost breakdown -

Fika: 25 SEK pp.

- Analysis -

Total request is ≤ 250 sek pp,

Costs for meal are ≤ 200 sek pp

Fast track and approved

Kaung Myat applied for a MSE departmental board game night for 13.05.2026. Estimated participants, 15 people. Total 3000 SEK, 200 SEK each

- Cost breakdown -

Dinner: 200 SEK pp.

- Analysis -

Total request is ≤ 250 sek pp,

Costs for meal are ≤ 200 sek pp

Fast track and approved

Signed by:



- Meeting Chairperson



- Meeting Secretary



- Minutes Checker