

Minutes, DS Board

Meeting 2014-04-07

Time: 13.00-16.00, 2014-04-07

Place: Meeting room "Nexus", Origo building

Attendees: Emma Zhang (note), Dinesh Mallipedi, Nojan Najafi, David Gustafsson, Ronja Thies, Viktor Andersson, Patrick Moldenhauer, Fatemeh Ayatollahi, Francesco Mazzotta, Ragnar Larusson, Erik Lindskog

§1. Opening the meeting (Francesco)

§2. Election of meeting officials

- Francesco Mazzotta was elected as chairman
- Emma Zhang was elected as secretary
- Viktor Andersson was elected to adopt the minutes

§3. Approval of the agenda

The agenda was approved.

§4. Meeting notice in due order

Invitation and agenda was sent out a week in advance of meeting.

§5. Minutes from previous meetings

Minutes from previous meeting (2014-02-17) was approved.

§6. Key topics from the committees

§6.1 Introduction day (Nojan)

- The next introduction day will be at 7th May. Nojan will present on behalf of DS, including newsletter, workgroup and other key points which can be decided later. One week before the introduction day, Nojan will send out mail asking for opinions.

§6.2 AJK (Ronja)

- E-survey of course evaluation will be sent out during office hour and no more paper evaluation will be used.
- In Chalmers yearly survey, it is reported that PhD students and administrations are the least satisfied.
- Chalmers will support and get involved in Westpride.

§6.3 Faculty council

- No update

§6.4 FUN (Ronja and David)

- Regarding the reformulation of Arbetsordning, the suggestion from DS has been rejected and DS is now waiting for the official decision to be published. Most likely, the phrase "åtgärd beviljat" will be kept and used regarding the possibility to change the supervisor.
- Even if not satisfied with the decision, DS believes that the actual text is a much improved version than the first one.
- DS's position towards the reformulation is "awareness, initiatives and monitoring".

- The changing text regarding changing supervisor and all other major changes should be presented to the PhD student by email as soon as the decision is taken.
- DS has decided that no survey will be sent out nor asking direct feedback via newsletter regarding monitoring strategy. The feedback and statistics collected from Bengt Stebler and Chalmers will be used to follow up the effects of the new formulation.

§6.5 Supervisor of the year (Emma and Dinesh)

- Jonas Ringsberg from Shipping and Marine technology has been selected this year from 14 candidates. Committee member suggested some requests on nomination letter and evaluation criteria. Document will be uploaded to Box for later discussion.

§6.6 Library council (Erik)

- No update

§6.7 RePub (Erik)

- Chalmers Open Access policy from 2010 request all publications are available via Open Access or CPL. On EU level program Horizon 2020 only counts publications in Open Access for merit regarding funding etc.

§6.8 SFS-DK (Ragnar)

- Election for board member is ongoing. Ragnar was nominated through student union. The next meeting will be in June.

§6.9 Misconduct

- No update

§6.10 SACO (Viktor)

- An educational meeting on salary negotiation was held. Direct salary negotiations have been tested in certain departments but it does not concern PhD students.

§7 Newsletter (Francesco)

- Next newsletter will be published in a week. Topics are visa issue (media exposure on GP, Nature etc.), GA, self-administration, Workgroup survey. DS member suggested page limit, clear and short headings, using anchor or links and so on.
- Suggestion of having a twitter account has also come up. The decision will be made after the new board is formed since GA is coming soon and a new chairman will be pointed after summer.

§8 Financial and economic update (Ronja)

- With a rough estimation of Q4's working hours, there is positive balance left which equals to about 20 hours. It's decided that 10 hours can be used for PhD satisfaction for a summary report and 3 hours for helping out the gender equality seminar.

§9 workgroup on survey (Nojan)

- Nojan and his workgroup have been working on the survey for almost 1 year. The survey that was sent out last year had a response rate of about 20% and this year the analysis was carried out. In the survey most of the students think supervision meeting has a very important role in satisfaction of supervision. From the comment on survey combined with comments from Bengt and KB, 3 key categories of problem were identified: supervision social problem, supervision content-related problem and organizational problem (biggest). Next step for the survey workgroup is to give a short written report (4-5 pages). With the help from Bengt Stebler (Ombudsman) maybe a step-by-step guideline regarding supervision problem can be published on our webpage. The guideline making can become a workgroup.

§10 Employee survey (Ronja)

- DS will have the chance to take part of the yearly survey from Chalmers. Ronja showed the questions Q82-Q87 in the employee survey which are related specifically to PhD students. The board debated on the formulation difference between “closest boss” and “supervisor”; further information was requested to clarify the position that Chalmers has regarding the two functions and responsibilities. Other changes DS has agreed are that Q86 and Q87 will be combined, Q85 changes to free answer + multi-choice format and Q82/82 can be added behind to Q84.

§11 Visa for non-EU students (Francesco)

- Francesco attended the rally at Göteborg. About 30 people showed up. DS thinks we could have more collaboration with the event respondent in the future. Regarding the legal issue, DS thinks it is necessary to have a proved legal permit about the protest before we publish any announcement in any way. In addition, it is helpful for DS to find out the guideline/boundary for publishing announcement. This can be done by checking with student union and legal consultants. It's also interesting to find out how GU and KTH reacted to this matter.

§12 Other issue (discussed during the meeting)

§12.1 Evaluation tool (Francesco)

- A double-way evaluation tool will be available on webpage. Not mandatory.

§12.2 Committee work summary (Francesco)

- Francesco requests a short summary (ca 100-150 words) from each committee to help next board member get familiar with the work. Francesco will provide a list of committee and responsible persons.

§12.3 Information (Karin)

- Department KB will become two departments K (chemistry) and B (biochemistry) next year. So that there will be one more representative.

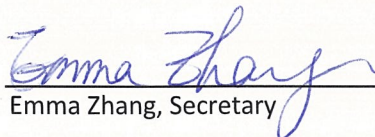
§12.4 Working hours on teaching

- Board members have a round of short presentation about how they count teaching related working hours. It's very different at each department. DS suggest doing a common analysis next year.

§13 Closure of the meeting (Francesco)



Francesco Mazzotta, Chairman



Emma Zhang, Secretary



Viktor Andersson, Sealer of minutes