

Minutes – DS Board Meeting #VT13-3-2013-04-24

Time: 9:00 – 12:00

Location: Library of Heat and Power Technology, bottom floor in the Chemistry Building

Attending: Viktor Andersson, Francesco Mazzotta, Ronja Thies, Mohammad Reza Shoaie, Emma Qingnan Zhang, Richard Hedman, Nojan Najafi

Number of pages: 4

Points on the agenda

Rapporteur

§1. Viktor Andersson opened the meeting

§2. Viktor Andersson is the Chairman, Nojan Najafi is elected as the secretary and Mohammad Reza Shoaie is elected to adopt the minutes.

§3. The agenda is approved.

§4. The board approved that the meeting notice has been in due order.

§5. Previous meeting minutes are reviewed. Viktor shall upload them on the Box.com folder.

§6. The newsletter

Nojan

- Some positive comments were received regarding it in the survey.
- It has a nice layout (thanks to Mohammad Reza's efforts)
- We should keep it as an open channel, no matter how much it currently attracts its recipients to read it thoroughly.

§7. New DS board:

- Most of the current members will continue in the next board or find a replacement to represent their respective departments. So, we have no major problems now in this regard. Still, three departments don't have representatives here: Earth and Space Sciences, Applied Mechanics, and Applied IT.
- We still don't have a candidate for vice-chairman.

§8. Chalmers new language policy:

- Chalmers is developing a new language policy. It is planned to be out in June and an action plan is supposed to be ready in the autumn.

- According to the Swedish law (Språkrådet), English cannot be the official language of the university.
- The DS proposes that instead of trying to solve this problem with a 'course-based' perspective, Chalmers should take a 'knowledge-based' approach. To study in Swedish at any university in Sweden the student is supposed to have a Swedish C1 degree. So, this can also be the requirement for Chalmers employees. In that case the employees must be provided with proper education in the language too. The DS would use its power to emphasize the need for providing Swedish courses up to the level that the non-Swedish speaking students are expected to master according to the university's language policy.
- Besides, all information that is available in Swedish in the *Insidan* must also be available in English.
- Newsflash: The *handbook for PhD studies* is now available in English with full content.

§9. Information from the different organs within Chalmers:

- **AJK** Ronja
 - o Only 10% of the PhD students have gone to Bengt with complaints.
 - o In the autumn, a yearly survey is designed where we can be involved in to find out about gender and racial inequalities among the PhD students, but we have to make a strategic decision whether this would be spamming the students with too many surveys.
 - o Ronja will send us a summary of her report from meeting AJK and interviewing Bengt.
 - o The gym in the Chemistry building is closed down due to having low standards. Its equipment might be moved to the gym in EDIT.
 - o There have been complaints about conducting the course evaluations through the internet. It is claimed by the complainants that this makes it possible or more likely to receive disturbing comments. One solution is to close down the evaluation systems during the night times, to avoid the "drunken respondents"!
- **Accounting** Francesco
 - o The tax declaration is filed. Last year we closed with a positive balance of around 50,000 SEK, while this year we may be somehow on the minus. This has been due to our high expenditure on the hour payments and more specifically the departmental duties, which cost considerably more than the other payment format.
 - o Francesco will present a financial report to the GA.
- **FUN** Viktor
 - o FUN is going to meet soon. The most important/interesting points on their agenda are as follows:
 - Changes in the study plans are undergoing
 - The Chemistry representative has raised an issue about it being too difficult to fire PhD students if they are not good enough. The issue has not that much attracted FUN.

- A new computer program is underway for maintaining and archiving information and statistics about PhD studies and supervision. This may come handy for the workgroup on Excellence in PhD studies.
 - Supervision education: Now almost all supervisors take it. We should get Bengt involved in the process of developing the course, so that the feedbacks from the students and the results of what is going on in the workgroup of Excellence in PhD studies are also reflected in how the supervisors are being educated.
- Ethics Committee Viktor
 - Every M.Sc. and B.Sc. programme has to include some syllabus on ethics.
 - In the PhD ethics course the role of the ethics part needs to be emphasized. Besides, the course has some quality problems and the committee is aware of them.
 - There would be an ethics seminar soon.
 - Homepage Mohammad Reza
 - The issue about keeping the email address even only for receiving emails after graduation should be followed up by Viktor.
 - PhD introduction day Francesco
 - May 7 is the date. Francesco will advertise us and the GA.
 - Generic skills courses Matteo
 - Apparently they are being appreciated by the students, and the organizers are happy.
 - A popular science lecture has become mandatory for all PhD students hired after summer 2012.
 - Library Council Rickard
 - E-publishing (open access): It is now possible to track the download statistics of one's publications.
 - All master theses are being moved to another website, the studentarbeten.
 - We only have full text publications from 2010. So, it would be good to encourage people with older publications to upload on CPL.
 - 60% of all CPL downloads are master theses.
 - A possibility will be provided for us to publish/make available raw data over CPL.

§10. GA:

- Viktor will soon send out the call and the agenda.
- An issues is added by Ronja to the agenda about the fact that Forskar LADOK and LADOK are separate, making it too difficult for PhD students to track their courses or find new ones. A draft of a petition shall be written by Ronja and Viktor prior to the GA. After getting the GA's approval, we can proceed with changing this situation.

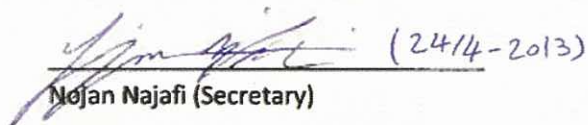
§11. Other issues:

- Viktor will follow up on finding representatives from all departments. He will specifically try to find representatives from Chemical Biology, and Energy and Environment.
- The survey: We have received a relatively good response rate. We may make one last push before the deadline. The issue will be briefly reported in the GA too.

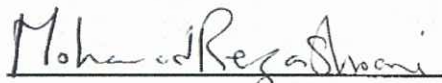
§12. Suggestion to the next board is to have the next meeting within a month after the GA.



Viktor Andersson (Chairman)

 (24/4-2013)

Nejan Najafi (Secretary)



Mohammad Reza Shoaie (Sealer of the minutes)