

## Minutes: DS Board Meeting #HT20-3, 2021-01-26

**Time:** 13.00 - 15.00

**Place:** online, Room Pater Noster 2034, Forskarhus 1, Chemistry Building, Chalmers University of Technology

**Chair:** Christopher Sauer  
**Secretary:** Jannik Theyssen  
**Reviewer:** Isabel Harrysson Rodrigues

**Present:**

Christopher Sauer  
Omkar Salunkhe  
Jannik Theyssen  
Gustav Lindvall  
Andri Spilker  
Isabel Rodrigues  
Nitesh Raj Jaladurgam  
Adriana Cnales Ramos  
Yasaman Dabirian  
Masoud Bahraini  
Artem Rodionov  
Mareddy Reddy  
Jayesh Khatri  
Elin Malmgren

### §1. Election of meeting officials and approval of agenda

The agenda of the board meeting is approved by the board.

### §2. Meeting notice

Meeting notice was in due order.

### §3. Minutes from previous meeting

Minutes from previous meeting are reviewed and signed.

### §4. Point 4 on Agenda

#### §4. Key topics from the committees and activities

- 1) Accounting (YD reporting)
  - There is extra capacity for investing time in reporting the corona effects to the SFS-DK. Gustav is interested in joining the committee.
  - Reminder for all board members to report their DS hours to YD as soon as possible. Not reported hours will not be considered at the end of the year.
- 2) FUN (CS reporting)
  - PhD survey has been presented both for FUN and for the group of study directors.
  - Quality group meant to investigate and ensure high quality supervision has been initialized. There will be one representative from DS in this working group, Adriana has expressed interest in that position.

- There is a new template for general study plans for research schools.
- 3) AJK (CS reporting)
    - Stina is taking over after Ida when she is on parental leave.
  - 4) Chalmers AB board (CS reporting)
    - EIB looks short-term better than assumed. This is partly due to effect of the corona-pandemic with decreased travel, and does not
    - Chalmers will receive more students in the future, partly because the government has given Chalmers the permission to accept more students. Due to the job market situation a larger number of students are expected. There is concern about the workload connected to the increased student load. Connected to that, PhD students will be offered a larger part in teaching duties.
  - 5) Chalmers research foundation (CS reporting)
    - no input
  - 6) CHARM (NRJ and GL reporting)
    - CHARM will be held online. Started registration process for our stall online. Some people will be required to be available during some times.
    - There is the idea to have PhD students available to answer department-specific questions. After this meeting, there will be an email that asking for volunteers. Participation appreciated!
  - 7) PhD alumni event (JK reporting)
    - JK and Sigma met before Christmas and are working on it now. Need to find a date, but since Charm is online, logistics are decoupled. Needing input from last year's events.
    - CS proposal is a series of more specific talks, targeted towards specific fields. This would allow closer contact between the speakers and listeners.
    - Suggestions who one can contact are on a list, which is available in the best practices document from last year.
  - 8) Media communication (JK reporting)
    - Next Newsletter will be in March
    - There is a Facebook group 'PhD students at Chalmers' - this can be shared in the newsletter
    - The Facebook group should be used for sharing links to GENIE events as well
  - 9) DS IT support and webpage (CS reporting)
    - Mads is leaving Chalmers, Masoud is available for small IT fixes but is otherwise quite busy during this term.
  - 10) Nomination committee (AR reporting)
    - It is time to start checking with the current members who will continue in DS.
    - Interested candidates for next year's board can be found via the local PhD councils
    - The process of finding a new DOMB is starting, and we want to have found a person by the autumn of this year.
  - 11) Faculty council (EM reporting)
    - FC is a democratically elected council at Chalmers, decoupled from the hierarchy. Good board for us to discuss with, as they have mostly the same interests as we do.
    - Similar topics as in FUN

- High regulation with respect to how many PhD students one can hire connected to EIB.
  - Could be valuable to put some time in spring into giving input to the faculty council.
- 12) ESP (OS reporting)
- The testing of ESP is postponed until the next development sprint which is scheduled to be finished by 5/3.
  - The delay is due to sick leave and extra VAB due to corona.
  - About 40 people from all departments are participating in the testing of the ESP
  - It is currently not clear if we will have a working ESP until the end of this year.
  - Due to EIB not the whole product might be finished at the end of the Budget, but a minimal working product will go through, and more features can be added later.
- 13) Introduction day (AS reporting)
- First online introduction day in September, on zoom with 160 participants. It went quite well, but we have some feedback and things to improve for the next one in January, which will also be online. Many students want this available online, might try to record the speakers for this. But if people could just watch at any time it is not so easy to take attendance.
  - For now, all slides from introduction day are here:  
<https://chalmersuniversity.app.box.com/folder/123579449165?s=6vqe5sqjiw2cpl0smqlrxtc6z30sce9r>
  - Idea: videos available online, compulsory discussion/question/get to know each other games. Will bring this forward to Malena Gorgne.
  - However, changes to the GTS courses are on the way, and so Malena Gorgne is not willing to change a lot on the current set-up.
- 14) Institutional council (IR reporting)
- Discussion about the GTS courses is ongoing. Library will likely be in charge of the GTS courses
- 15) Local PhD council coordinator (MR reporting)
- First Local PhD council meeting in December. Another planned for February.
  - Growing consensus for a PhD starter handbook & PhD intermediate handbook from all departments. A lot of individual effort by all the departments for welcoming new students.
  - Funding for starter handbooks (around 40 books) from the chemistry department
  - onboarding new students - some departments have onboarding systems
  - Need for a survey platform for local councils, discussion around Dischord, Facebook, Slack, Teams – this would be a place where one can meet up
  - Local councils conduct surveys which have good reception from students
  - Discussion around the PhD student starter handbook. It would be good if this was a living document, like a Wiki. It could be maintained by the local councils. Contains info for arriving international PhD students – this would be a place where one can read up
- 16) Chalmers ethics committee (CS reporting)
- We have had the first meeting since after Corona started last year. Nothing ongoing.
- 17) PhD survey (CS, JT reporting)
- Results are rolling out

- 18) SACO (CS reporting)
  - Main focus on EiB, will probably not be room in the budget for a major wage negotiation this year
  - Raise should be time-dependent and not Lic-dependent. This will be brought up in a meeting with Gabriella
- 19) Social activities/ PhD student outreach (AS reporting)
  - PhD hike Saturday 30<sup>th</sup> of January. 6 groups, (45 people) will join the hike next weekend. Thanks for the ones volunteering for leading a group!
  - Also thinking of doing zoom Fika that people can go to if they want, this was popular at the introduction day. Suggestion: GATHERTOWN! You can now go hang here if you want a social digital break :)  
<https://gather.town/app/2WkQiJerOCJFqfAL/chalmersphdhangout> The password is chalmers :) There is also a Facebook group for Phd students at Chalmers now, see here: <https://www.facebook.com/groups/133805915231631>
- 20) FUM – Student union board (CS / GL)
  - nothing to report
- 21) Supervisor of the year (ACR reporting)
  - There are 10 nominations. Which supervisors to interview will be decided next Friday (29<sup>th</sup> January). Interviews will take place on zoom during February.
- 22) Focus group equality (JK reporting)
  - Dr. Genie is an initiative to form a Chalmers-wide group of PhD representatives working for gender equality in close collaboration with Chalmers GENIE. Still looking for representatives from some departments. An invitation to this will be send to localphdcouncilchairs@dokt.chs.chalmers.se
- 23) GTS committee (CS)
  - Nothing to report
- 24) Climate strategy (CS)
  - Nothing to report
- 25) PhD webinar (CS)
  - We got the funding back, so everything is closed now.
- 26) Forskningsnämnden (IR)
  - Nothing to report
- 27) DS and local council re-organization (CS)
  - Nothing to report
- 28) SFS-DK (CS)
  - meeting at 2020-10-28. Discussion about prolongation. There needs to be transparency, how and who is prolonged,
  - everybody is affected the questions is just how. All effects on doctoral education should be stated in the ISP. Clear guidelines for Covid-19 handling when working on-site/in the lab. Social aspect: Especially newcomers need social support.
  - AS's department has conducted a survey about the Corona effects, these will be shared on the DS cloud.
  - Chalmers, and with that, our managers, are responsible for our working environment.
  - Aspects that need to be brought up there include missing conferences, which means missing contacts and networking, publication opportunities, deadlines.

## §10. Actions for the next meeting

The actions include the tasks in the Table below.

§11. Other matters

No other matters were raised.

§12. Closing of the meeting

The meeting was closed by the chair.

Tasks for the next meeting

Task	Person(s) responsible	Status
Plan meeting with FUN and SACO responsible	Chris, Gabriella, Gustav, Jannik	

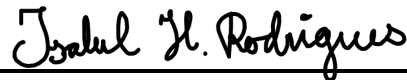
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Christopher Sauer  
 Chair

X 

Secretary

X 

Reviewer