

Minutes: DS Board Meeting

#VT24-2, 2024-03-11

Time: 15:00 – 17:00

Place: EDIT rummet in EDIT building, teams

§1. Election of meeting officials and approval of agenda

Chair – Angelica Avella

Secretary – Paul Imgart

Reviewer – Gabriel Arslan Waltersson

Decision: *The agenda and meeting officials were approved*

§2. Meeting notice

Decision: *The notice was in due order.*

§3. Proposed next steps – interim chairs and general assemblies (by nomination committee)

a. Nomination committee proposal

The nomination committee proposes to use the upcoming general assembly (GA) on 22/3 to elect interim chair and co-chair to be in place until the rest of the term (i.e. summer 2024). Those will also get support from David Hedgren from the student union to manage their tasks. Daniel Gyllenhammar, previous chair of the DS board, has also volunteered to help with a hand-over.

- Two people nominated themselves for these interim positions, Christina Lee and Paul Imgart. They are both available for either position, but Christina prefers to be co-chair and Paul does not have a preference.
- The nomination committee further suggests to elect the next board at a general assembly later on, e.g. middle of May. There are already some people who have shown interest in the chair-positions, and some new people interested in becoming members of the board.
- About half of the present board members intend to stay for the next term, and half of them don't.

Decision: *We go forward with the nomination committee's suggestions.*

b. Motions to the GA

i. Tabled from previous GA

- Francisco suggested the following procedure:
Motion 0, 1, 2, 4, 5 and 8 reject and propose instead handling by the working group
Motion 3 and 6 accept
Motion 7 likely propose a different one to create such a working group
- There are some clarifications and corrections made to untrue claims made about the work of the resigned co-chair.
- It is unclear if Francisco's suggestions means that he withdraws the motions.
- We could present a counter-motion, that replaces all motions and puts a working group into place to take care of the suggestions.
- Otherwise, we can ask Francisco to withdraw the motions and recommend the GA to reject those who are not withdrawn.

Decision: *We ask Francisco to withdraw the motions and recommend the GA to reject those who are not withdrawn. There will be a workgroup from the DS board to discuss the proposed changes and to propose what to do with them.*

ii. From the student union

Decision: *We ask the student union / David to withdraw the motion and otherwise recommend the GA to reject it. There will be a workgroup from the DS board, with involvement of a student union representative if so desired, to discuss the proposed changes and to propose what to do with them.*

§4. Administrative things for the general assembly

a. Chair

David has been proposed as the chair of the general assembly.

Decision: *The board asks David to be chair of the GA.*

b. Secretary

Decision: *The board confirms Ionna Motschan-Armen as the secretary for the GA.*

c. Electoral register

Gabriel can take care of it, possibly with help of those who did help out 1st time. Otherwise he will reach out to the board for more help. We will try to set up a digital form like we used last time, but will keep the electoral register on paper otherwise.

Decision: *Approved.*

d. Room

The GA will be in HA1, the same room as last time.

e. Food

Several board members talk in favor of providing food and drinks.

Decision: *Yiting Cai and the social team take care of the order and the logistics around the food, Angelica will include a sign-up form in a calendar invite for the GA for people to sign-up.*

§5. Help for the current DOMB matters from CHS/UO (Yan)

- Yingxiao Yan report that there is no documentation on how to pay the Doktorandombud (DOMB), which is complicated by the DOMB working partially from Finland. Jingnan (previous vice-chair) and Francisco have provided conflicting information on how to pay the DOMB's taxes. Yan will hand-over this question to the student union.
- There will be a new employment contract for the DOMB from March 31st, which will be handled by the student union. They will therefore take care of the payments in the future as well.

Decision: *none to be taken*

§6. Establishment of a proper handover procedure (Yan)

- We need to establish proper handover procedures, both for chair-roles as well as for the different work groups / tasks. This entails that we need to ensure that there exist written hand-over notes and, ideally, also a hand-over meeting. Providing templates might make it easier to write the hand-over notes.

Decision: *The board delegates this issue to the workgroup on restructuring DS that is about to be formed.*

Decision: *The nomination committee is tasked to ask Francisco and Rahul to provide hand-over notes for the new interim chair and co-chair.*

§7. Proposed plan for social activities (Yiting and Mustapha)

- The working group for social events informs about the plan to organize two more events apart from those already organized and announced. The PhD alumni event happening soon is targeted mainly at PhDs that are about to finish.
- The group plans another event at April 11th or 18th at J.A. Pripps, and another event after the May general assembly to get the old and the new board to meet.

Please let Yiting and Mustapha know if you have any questions or suggestions.

There might also be the Uni-meet event in the middle of June, but Yin can't guarantee that it will happen.

Decision: *none to be taken*

§8. Other matters

a. IT

Francisco has offered to help with the IT to a very limited extent. Paul has some insight, but very limited knowledge.

It would be beneficial to have the student union help us with the IT maintenance, and to limit our involvement to having one person with admin rights able to add/remove access.

The homepage needs to be updated and look newer, and to be more user-friendly both for visitors and board members. This is however a different issue than moving the server and responsibility to them, and should be addressed at a later time.

Decision: *The board votes to go forward with asking the student union to take over the responsibility for our IT systems.*

b. New members

We have Isabelle Dombeck and Michael O'Connell are new members to the board. They are asked to come with a suggestion on what they would like to work with, and what they need from the board to get started.

Decision: *none to be taken*

c. Work group on restructuring DS

- The recent suggestions made for changes to the DS structure (including proper hand-over routines and the motions proposed to the GA) need to be discussed and to be formed into a proposal on how to proceed.
- Several board members mention that even with the existence of working groups, board meetings are important. This is to make sure that all work groups are working properly, and also to get informed what is going on in other work groups and departments.
- It is questioned if the work group structure actually saves us time. To some board members it feels like the work group structure caused more administrative work.
- The intention of the work groups was not to reduce the number of board meetings, but to reduce the time spent in large meetings and to allow for more in-detail discussions in related areas in the work groups. The structure is also intended to help with taking responsibility for new tasks that pop up.
- The work group structure is not part of our statutes and we have the freedom to decide how we want to use this, e.g. if the groups should elect a leader.
- It is raised that it feels like the problem were missing routines on how to implement the structure instead of the structure itself, and that proper hand-over and start-up could solve the major issues.
- The amount of value added by internal discussion and coordination is different for different work groups. It seems to work well for WESEE, but it doesn't add much value for REDS and 6DS.
- The new board will decide on how they want to work.

Decision: *The board votes for Christina and Paul will form the work group on this, to invite Dave to be part of the work group, and for Yan to be part for establishing handover routines.*

d. Work on prevention of sexual harassment

- A letter of demands on actions that should be taken by Chalmers has been prepared by a workgroup within WESEE. The suggestion will be send out to the board on Wednesday morning the latest, please give feedback until the end of the week so the work group can send it to ask for approval from the local councils and DrGenie.
- This is a continuation of our discussion from the first board meeting.

Decision: *none to be taken*

§9. Meeting is closed

Decision: *meeting was closed at 16:25.*

Glossary

Work group names

6DS: Events work group

CoDS: Communication work group

IT: Information Technologies work group.

MoDS: Onboarding (Mottagning) work group.

NoCo: Nomination committee.

REDS: Research and Education work group.

WESEE: Work Environment, Sustainability, Equality and Ethics work group.

Department names

ACE: Architecture and Civil Engineering

K: Chemistry and Chemical engineering

CLS: Communication and Learning in Science

CSE: Computer Science and Engineering

E2: Electrical Engineering

IMS: Industrial and Material Science

LIFE: Life Sciences

MV: Mathematical Science

M2: Mechanics and Maritime Sciences

MC2: Microtechnology and Nanoscience

F: Physics

SEE: Space Earth and Environment

TME: Technology Management and Economics

Other

CHS: Chalmers Student Union

GA: General Assembly

Signature page

This document has been electronically signed
using eduSign.

eduSign