

# Minutes: DS Board Meeting

## #VT24-3, 2024-04-29

**Time:** 15:00 – 17:00

**Place:** E2 Room 3364 EDIT-rummet; Teams

*Values in cursive are just placeholders for the commonly adopted decision (remove this line too and the expected time ones before creating the final minutes).*

### §1. Election of meeting officials and approval of agenda (Paul)

**Chair** – Paul Imgart

**Secretary** – Athanasios Theodoridis, Michail Vourakis from §10

**Reviewer** – Lorenzo Perticone

**Expected time:** 15:00-15:05

**Decision:** *The agenda and meeting officials were approved*

### §2. Meeting notice (Paul)

**Expected time:** 15:00-15:05

**Decision:** *The notice was in due order*

### §3. Approval of the agenda (Paul)

**Expected time:** 15:05-15:10

**Decision:** *none to be taken*

### §4. Updates from the chair

Greeting.

The chair has expressed his gratitude for people being part of the board, and he appreciates the work that has been done over the past year.

DOMB.

The employment of the DOMB will be moved to the student union. They will hire someone acting as the DOMB. That process is a bit delayed. The current DOMB will continue to work until end of August, so that there is a proper handover. Discussions with the student union are ongoing to ensure that the process is smooth. Ds will be represented in the recruitment process through Yin.

FuM-election.

4 PhD students are running for the FuM elections. The voting will finish tomorrow 30/04.

SFS-DK.

A call has been sent to PhD students that are interested in joining SFS-DK. Currently we have 1 candidate. The DS board needs to nominate the candidates. The candidates should prepare a CV and motivation letter.

**Expected time:** 15:10-15:15

**Decision:** *none to be taken*

## §5. Upcoming GA

Information about organization.

The social events workgroup will take care of the food. A chair has been found for the meeting.

Update on candidates for the board by nomination committee.

There are 3 candidates so far for chair, co-chair and vice-chair. Regarding the rest of the board some members will stay for the next year, but the nomination committee has requested the local councils to suggest potential candidates. Also an email has been sent out to all the PhDs.

**Expected time:** 15:15-15:20

**Decision:** *none to be taken*

## §6. Updates from the work groups

**6DS:** A event in J.A. Pripps was held last Friday. Quite a good number of students attended and the event was successful. After the GA they hope to have one more social event.

**CoDS:** No update

**IT:** We will think if we want to move the IT administration to the student union

**MoDS:** No update

**NoCo:** No update

**REDS:**

**SOTY:** The winner has been selected, and announced both in the DS webpage and intranet. The 2 finalists that did not win, will receive a gift from DS, acknowledging both the fact that they reached the final stage but also spending the time for the interview. A separate post with all nominees has been posted also on the DS webpage

**FUN (Tjänsteordning):** They plan to make some changes in order to make it easier to recruit internationally. The senior staff involved in this group are quite engaged in this topic. Susanna Aalto would like to meet with DS and hear our ideas and point of view on this topic.

**WESEE:** Letter of proposals: A letter of proposal has been drafted and all PhD local councils has signed the proposal, alongside the student union, DS board and Dr. Genie. It has been sent to the vice-rektors and head of HR division. We asked them to give us feedback before the 14<sup>th</sup> of June. As of now we have received a reply where they seem to be open for a discussion with us. For now, we should not make the letter public to the rest of the PhD students, until the first meeting has been held.

PhD survey: There has been some development on the process of understanding the results. They managed to look a bit deeper on some correlations that arise from the results. There is the possibility to make some conclusions. Trends are present in the data. Dr. Genie is interested in looking further into the results. The final results will be compiled and presented possibly on the last board meeting. Each research school (or department) will do their own evaluation with the results. Several people have asked for the raw data set, to make different analysis in order to come up with further correlations. The workgroup is a bit hesitant to do that, since from the raw data it might be possible to lose the anonymity. However they could give to the interested people part of the raw data.

**Expected time:** 15:20-15:50

**Decision:** *none to be taken*

## §7. Break

**Expected time:** 15:50-16:00

## §8. Discussion and decision on moving bookkeeping and payment administration to CHS (Yan/Paul)

Proposal to move the economy administration to the student union.

Several meetings were held with the student Union. The suggestion is to move the bookkeeping to the student union. We will have a salary payment to the person handling the economics (from the Student Union), and we need a formal decision from the board whether we should do it, and when that should be done. Yan's suggestion is to vote in favor of this, also preferably before the end of the year.

**Expected time:** 16:00-16:20

**Decision:** The board decided in favor of moving the economy administration to CHS and that everything should be ready to be handed over by the end of the calendar year.

## §9. Discussion and decision on handover procedures (Paul/Yan)

A ppt regarding this topic has been sent out with the Agenda. Paul has presented the goals for the new members regarding what is included in the hand-over documents. A time plan is also suggested. A document template is suggested as well that can be tailored to each task.

**Expected time:** 16:20-16:40

**Decision:** The board has decided in favor of having a handover procedure implemented, with the suggested time plan.

## §10. Presentation and discussion on restructuring proposal for the board (Christina/Paul)

(Michail Vourakis takes over minutes taking from here on).

Christina comments on the new structure tried out this year. Aim not to end up in varied results for different groups which was observed this year.

Presentation on restructure given by Christina:

- Current structure difficult to comprehend for new members.
- Suggestion to make board similar to other sections within Chalmers (motivated for clarity and more designated member roles).
  - Create better workflow so that PhDs outside the board can also contribute to tasks.
  - Board to consist of 8 roles (PhD council reachout, work environment, research education, social, communications, chair, treasurer, vice-chair) and affiliated committees.
  - Motivation/Benefits of restructure: get rid of long meetings, better coordination and connection between members, recruitment feasibility, clear responsibilities, better handovers.
  - Challenges: loss of representation (countermeasure of members representing also other departments along theirs), compartmentalization, complex recruitment, statute changes, over-representation.
  - Timeline for enforcing restructure proposal: test period between 11<sup>th</sup> June and February 2025 and implimention for DS Board 2025-26.
  - Conclusion of presentation with discussion (vote no binding on):
    - 1) start statutes update.
    - 2) approval of trial period.
    - 3) keep structure from 2022/23

**Expected time:** 16:40-17:00

**Decision:** approved start statutes update (Christina, Dave and Paul will start work on it).

## §11.Meeting is closed (Paul)

**Expected time:** 17:00

**Decision:** *meeting was closed at 17:10*

## 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

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