

# Minutes: DS Board Meeting 1, 2024-10-17

**Time:** 15:00 – 17:00

**Place:** room Sunnavinden in IMS, online Zoom link available.

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

**Chair** – Christina Lee

**Secretary** – Fredrik Börjesson Sandén

**Reviewer** – Lorenzo Perticone

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

## §2. Minutes from previous meeting

Signed and published at <https://www.dokt.chs.chalmers.se/public/#BMm>

**Decision:** *the minutes from the prior meeting were approved*

## §3. Updates from each Committee

<b>Communication:</b>	Prabhat and Carolin are alone in this task and have had their first meeting. Task is up and running.
<b>Social:</b>	<p>Bowling: 74 people attending. 94 signed up.</p> <p>If anyone has ideas for social events we should inform the team. Send email to <a href="mailto:ioannamo@chalmers.se">ioannamo@chalmers.se</a></p> <p>Seminars:</p> <ul style="list-style-type: none"> <li>• with Dr Genie 26<sup>th</sup> November around Lunch Time (12-13)</li> <li>• Chalmers Venture: Open to do seminars on start-ups and innovation office etc. (Carrier perspective)</li> <li>• GTS</li> <li>• Maybe Saco</li> <li>• Akelius for teaching</li> </ul> <p>All tasks up and running.</p>

	<p>CHARM will be ongoing. There will be some pre-CHARM events but we will not participate.</p>
<b>Work Environment:</b>	<p>Task is up and running and decisions have been taken regarding the focus for this year.</p> <p>The sexual harassment issues are also being continuously worked with.</p>
<b>Research Education:</b>	<p>All tasks we have personnel for are up and running. A new ethical advisory board have asked us regarding representation in that committee.</p> <p>Institutional Ethical Advisory Board, IEAB: Decision was taken that, while interesting to follow the work of this committee, the DS currently will not send representation. Its work and the potential for future representation will, however be monitored.</p> <p>Huixin Chen requested to be put into contact with the administration of GTS-courses at Chalmers. Fredrik Börjesson Sandén agreed to share those contacts.</p>
<b>PhD Outreach:</b>	<p>Task is up and running, though there has not been any uniform way to establish contact with the local councils.</p> <p>Not a meeting with the local councils yet – because of elections. Will happen ASAP.</p> <p>Lorenzo also gets questions regarding what should be shared with the local councils. In general he is allowed to use his own judgment to decide on these things; however, he is allowed and encouraged to ask the board what is relevant and not to disseminate.</p>
<b>Management:</b>	<p>The DOMB recruitment has been going forward. Interviews with two candidates have been conducted and one of them have been forwarded to Mikael Gyllenhammar and Maria Elmquist for a second interview. The impression was good, and this person is expected to be hired to start their work at the end of October/ beginning of November.</p> <p>There has been an increase in withdrawal of resources cases going on at Chalmers since last March. This increase correlates in time to a change in the working orders wherein the WOR procedure was made more visible.</p> <p>The DS suspects that the process is not used in accordance with the intention of the process. As such, the DS have made a suggestion to change the working order to make the process more legally secure and less likely to be misused.</p>

	<p>GE planning is the main agenda at the moment</p> <p>Question from Lorenzo: (FUM) Speaking and Voting rights. Lorenzo will have both as soon as Francisco is stepping down. Question is if Lorenzo should also be spokes person for DS board as he is already in the meetings though at the moment with a different perspective from his own interests.</p>
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**Decision:** *The DS will not be represented in the Ethical Advisory Board, IEAB.*

## §4. Special Interests for this mandate

<p><b>Communication:</b></p>	<ol style="list-style-type: none"> <li>1. Improve our social media strategy and expanding onto further platforms.</li> <li>2. Improve the DS branding for example, through updating the logo, and creating some community merchandise.</li> <li>3. Preferably change Newsletter tool</li> </ol>
<p><b>Social:</b></p>	<ol style="list-style-type: none"> <li>1. There is an ambition to have a social event of some sort once per month.</li> </ol>
<p><b>Work Environment:</b></p>	<ol style="list-style-type: none"> <li>1. Distribution, keeping track and compensation of departmental duties varies wildly between different departments and divisions at Chalmers. For a considerable share of doctoral students, problems regarding this area are a major cause of stress and dissatisfaction. The DS board started investigations into this issue in 2023/24 by conducting a workshop with the local PhD Councils. A summary of the results will be prepared and released to relevant parties during this mandate.</li> <li>2. Reducing the considerable variation noticed in the time needed for the completion of a licentiate has been a regularly addressed matter. Currently, a salary increase for doctoral students is connected to the successful completion of their licentiate. Considering the variability in licentiate timing, this can lead to large discrepancies in salary for PhDs at the same time point within their studies. To address this, DS are attempting to negotiate a decoupling of salary increase with the licentiate for a more fair wage increase for doctoral students.</li> </ol>

<b>Research Education:</b>	The ongoing research school evaluation will be investigated and discussed as deemed necessary and relevant in the board.
<b>PhD Outreach:</b>	More uniformity and structure across the departments to get in touch  More regular meetings with local councils will be looked into.
<b>Management:</b>	<ol style="list-style-type: none"> <li>1. Implement and review a new structure of working for the DS Board.</li> <li>2. Evaluate and suggest updates to the DS statutes to align with current working practices and ensure the longevity and integrity of the DS into the future.</li> <li>3. Investigate how the Withdrawal of Resources is used at Chalmers to ensure doctoral student's rights are not violated.</li> </ol>

**Decision:** *Approval of each special interest point per committee. All points were approved unanimously.*

## §5. Budget approval for 2024/25

Fredrik has prepared and presents a budget proposal for 2024/25.

**Decision:** *Approved with certain changes regarding a post for an IT consultant, a post for professional photography, and a post for merchandising.*

## §6. POO approval

The additional special interests that have been approved will be added in.

**Decision:** *Approved*

## §7. Upcoming GA

Current agenda:

1. **Opening**
2. Meeting officials
3. Electoral register
4. Agenda
5. Meeting notice in due order
6. Minutes from previous meeting
7. Presentation of findings from the auditor

8. Vote on freedom of responsibility
9. Plan of Operation for mandate 2024/25
10. Budget for mandate 2024/25
11. Election of Nomination Committee for 2024/25
12. Other matters
13. Closing of the meeting

For the freedom of liability, the auditor report, financial report, and annual report for the previous mandate are made available on the website. Current status for each:

- Auditor report: due 20<sup>th</sup> October
- Financial report: received and ready to publish
- Annual report: due 23<sup>rd</sup> October.

Further things to be finalized:

- Lunch order (a survey for approx. numbers to be sent with general invitation)
- Lunch collection
- Sign in for the electoral register: form to sign in and controllers needed to monitor during the meeting
- Find a chair for the meeting
- Find a secretary for the meeting (two reviewers/ vote counters also needed)

**Decision:** *accepted*

## §8. Recruitment for Committees

Some Committees have noted that they could use extra help for conducting their tasks – anybody conducting extra work for the DS/roles that need to be filled should be approved by the Board. The current status for the different Committees are as follows:

<b>Communication:</b>	One person will hopefully be recruited for assistance.
<b>Social:</b>	
<b>Work Env:</b>	Virág Varga: aiding in DEI work and has been part of the WESEE group previously. Will become vice-chair for Genie so status may need to be updated.  Candidate needed: to aid in the transfer of work with SACO, a new PhD is recommended to start onboarding now as Johan will not continue next mandate. Johan has a candidate in mind.

<b>Research Ed:</b>	<p>Research and Education will attempt to recruit one or two people to fill the vacancy in the research misconduct committee, which is currently vacant.</p> <p>A person may potentially be recruited to take over the Faculty council representation.</p>
<b>PhD Outreach:</b>	
<b>Management:</b>	

**Decision:** Virág Varga's recruitment was approved, and the advertisements for further recruitments were approved.

## §9. Review on new Structure

Feedback from the Board on the new structure for DS so far.

This discussion was cut because of time.

## §10. Other matters

Christina as co-chair will not continue past February due to parental leave. Discussion on actions needed.

## §11. Closing of the meeting

Next Board Meeting scheduled for 13<sup>th</sup> December

**Decision:** *meeting was closed at 17:19*

## Glossary

### 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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