

Minutes: DS Board Meeting 3, 2025-04-07

Time: 13:20 – 14:30

Place: room Avenyn

Election of meeting officials and approval of agenda

Chair – Carolin Behrens & Fredrik Börjesson Sandén

Secretary – Vivien Lacorre

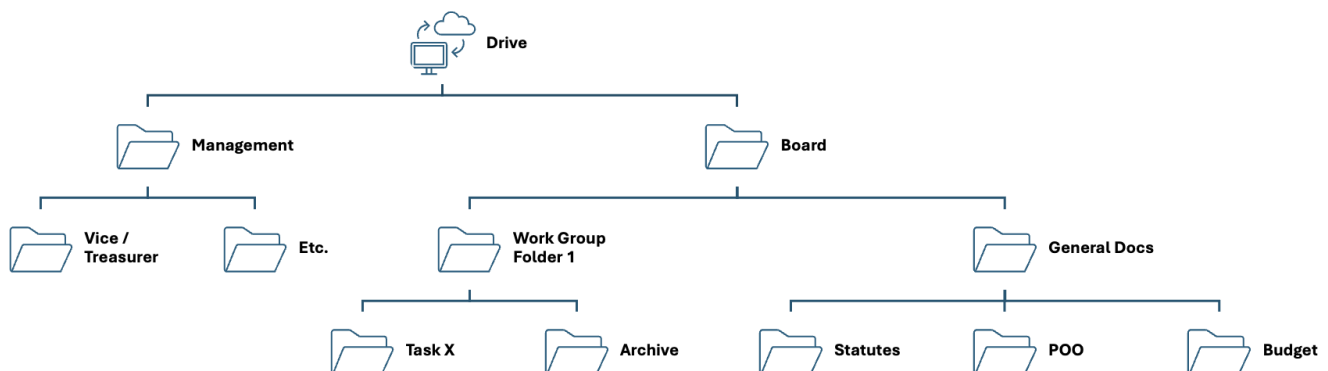
Reviewer – Lorenzo Perticone & Mattia de Lazzari

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

Minutes from previous meeting

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

IT Infrastructure Update



Email Structure:

- (1) Chair, Co-Chair and Vice = Individual
- (2) one common email with access for everyone. Folder structure for organization.
- (3) Distribution lists on demand

Summary:

==> We will switch to Google Workspace.

==> Different folders will have different access rights depending on your role at DS board. Thus, treasurer can safely upload documents there.

==> In a close future, we will be able to have email accounts dedicated to some work group, or at least an officer could sort received emails in folders (example: social events)

DS Logo Contest

Voting to all PhDs

Double Logo as two or one?

==> We will try to show logos in a non repetitive way during the vote. Folder with extra info is given.

Topics to Take Further

Topic	Next Steps / Responsibles
Food regulations for meetings	Management
Housing for PhD Students	Lucian and Fredrik
Lindholmen Move	Management (Vivien)
Digital Diplomas	Management (Info Email to PhDs)
Mental Health Session	Share Info (Insta and Mail) – Work Environment
Lic and Salary	Share Info

==> Housing: Some previous DS board has tried to contact Chalmersstudentbostäder. Nothing came up apparently.

==> Digital diploma: We will send an informative email to PhDs.

==> Lic and Salary: Will get worked on continuously. (FUN)

Updates from each Committee

Communication:	Core tasks: Social Media, Website
	Special Interests: IT. (Drive and Email addresses), Hoodie, Logo Contest, gain more reach
Social:	Core tasks: Continue social events
	Special Interests: Cortege: 27 people involved!
Work Env:	Core tasks:
	Special Interests:
Research Ed:	Core tasks:
	Special Interests: FUN
PhD Outreach:	Core tasks:
	Special Interests: PhD Survey will be sent out some time soon
Management:	Core tasks:
	Special Interests:
Nominations:	Core tasks:
	Special Interests:

Decision: *none to be taken*

Scheduling of BM and GA

Next Board Meeting:

GA: 24th April lunch time.

TODO: send invite to GA latest on Wednesday 9th April

==> **We should start looking around for chair candidates now.** Call for a GA end June if we need to elect a Chair.

Other matters

GA Tasks,

- Order food (Vivien)
- Secretary

- Chair
- Vote counters / Registration
- Book Room
- Reviewers
- Candidates for Chair and Vice Chair
- New Logo

Closing of the meeting

Decision: *meeting was closed at 2:30pm.*

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



Secretary


Meeting Chair

DS Chair

Reviewer #1

Reviewer #2

Signature page

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