

CPPC board meeting 2021-06-14

by Daniel Erkensten

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Participants to the meeting Adriana Canales, Mathias Hoppe, Daniel Erkensten, Andrea Fazi, Björn Lönn.

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1 Opening

The meeting was opened by Adriana. Daniel was made secretary.

2 Agenda

The proposed agenda was approved by the board.

3 Follow-up on previous meeting

- **Daniel** has updated the course database and posted it on the web site. He will make some final changes and then we should share the page with the students. **Daniel** and **Andrea** will make sure that the CPPC web page is linked with the DS web page.
- **Andrea** reports on the buddy system. Not much has been done, but he and **Björn** will finish the email to the students about the Buddy system in July and hopefully it can be implemented by the beginning of next semester.

4 DS and local council's meeting update

Adriana reports on the latest DS meeting and the Local Council meeting. All the highlights from these meetings are merged and summarized below.

- **Official PhD document:** For many research schools there exists no official document where it is clearly stated what is needed to finish the PhD. However, the Physics Department has established such a document.
- **Covid-document:** FUN is preparing an official document regarding contract extensions and how to report delays due to the pandemic in the ISP. Adriana has not received any updates about their most recent meeting, but will keep us updated.
- **Welcome letter:** Every local PhD council should have a welcome letter for new students. Adriana displays an example from the KBio council. We are all in favor of introducing such a letter. **Adriana, Mathias** and **Daniel** will start working on this and hope to have it implemented by the beginning of next semester.
- **PhD Poster:** The DS board will prepare a poster including: important links, when to do your defense, health-related issues (where to turn to), what to do after you graduate and how to deal with unemployment. When it is ready (approximately next year) we have to share the poster with the students.
- **Phadder/buddy system:** An example of a phadder list system is presented. Will be shared with **Björn** and **Andrea** as inspiration for our own Buddy system.
- **Salary and licentiate:** As the licentiate degree comes with a pay raise, it is important that the degree is obtained after roughly the same number of years into the doctoral studies. Further salary negotiations will not be done until in three years. Students at the Physics Department are doing well when it comes to getting the licentiate done on time (approximately halfway into the PhD).
- **Genie group:** turns out that no one in the DS board is involved with the Genie group anymore. We still have our representative from Physics though.

5 Institutionsrådet meeting update

Mathias reports on the latest Institutionsråd.

- Thomas Nilsson discussed economy in balance. Looks better than before and a net positive result expected this year at Chalmers. This is explained by the increase in teaching of PhD students at the different departments.
- Eva Olsson commented on the new strategy and vision group at Chalmers which she is part of along with other representatives from the different departments. The group is developing a book in which the vision of Chalmers should be made clear. Potentially, this work could be presented at a Department day in the future.
- The recruitment of female PhD students at the department is going well. The 50/50 recruitment distribution of male/female PhD students has been steady for at least the last three rounds of recruitment, that is this and last year.
- Sverker Holmgren, director of e-Commons, informed about the newly initiated e-Commons, a common infrastructure for data management and storage at Chalmers. Per-Anders Carlsson from CMAL presented an overview of their work.

6 ISP

Mathias reports on the developments of the digital ISP (ESP) and presents the interface of the upcoming ESP. Links for trying out the ESP will be sent out for testing during summer and hopefully the system will be up and running by October. **Adriana** mentions that the 2 % departmental hours should be properly reported in the electronic study plan and raises the question on making the PhD contract easily available. Mathias believes that the ESP will include study plan-related details exclusively, but that might change once the system is in place. Students enrolled with the old ISP can choose to transit to the electronic study plan, but then all information has to be transferred manually from the ISP to the ESP.

7 Feedback session

Adriana reminds everyone to keep track of their hours. Each member of the CPPC is given 35 departmental duty hours.

8 Other matters

No other matters were raised.

9 Next meeting

The next CPPC board meeting will be held on August 20th at 13:00.