

CPPC board meeting 2022-03-15

by Martina Olsson

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Participants to the meeting Adriana Canales Ramos, Andrea Fazi, Björn Lönn, Daniel Erkensten, and Martina Olsson.

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1 Opening

The meeting was opened by Andrea. Martina was made secretary.

2 Agenda

The proposed agenda was approved by the board.

3 Next meeting

The next CPPC board meeting will be held on April 21 at 13:00.

4 Follow-up on previous CPPC meeting

All tasks on the action list were performed from the previous meeting

5 Follow-up on projects

- The response rate for the buddy survey is so far low, a reminder will be sent out by Björn.
- An invitation letter for the new students regarding the buddy system have been sent out.

6 Updates from other meetings

- **Meeting with Jakob Welander**

Andrea and Adriana inform that Jakob will put official rules for how to calculate teaching hours on the intranet. Jakob will also try to quantify what part of the teaching that can be done in English so it can be used to evaluate the possibility for non-Swedish speaking PhD students to reach 20 % teaching.

The rules for how to count supervision for Bachelor and Master thesis students is a question that needs to be discussed further with Ulf Gran, vice head of the Department. Adriana and Andrea will contact Ulf to discuss this further.

It was brought up that a more frequent communication with Jakob is needed regarding the teaching situation. Jakob should inform CPPC if there is a problem or delays with teaching related questions and we can potentially arrange more frequent meetings to encourage a good communication.

- **Meeting with Lena Falk**

Andrea and Adriana inform that the next intro day is scheduled for May 3 at 13.00. There will be a small group of 5 people.

The ESP project continues, the pilot version is tested by a group of students at E2. In the Autumn semester more students and supervisors from Physics should try the new version and start debugging. About 10-20 students should be recruited to test this together with their supervisors. The students should be early in their doctoral studies for it to be worth it. An email regarding this will be sent out by Andrea and Adriana.

- **Gender Equality Council meeting**

Martina informs regarding the second gender equality council meeting. There was a follow up discussion from what was concluded at the first meeting regarding the role and tasks of the group. The two active measures that the department is working on now is recruitment and planning for a career seminar where women should be invited to talk about pursuing a career in academia. A planning meeting for the career day will be held this week with Thomas Nilsson, Andreas Salomonsson and Martina Olsson.

- **FFF meeting with Thomas Nilsson (GPC)**

Adriana informs that the suggestion from FFF that the FFF Head and treasurer individually should get money for their work was declined. It is preferred by the department head that there are only payments for one entity. For the FFF board this is mainly a concern for Chair and Treasurer which are more demanding roles.

Next year CPPC will be 6 people, preferably 1 from each division but it was highlighted that it is more important with a high interest from the board members than full representation of the different divisions.

7 Covid survey

The covid survey should be sent out in April. Adriana, with support from Andrea, will take care of this.

8 Introday

The introday is scheduled for May 3 at 13.00. It will be one group with 5 people. This will be further discussed in the next CPPC meeting.

9 Other matters

Intranet presentation The intranet was presented by the communication office followed by a discussion for which platforms can be used to reach out with this information to the PhD students. It was concluded that the information should be put on DS's unofficial Phd guide page and that it should be included in the presentation in the introday for the new PhD students.

Dr. Genie representative In November Rebecka Rilemark was selected by the DS board as a PhD representative for the Physics department for a work group related to Dr. Genie. Since this role is related to Martina's position a meeting with Thomas was held and Martina will have a continued discussion with Rebecka regarding how to divide the work.

10 Summary of actions discussed at the meeting

(i) Adriana

- Book rooms for the introday together with Andrea
- Send an email regarding the pilot testing for the ESP together with Andrea
- Send a covid survey with support from Andrea

(ii) Andrea

- Book rooms for the introday together with Adriana
- Send an email regarding the pilot testing for the ESP together with Adriana
- Support Adriana with the covid survey
- Send the link for the DS unofficial Phd guide to the communication responsible and coordinate for including the intranet introduction in the introday.

(iii) Björn

- Send out a reminder for the Buddy survey.

(iv) Martina

- Meeting with Rebecka Rilemark regarding how to coordinate the work related to Genie.
- Attend the planning meeting for the career day initiated by the gender equality council.
- Investigate the structure of Genie towards the Physics department and the different roles.

(v) Daniel

- Attend the Departmental Advisory Team meeting (Institutionsråd)