

CPPC board meeting 2019-08-29

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1 Opening

The meeting was opened by Gustav. Everyone was present. Mikael was appointed secretary.

2 Agenda

The agenda was established as proposed.

3 Meeting with Thomas Nilsson regarding vacation

Gustav reports from his meeting with Thomas. The issue was how excess of vacation days at the end of contract is handled. Currently, there is one PhD student who has problems with this and is in talks with the union. Thomas will talk to HR, to learn what the rules are and to think about how to encourage PhD students to take vacation. In the past, there was the opposite problem: Supervisors would not let PhD students take vacation, so the department level introduced a policy to more or less enforce it. Thomas was involved also then.

The opinion from the department is that employees in general are sloppy at registering vacation. As we understand it, there is a rule that summer vacation should be registered in April, which is not followed well. The department board is not very happy with employees taking vacation retroactively more than as an exception.

We conclude that we first need to know the rules and laws, and after that we can discuss with the department board on how to encourage a better handling of vacation

from the individual. Regarding the first part, Gustav will talk with Thomas after the latter's discussion with HR. DS was suggested as a resource, if needed. Regarding the second part, we suggest that the line manager should discuss vacation planning with the employee at the appraisal discussion. If that would not work for some reason, the study plan meetings could work as a back-up for PhD students. **Gustav will propose this to Thomas.**

4 Electronic Study Plan

Mikael talks about the work with the specification of the electronic study plan two years ago. It features things such as automatic fill-in of data, from e.g. Ladok, and is an effort in merging the diverging study plan templates across the university. DS asked us by email for a representative in the implementation work in the spring, and Mikael volunteered. Gustav left Mikael's email to them, but nothing has been heard since. **Mikael will ask the current DS chair.**

5 Connection between divisions – Seminars

Sara mentions that Chemistry has a department introduction course, including e.g. an overview of which experimental methods that are available. We think that it might be a good idea with something inspired by this for Physics. Also, we remain positive to have mandatory presence at a number of licentiate seminars, x before the PhD student's own licentiate and y after, where $x > y$, since the purpose is to encourage cooperation. If the department board would insist on some activity from the PhD student, such as writing a short report or preparing a question to the respondent, we may consider that. **Gustav will bring these two ideas to Lena.**

6 Home page

DS will create a page, **and Nitesh will follow up.**

7 Introduction day

Lena was positive to us giving feedback on the content of the introduction day for Physics PhD students. **She sent us a link in spring asking us to have a look and to come back; Mathias will do this.** It was previously intended that the introduction day will be held once a semester, but it will rather be on demand. Lena will let us know when an introduction day approaches.

8 Other matters

Gustav will ask DOMB on how common conflicts are at Physics.

Gustav will send Lena a list of proposed courses from the analysis of the survey.

We expect to have a general assembly in late November, since Nitesh is unavailable in December and Gustav would like to step down by January.

9 Next meeting

The next CPPC meeting will be held on the 1st of October, 13.00–14:00 in F5002. Sara will attend the next advisory board meeting, which will be held on 12 September.