

CPPC board meeting 2023-11-13

by Daniel Erkensten

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Participants to the meeting Björn Lönn, Daniel Erkensten, Martina Olsson, Pantea Dara, Athanasios Theodoridis, Oliver Thim.

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1 Opening

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

2 Agenda

The proposed agenda was approved by the board.

3 Next meeting

The next CPPC board meeting will be held with a new CPPC Board in January 2024.

4 Follow-up on previous meeting

(i) ISP meetings

The responsibilities of the student vs. the study director in the Individual Study Plan (ISP) meetings were discussed. In order to assess the quality of these meetings, we plan to conduct a survey in the beginning of 2024. Through the survey we want to examine what works well with the meetings and identify areas where the meetings may be improved.

(ii) Buddy system survey

Pantea will send the buddy system evaluation survey on Friday (17/11), as only then all students will have had chance to meet their buddies.

(iii) Gender Equality Council

No news from the Gender Equality Council. Martina notes that the next GEC meeting will be held this Wednesday (15/11).

5 Updates from other meetings

(i) Meeting with Lena Falk

Björn and Daniel had a meeting with Lena Falk, assistant head of Department and responsible for the Physics PhD education, on October 30. The following points were emphasised:

Contract extensions: extensions are based on how much you teach, how often you are sick and other departmental duties. Sickness on weekends should also be reported in Primula in order to get the proper extension. Teaching hours are reported in Time-Edit and will be publicly available via a Canvas page in the beginning of next year. Importantly, these hours will not include TRACKs courses or departmental duties.

Evaluation of PhD education: the research education and the PhD schools at Chalmers will be evaluated next year. One representative from the board will take part in writing and discussing the evaluation together with other representatives from the department (study directors, administrator, head of PhD education). The representatives will have their first meeting in January 2024 and the chosen representative from the board should be communicated to Lena before December 7.

ISP Meetings: the quality of the Individual Study Plan (ISP) meetings was discussed. In particular, Lena approves that the meetings are evaluated via a survey.

6 Project follow-ups

(i) Update from the Doctoral Students Guild (DS):

Thanos attended a DS meeting and has been assigned tasks in the guild. He is responsible for the Supervisor of the Year (SOTY) award and encourages the board to spread the word about the award. He is also involved in arranging a conference on teaching (KUL) in April and emphasises the importance of such a conference for PhD students. In particular, he

will push for making it easily accessible also for non-Swedish-speaking PhD students. The DS Board is also investigating the possibility of providing a single communication channel for PhD students where e.g. information about social events can be easily distributed. The board is currently in the process of deciding what platform to use.

7 Other matters

Martina will meet with Lena Falk later this week and discuss the action plan on how harassment and borderline behaviors are dealt with at the Physics Department.

(i) Introduction day

The next introduction day will take place on November 24. Björn will briefly present the work of CPPC at an introductory meeting with the new Physics PhD students and the study directors. Furthermore, there will be a campus tour, clean room tour, social session involving fun games, and dinner provided to the new students as usual. FFF is responsible for the dinner and for coordinating the introduction day with the other departments (GU, MC2, SEE). Pantea will keep track of the number of students who plan to attend the introduction day activities such that the different activities can be smoothly planned.

(ii) General Assembly

The General Assembly (GA) will take place on December 8, 11.30-13.30 in Nexus. Björn will write the annual report with input from the different board members and present it at the assembly. The nomination committee and the auditors have been notified about the meeting. Esmée Berger (Condensed Matter and Materials Division) is interested in joining the board next and plans to attend the assembly. Moreover, the following current members plan to stay on the board also next year: Thanos (as Chair), Björn (as Vice Chair), Martina (as Gender Equality Council representative), Pantea (as FFF representative) and Oliver (as Advisory Board/Institutionsråd representative).

(iii) Teams

The document storage platform *Box*, used by the CPPC up to this point, is no longer supported at Chalmers. We will transit to *Teams* instead and use this as a discussion and document storage platform in the future.