

Meeting minutes: DS Board Meeting #VT21-4, 2022-04-12

Time: 13.00 - 16.00 (16.19)

Place: Delta, M-building, **Johanneberg**, same floor as Bulten and teams

§1. Election of meeting officials and approval of agenda

Chair: Elin Malmgren
 Secretary: Daniel Gyllenhammar
 Reviewer: Ariadna Soro Alvarez
 Approved agenda

§2. Meeting notice

Approved

§3. Minutes from previous meeting

Discussed and approved but not signed. Hence not available.

Decision: The meeting agreed to post pone the formal approval of the previous meeting notes to the next meeting.

§4. State of the departments – round table

This round table also included presentation from the visitors that were listening in to the meeting.

ACE: The local council is getting smaller and smaller, but there are at least another PhD who will join the DS-board.

Bio & chemistry: Doing a PhD-pub and a barbeque. Organizing a Post-doc funding session (workshop for how to find and apply)

CSE: No one present

E2 –1) Buddy programme has started. 2) Work on harmonizing reporting of departmental duties. 3) New routine for ISP follow-up discussions under review. Has been an AW, Paul was not there but Masuod was.

EMS – No one present

Mathematical sciences – Hade some AWs, develops a Licentiate thesis template.

M2 – Some things are going on, departmental work hours, sexual harassments discussions from genie, and transparency are topics which are discussed.

MC2: 1) the equality group got serious about taking some actions. MC2 joined efforts with Physics and SEE to analyze the culture in our departments and implement some changes towards gender equality. 2) MC2 wants to follow Physics' lead and start recruiting in general calls, rather than single ones. This is to improve excellence and



gender balance. 3) Together with Physics Chalmers, Physics GU and SEE, we are working on restructuring FFF. Ariadna will put Elin in contact with Genie regarding the study on sexual harassment in academia, so we can discuss it in the DS.

TME: New Head of department Joakim Björkdahl, starts formally the 1 of June, but works in parallel with current HoD from 1 of May. Discussed sexual harassment. Will have an AW soon.

F: 1) Our local council was invited to present in the Faculty assembly. 2) We sent our, hopefully last, follow up covid survey. We focused on going back to work on campus. 3) We get no departmental hours for master students (only for bachelor students), so we are looking into that matter. 4) We are working on restructuring FFF. Has started a gender equality council beside genie, some parallel working groups

Space earth and environment: Nothing to report

§5. Supervisor of the year

We have a winner! The official announcement will be done by Communications with an interview. We will give certificates from DS to the finalists.

From E2: Torbjörn Thiringer

Proposal to contact those with a “honorable mention” to acknowledge them and make them aware that they were a part of the process.

§6. General Assembly

5th of May, lunch time, Room HA1

There will be possibilities to listen to the meeting online, but not vote

Will be a meeting invitation.

Masoud will be responsible for the food, Thomas, Paul and Gustav will help

Therese Hedberg Lundgren will be meeting chair

§7. Key topics from the committees and activities

1) Accounting

- a. An overview of DS budget
- b. There will be compensation for hours spent on manifestation since there is room for this in the budget.
- c. Some discussion regarding activities and salaries. Masoud will send the file to the board after the meeting.

2) PhD webinar

- a. Over and done with for the year, looking forward to the next one
- b. Funded by the union until now; however, they can't fund recurring events so if we want it to continue, we have to find a new model (e.g. through the university). Discussions about fixed funding for it are still to take place. Probably the next one will be planned for spring 2023.

3) Introduction day

- a. Next one 17th of May, a bit shorter than normal
- b. Chair will talk about head of HR re. onboarding of PhDs

4) FUN

- a. Structure might be changing, discussion in FUN on how things can be developed
 - i. Suggestion: every 6 years (in batches)



- ii. Price: 150 000 SEK/evaluation
 - iii. External panels are new to Chalmers, according to the chair
 - iv. Some departments/research groups have, since they follow GU standards which demand external evaluation
 - v. Suggestion to ask GU what they think about it, since they already have a system in place
 - vi. Important to have a follow-up process in place! Do things actually change?
 - vii. There is a TME dissertation on evaluation improving value creation in external audits/evaluations.
- b. Presentation of DOMB report 2021 and the new DOMB
 - c. Discussion about quality management in research education.
 - d. Possibilities to support Ukrainian researchers and students under discussion.
 - e. If anyone has opinions for what to bring up in FUN, contact Paul or Elin.

5) AJK (now Central skyddskommitté – central protection committee)

Has become the “central skyddskommitté – central protection committee” with a formalized agenda following legal requirements, focusing on incidents that need to be reported.

It is suggested to have a pre-meeting with Student Union is discussed to make sure those perspectives get the room they need.

Equality questions are moved to Focus group equality – we should ensure they are covered properly there. Proposal that Paul talks to Ariadna about this.

Remember that also mental issues can be work related issues, not just only physical problems.

If you see that students have problems/issues, you can tell them that there is a company that can help them for free with some issues

The student union works on creating a primary care unit, goal is to be up and running in December 2022 (It is though more likely it will be fully up and running later, but some service might be ready in Dec. Ask Daniel for more info).

6) SACO

Matching “Högskoleförordningen” and the internal Chalmers systems/documents regarding the maximum number of years you can be employed as a PhD.

7) Chalmers AB board

A new vision has been presented during March (for the next 20 years). Includes some pretty bold steps, the faculty model will be renewed. Faculty should be fully funded by internal sources. Next three years of work in the board will focus on undergraduate education. What role has PhD students in teaching?

Point to next DS-board meeting, discuss the new strategy and what it means to PhD students.

Discussion on teaching quality delivered by PhD students, we do not have any good motivational system for this. Example when supervising master thesis, and you only get 20 departmental hours, then you put in minimum effort if you are not rewarded properly. The same could actually be true for supervising PhDs, so this might be a good issue to discuss in combination. EiB has had an impact on supervisors time

- 8) Forskningsnämnden (FN)
Nothing new to report, next meeting tomorrow (13/4)
- 9) Faculty council
Irene will be stepping down from her tasks.
The faculty council has reach out to Elin for involving the DS (board) more. For example, doing some workshops on special topics.
- 10) Social activities/ PhD student outreach
A board game night has been held, 40-50 attended, was successful. A whatsapp group was created. Suggestion to announce the Whatsapp group in Facebook as well.

Has been a hike, will be another soon as well.
- 11) Chalmers research foundation
Nothing to report
- 12) CHARM
The fair has come and gone, it went well, thanks for showing up
- 13) PhD alumni event
Chalmersska Huset
Invited 10 Alumni (Volvo Group, Ericsson, RISE, Qamcom, BICO, LNF, Paulig Group)
Confirmed Attendance in person: 40 PhD candidates (fullfilled)
Total Registration: 95 PhD candidates
Wednesday 6pm-9pm 13th April
- 14) Media communication
Newsletter is sent out. Masoud will also put this on the website. If not receiving the newsletter, check if you have the right address in LADOK!
- 15) DS IT support and webpage
If anything is wrong, contact Masoud and he will help
- 16) FUM – Student union board
Elin attended last one, nothing to report.
- 17) ESP
This is going to be rolled out. You are allowed to start use it but you are not obliged to use it.
- 18) Institutional council
Some focus on lifelong learning – executive courses etc.
Focus on benchmarking – more external participants than internal
If someone would like to attend the next meeting in Malmö, tell Anna af Hellström, since she cannot attend.
- 19) Local PhD council coordinator

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No meeting since last time. If anybody have any issues which should be brought up, contact Mareddy.
 Since departmental duties seems to be discussed at several departments this might be relevant. Maybe start a work group regarding this for next year?

20) Chalmers ethics committee

N/A

21) PhD survey:

Big decrease in the number of answers: 468 (2020) to 319 (2022). The departments with lowest answering rates (around 20%) were E2, IMS, K, and SEE. This is something we have to improve for next round. Issues with reaching our member, Elin will check with IT if we could solve the issue with the spam-filter.

Analysis not yet started, but *sick leave*, *working hours* and *courses* stick out as issues. We will wait some to do the analysis to see if we can increase the response rate.

22) Nomination committee

Most positions have been filled, prospecting chair/vice-chair identified.

Problem: How should we tackle this issue that some supervisors discourage involvements from their PhD-students into DS. Ask SACO how we can address this as they have a similar situation?

23) Supervisor of the year

See §5.

24) Focus group equality

N/A

25) Climate strategy

N/A

§8. Visit from the DOMB

The new DOMB, Pascale talked and presented some information.

§9. Other matters

N/A

§10. Actions for next meeting

See table below

§11. Closing of the meeting


16:19 close the meeting.

Tasks for the next meeting

Task	Person(s) responsible	Status
Point to next DS-board meeting, discuss the new strategy and	Elin	



what it means to PhDs.		
Check with the IT-department regarding spam-filters and our emails	Elin	
Talk about AJK and the Focus group equality	Ariadna and Paul	
Food for GA	Masoud (with help from Thomas, Paul, Gustav)	

Secretary


Reviewer


Chair
