

MC2 PhD student council

Minutes for October 3, 2017

Present: Josef Hansson (Chair), Maria Ekström, Filip Hjort, Andreas Ask, Stavros Giannakopoulos

Election of meeting officials

Stavros was appointed secretary.

Approval of agenda

Agenda was approved.

Meeting notice in due order

Meeting notice was determined to be sent out in due order.

Updates from other boards and committees

The executive board (Ledningsgruppen, LG)

Ewa was not present but Maria mentioned that there was an executive board meeting and Ewa will inform the council on the proceedings at a later date.

The department advisory board (Institutionsrådet)

Maria informed the council that there is an upcoming advisory board meeting in October.

Chalmers PhD student guild (Doktorandsektionen, DS)

Maria mentioned that there was a first DS meeting after the summer where they produced a task plan to be voted. More funding is going to be assigned on the DS and they discussed what to do with it. Among the discussed issues that the DS will tackle were:

- Distribution of departmental duty among students. Especially cases where Swedish speaking students get a dis-proportionally larger load than their non-Swedish speaking colleagues.
- Some departments force non-Swedish speaking students into teaching Swedish courses and labs.
- The DS will contact all PhD council chairs and schedule a meeting with them.
- The DS has scheduled a meeting with DOMB on the grounds of discussing the survey results

Maria also mentioned that from now on all students must register for the exams which is especially important for PhDs to know.

The union of research student in physics (Foreningen för Forskarstuderande i Fysik, FFF)

Silvia was not present to update on news from FFF.

Statues for the board

- Maria provided with comments on a previous version of the Council statutes since the newest one was not updated in the Council's Box folder. Some of the comments were already taken care of during the previous meeting.
- Josef iterated over Maria's suggestions and the following changes on the statues (version 0.4 of 25/09/2017) were decided after discussions:
 1. A paragraph should be added mentioning that "The chair will be the appointed contact of the council to the other PhD student Councils and the DS.
 2. The document should be checked for consistency, especially with the interchanged use of Doctoral students and PhD students. The discussion was favourable to keeping the latter, albeit less official term.
 3. Voting and consensus paragraphs were discussed and will be reviewed for clarity, if needed.
 4. A new paragraph should be added in §3 mentioning that "The council members are elected by the general assembly" for the sake of completeness, even though it is also mentioned in §4.3.
 5. §4.11 was discussed and deemed it is adequate to provide enough versatility in the voting process.
 6. Attendance list requirement must be added both in the council meetings and in the general assembly sections.
 7. Maria suggested the addition of a paragraph stating "All council members who are not present, are required to read the meeting minutes and inform their respective divisions accordingly".
 8. §4.9 should be rephrased in order to say something along these lines:

"The PhD students that are appointed in the ledningsgruppen and institutionsrådet are automatically members of the council. One of the two PhD students appointed in the DS should also be a member of the council. The council chair, and the other councils and committees of §3.3 should attempt to coordinate so these requirements are met. The FFF is an exception and even though it is beneficial to have a member that is on both FFF and in MC2 PhD student council, it is not mandatory."
- Josef suggested that there should be no meeting to approve the corrections on the statutes. Instead he will provide the council members with the final draft electronically, and if it is approved by the members it will be proposed on the General Assembly.
- The council should have a meeting very shortly after the General Assembly, and preferably one before it if Josef requires so.
- There was a brief discussion on the division of work among the council members. Josef will come up with the mind-maps created during the early stages of the council for inspiration before we elaborate.

General Assembly

Josef expressed the need to have the General Assembly sometime in 2017 preferable before Christmas since all students tend to get very occupied at that time of year. Also, discussions regarding the GA details were as follows

- Someone other than Josef should chair the GA, Maria volunteered if no-one else expresses interest in that responsibility. The GA chair gets no vote, and is also required to be somewhat experienced in this kind of procedures.
- The Assembly should take place sometime during late November until mid December. Maria will be away during the last half of November so the GA should probably take place after that if Maria is to be appointed chair.
- A doodle will be sent to the council meetings in order to find the appropriate date, with the presence of the council members being semi-mandatory. The is expected to be filled within a week.
- The Assembly should be held on Kollektorn, which Josef will book once the appropriate date is set.
- Josef will talk with Magnus to ask for "special occasion" funding in order to provide lunch for the students.
- A preliminary agenda will be made and will be distributed, first on the council members for comments and then to all MC2 PhD students together with the invitation.
- The invitation to the general assembly will need to be sent at least 2 weeks ahead of time. All students will be encouraged to read the agenda and contributed ahead of time (if possible). They will still be able to suggest agenda points during the GA. A second notification for the GA will be sent a day in advance.
- An attendance list will have to be filled during the GA.
- If funding is secured for lunch, the general Assembly will be held during lunchtime and a doodle will be sent to the students in order to estimate portions.
- The GA will preferably last 1 hour but it is expected to go beyond that if students come up with suggestions.
- Maria suggested that people will likely come up with issues to be discussed in the general assembly, and that all members and Josef should be ready to discuss theses issues. Preferable there will be a slot in the agenda for theses discussions after the proper procedure is approved.
- The council should make a short introduction at the beginning of the GA. This should include:
 1. Who we are.
 2. What is the function of the council.
 3. Advertisement on DS.
 4. Advertisement on Feelgood.

Other issues

There were no other issues.

Closing of the meeting

Josef closed the meeting at 12:00.

Next Meeting: Josef will issue doodle on short notice if he requires a meeting before the General Assembly