

MC2 PhD council minutes - 2023/08/31

Time: 12h00 - 13h30

Place: B520

Present: Joey Frey, Nermin Trnjanin, Azega Babu Kalai Arasi, Núria Alcalde Herraiz, Erik Strandberg, Ragnar Ferrand-Drake del Castillo, Vittorio Buccheri, Ariadna Soro Álvarez

Election of meeting officials

- Chair: Ariadna Soro Álvarez
- Secretary: Ariadna Soro Álvarez
- Adopt the minutes: Nermin Trnjanin

2. **Approval of the agenda:** Yes.

3. **Meeting notice in due order:** Yes.

4. Updates from boards and committees

- The executive board (Ledningsgruppen, LG) – Hanna
 - Representative for PhD students in the recruitment of Head of Department. They need a name by 8th September: maybe Nermin. Unclear if Swedish is needed and how much work it will be. Hanna will ask. We can work together on defining a profile we're looking for: let's send a survey to all PhD students asking (Ariadna). We can ask for letters of recommendation from former PhD students and other colleagues from the candidates' divisions. The timeline for the recruitment is as follows:
 - * Building a profile of requirements: ca 2-4 weeks
 - * Search process and announcement: ca 4 weeks
 - * Selection round and interviews: ca 4-8 weeks
 - * Asking for references: ca 1-2 weeks
 - * Decision, negotiations, and agreement: ca 2-4 weeks
 - We have a new HR: Johanna, was at ACE before, and before that at Sahlgrenska. She will work at MC2 at 100% starting in 2 weeks.
 - There is not enough offices for all the incoming new employees. The open spaces on Floor 4 will be rebuilt in the same way as Floor 5.
 - A new scientific center is starting with a VR grant in Integrated Metaphotonics. It means new PhD positions and new PIs in QT (although much smaller than WACQT).
 - The Chips Act is coming along and some people in the field are going to move from CSE to MC2 (increases the problem of lack of offices).

- Per diem of PhD students going on longer trips (e.g., research stays) were discussed, but nothing was concluded. It may be lowered, although it is already the lowest (nonexistent) in some divisions. The argument for lowering it is to make it easier to go on a research stay, since it's cheaper to send a PhD student without a per diem.
- The department's advisory board (Institutionsrådet) – Nermin
 - Replacement for Nermin: maybe Isak Brundin from AQP? He's expressed interest in student representation work. It'd be good to have a replacement by beginning of 2024 so Nermin can take the next person into his last advisory board meeting. Nermin will write a few words on what the job entails.
- Chalmers PhD student Guild (Doktorandsektionen, DS) – Ariadna
 - No updates.
- The association of graduate students in Physics (Föreningen för Forskarstuderande i Fysik, FFF) – Junjie
 - The budget for year 2023-2024 was approved.
 - The physics symposium is planned at the end of November with poster session and dinner.
- Equality group (Jämställdhetsgruppen, Jägr) – Erik
 - Next meeting tomorrow. Will Jägr continue without Micke?
- Dr Genie – Azega
 - Different workshops / training for the representatives of Dr Genie in inclusive leadership, unconscious biases, etc
 - Can someone replace Azega? She's leaving in February for a research stay and the replacement may take the training in her place. Azega will write a few words on what the job entails.

5. Other issues

- Replacements for next council
 - Find replacements for Junjie as TML representative and as FFF treasurer (starting January 2024).
 - GA set for October 26. Ariadna will book a room and send a save-the-date to all PhD students.

- PhD section in the newsletter – Núria
 - It'd be nice to have a PhD news box in the weekly newsletter. Erik will talk to Susannah about it tomorrow.
- Alumni network – Ragnar
 - Homework: invite people to the group
- Facebook group for newcomers – Erik
 - It is online. We are all invited. Erik will fill up description then we all invite the other PhD students we know.
- Teaching duties allocation – Ariadna
 - A version will be sent to Per Rudquist. Let's update it with the new students.
- Sick leave info flyers – Ragnar & Ariadna
 - They have not been made yet. Ragnar & Ariadna will meet to do it by next meeting.
- Microfab course – Núria
 - Avgust has started a PhD part in his course with MyFab personnel explaining different methods/devices. One can take the whole course or just specific sections. Núria will talk to him and send some information if needed.
- Swedish for engineers – Ariadna
 - Talk to Linda Brånell and to the head of the master's program Lärande och Ledarskap (MPLOL).

6. Actions to take by next meeting:

- Hanna: ask executive board about restructuring MC2.
- Ariadna: 1) send survey for recruitment of Head of Department, 2) Book room for GA and send save-the-date. 3) Meet with Ragnar and make flyers. 4) Send teaching duties spreadsheet to Per Rudquist. 5) Talk to Linda Brånell and Tommy Gustafsson (director of MPLOL) about organizing a Swedish for Engineers course.
- Everyone: 1) look for someone who would replace Nermin and Azega in the advisory board and Dr Genie, respectively. 2) Update the teaching spreadsheet with the new PhD students.
- Nermin and Azega: write a few lines about their role.
- Núria: speak to Avgust about course, send email encouraging people to join asap if still possible to follow full course.

- Erik: 1) ask the Equality Group if they will keep it running after Micke is gone.
2) Fill in information of the FB group and notify the rest of the council.
- Ragnar: invite people to the Alumni group.

7. **Next meeting:** 26 September, B520, 12h

8. **Closing of the meeting:** 13:30