

# DS Board Meeting #VT16-6, 2016-05-27

---

**Time:** 14.00-17.00

**Place:** Luftbryggan A810, MC2 Building CTH

## **§1. Opening of meeting**

Oskar opens the meeting

## **§2. Election of meeting officials**

Elected Chairman – Oskar Thulin

Elected Secretary– Ragnar Lárusson

Elected to adopt the minutes – Maria Ekström

## **§3. Approval of agenda**

**The agenda is approved with the addition of**

The visit by Britt-Marie Andersson, director of GTS (Generic Transferable Skills) studies.

## **§4. Meeting notice in due order**

The meeting and its agenda was announced in due order.

## **§5. Minutes from previous meeting**

The minutes from the previous board meeting (2016-04-13) were approved.

## **§6 Visit by Britt-Marie Andersson, director of GTS studies at Chalmers.**

Britt-Marie asked to join in on the meeting to get feedback from DS regarding the GTS courses.

She mentioned that the student survey respond rates for GTS courses were decreasing. The DS board provided some feedback and it was suggested that a point about Britt-Marie being open for continuous feedback should be included in the DS newsletter. A big part of the discussion was about the large dropout in the courses and that PhD students fail to commit to the course when they sign up early. The board decides to include a point about GTS in the next newsletter.

## **§7. Financial and economic update**

Maria reports on a tight budget.

DS members have to let her know about extra activities in advance. It is important to get money from Chalmers for DOMB before 25<sup>th</sup> of June. Oskar is going to push it with management.

## **§8. Nomination committee**

Ragnar reports on the nomination committee status.

Seems that we will have members from all departments for next academic year.

## **§9. Various information from the chair**

### **- Oskar introduced the nomination policy.**

Naghmeh suggested we make it more clear in the policy that any PhD student is free to self nominate at the GA even if the nomination committee has nominated someone from the department in question.

The policy was accepted at the meeting given that we add the Naghmeh's suggestion. The policy is always open for update but an update has to be approved at a DS board meeting.

### **- Upcoming General Assembly**

Oskar is going to announce new survey questions and the right of getting saved vacation days paid at the end of employment.

Naga suggested informing the GA about GTS courses and that Britt-marie is very open for any feedback

Maria and Naghmeh suggest we ask for some feedback from student about the DOMB, good and bad feedback and we want to stress that we have full confidence in the DOMB and to our knowledge the work of the DOMB has been going very well.

### **- How to better help the industrial PhD students.**

Moyra has reported to Oskar on some problematic cases involving PhD industrial student. Problems with for example who pays for teaching hours, the industrial partner or Chalmers. Oskar will stress at a FUN meeting that this should be taken care of before an industrial PhD student begins work.

### **- Team-Building event?**

Oskar suggested an event in August. Perhaps canoeing in Delsjön.

### **- Open Landscape offices.**

Oskar reports about the new open landscape office policy that has been approved by the rector and that there are rumors about displeased employees about this policy.

The board decides that DS should advise that any such change should be based on research. It is also important that the project in the Architecture building is revised extensively before changes at other locations.

**- PhD students negatively affected by telephone change**

Maria informed us that there have been issues at her department (MC2) with PhD students not getting telephones and are told to use their own mobiles for work. DS should take it up with Affe or Mats.

**- Additional discussion (Getting higher attendance to PhD satisfaction seminars):**

In order to get people to attend the PhD satisfaction seminar, held by Virginia and Onur, it worked for Naga at Signals and Systems to go around the office and tell people face to face about the seminar. Naga suspects that the problem is people not reading emails.

**§10. Key topics from the committees**

*AJK* – Onur was not present but Oskar informed that the new PhD student related questions were included in the new employee survey.

*Chalmers AB board* – Oskar

Meeting was held in April. Oskar talked about Chalmers' vision and strategy and how it is advancing and developing in a positive way, in Oskar's view.

*Charm* – Ceena

Nothing to report.

*CKI* – Alberto

Work on hold until Gustavo is back.

*DOMB* – Oskar

Nothing to report. DOMB work is going well.

*DS homepage* – Fatemeh.

Some additional improvements have been made recently.

Fatemeh (not present) is still waiting for some committee description.

*Faculty Council* – Jonas

Nothing to report.

*FUN* – Oskar

Last meeting cancelled. A meeting will be held on 1<sup>st</sup> of June.

Oskar will remind FUN that the employee appraisal interview should not be with your PhD project supervisor if he/she happens also to be your line manager, but with another line manager.

Oskar will stress that a contract detailing financing and time management (teaching etc.) between Chalmers and an industrial partner should be taken care of before an industrial PhD student begins work.

He will also advise FUN representatives that DS prefers if at "Doktorandsamtal" includes a point on the agenda without the supervisor to allow for a discussion that can indicate potential problems at an early state in order to be able to address them before it becomes critical.

*Intr. Day* – Elke

Nothing to report. Going well.

*Investigation of departmental duties* – Naghmeh

On hold. Nothing to report.

*Library council and RePub* – Ragnar.

No Library council meeting has been held. A RePub meeting was held in April.

A little progress in Ragnars view has been made toward an open access publication.

Maria suggests mentioning to the RePub people the option of publishing on the arxiv.org, Cornell's University open access homepage.

*Nomination Committee* – Ragnar (see special point on agenda)

*Newsletter* – Sankar

Next letter content; Supervisor of the year.

Profiles of DS members hopefully, and a point on GTS courses and Britt-Marie contact info regarding feedback.

Oskar suggested that next year we could have an article on a typical DOMB case in the news letter.

*PhD satisfaction* – Virginia

Already covered

*Research foundation* – Matteo/Naga

Nothing to report.

*Research misconduct* – Matteo

Nothing to report.

*SACO and wage negation* – Jonas

Jonas has been invited to a first negotiation meeting in June.

Maria suggested that we bring up again our request on having a salary increase when half of the PhD time is done instead of connecting it to the Lic. Degree.

*SFS-DK* – Maria

Maria was elected to SFS-DK for next academic year at the SFS general assembly in Uppsala.

*Social Activities* – Elke

See about canoeing on Delsjön above. Oskar also suggested looking into ski trips and encouraging departments to have them.

*Supervisor of the year* – Alberto / Ceena / Naga

Price already handed out. The interview with the supervisor went well.

## **§11. Actions from last meeting**

See table at the end of the document.

## **§12. Other issues**

Maria knows about at least 6 persons that have worked for 5 years and left Chalmers without a Lic or a PhD degree.

She thinks that this is an example on how the ISP is not working properly.

Maria will investigate this at Chalmers centrally.

Sankar attended the national DOMB meeting. It was good in his opinion and he learned about how different approaches are practiced in Sweden.

Oskar reported that there is some debate about if the rules about switching supervisors is legal since governmental universities have to have the old formulation (changed in 2013/2014) and there is a doctrine that states that Chalmers, from the time it became privatized, should not have worse conditions for students than governmental universities.

Sankar is wondering if DS is monitoring the effect on PhD student representation the merging of departments is having. This means that DS board members will be fewer since the statutes say we should have one member per department. The board decides to handle this question when it will arise. It will have to be investigated how many board members that are optimum after a potential change. If it is found that the optimum number of members is different from the number of departments and the board thinks it is worth changing, a change of the statutes must take place before deviating from the "one representative per department" rule.

## **§13. Closing of the meeting**

Oskar closes the meeting.



**Chair, Oskar Thulin**



**Secretary, Ragnar Lárusson**



**Adopting minutes, Maria Ekström**

## Tasks from previous meeting.

<b>Task</b>	<b>Responsible</b>	<b>Deadline</b>
Fill in Time records	All	17th of June
Upload budget	Maria	Done
Upload document to local PhD councils	Oskar	Done
Text for committees 2-3 sentences. Report to Fatemeh.	All	Still waiting on some committees
Add PhD pub events in calendar of DS	Elke	Done
Find out if student health care is available for PhD students	Onur	No info

## New Task

<b>Task</b>	<b>Responsible</b>	<b>Deadline</b>
Board evaluation form	All	10 <sup>th</sup> of June
Summary of work	All	June 20 <sup>th</sup>
Best practice documents	All	June 20 <sup>th</sup>