

PhD Branch Board meeting-2

Date/time: 2018-09-05; 16:00-17:30

Location: NA 335 (Naturvetarhuset)

Invited: *Sharmin Ahmed, Nasibeh Mohamadi, Shoaib Azizi, Laxmi Misra, Erik Steinvall, Abel Souza, Lorenza Ferro, Mahmoud Eljammaly and Max Malmer*

Attended: *Sharmin Ahmed, Nasibeh Mohamadi, Shoaib Azizi, Erik Steinvall, Abel Souza, Mahmoud Eljammaly and Max Malmer*

Agenda:

1) Opening/Appoint chair

Sharmin, the chairperson of board opened the meeting at 16:05

2) Appoint secretary

Shoaib was appointed as secretary

3) Appoint adjustor

Abel was appointed as adjustor

4) Approval of the agenda

Agenda was approved by the attendees

5) Last meetings' minutes (from 2018-08-01)

- Based on the objection of a board member, chairperson mentioned that the last meeting's minutes (MM) would be reviewed instead of being approved.
- According to Max there would be explanation by NTK board about the selection of PhD administration position.
- According to Max, the board meetings should be announced in the website to inform and enable every member to attend the meetings if they want. The chairperson (Sharmin) would announce about the meetings' schedules by posting in the website.



6) General planning for the semester

a) Grand meeting (fix the date)

The preliminary date is 19th November during lunch time which will be confirmed by the board members through a doodle which will be sent by Sharmin.

It is mentioned in the by-laws that the grand meeting needs to be held before 20th September but general NTK by-laws only requires one grand meeting per semester without time restriction. It was suggested that the NTK by-laws can be modified to conform the general NTK by-law by removing the deadline. This was objected by Erik stating that by-laws cannot be changed overnight without thorough investigation and asking different parties.

b) Recruiting new Doktorand (e.g., lunch or breakfast events)/ C) Seminars (e.g., invite speakers)

There will be a social event during lunch preliminary in Origo on 28th September or other date in the end of September. The date will be fixed when the invited speaker confirms. This event can introduce NTK to the new PhD students and attract them to become member.

Esten Roos Engstrand who is PhD study coordinator supporting the university board will be invited to the social event in the end of September.

There was a question by a board member who asked if we can offer food to non-members in the social event. According to Max, this can be done if it is for recruitment purpose.

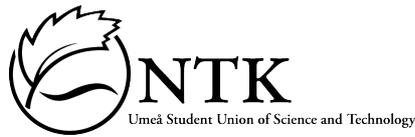
c) Finding representatives for different section (e.g., Emil)

- It was anticipated by one board member that the available positions are too many to be completely filled.
- The representatives can have 10 days prolongation.
- According to Mahmoud, there is a PhD council formed in department of computer science which can be joint to NTK.

7) Organize social event (e.g., BBQ/afterwork)

8) Social media (e.g., Facebook page, google drive)

According to the chairperson (Sharmin), we should more often use social media since the emails sometimes end-up in spam. She informed the members that they will have access to Facebook and Google-drive and they can edit them.



9) Discussion about the Bylaws (rest of the draft)

There was some disagreement about the change of bylaws. Erik disagreed the change of bylaws without thorough investigation and asking the NTK board and discussing it in the grand meeting. Max said changing bylaws should not be so harsh but still agreed that it cannot be changed overnight.

According to the chair (Sharmin), it should be possible to change the points which are obviously not right such as the time restriction for holding grand meeting.

10) Next meeting

There will not be any meeting before the social event in the end of September. The other meeting will be suggested to the members by doodle.

11) Other questions

No other questions were discussed.

12) End of meeting

Meeting was closed at 17:10.