



## **PhD Branch Board meeting-3**

Date/time: 2019-11-07; 15:00-16:15

Location: T-surr (MIThuset, 1<sup>st</sup> floor)

**Invited:** *Sharmin Söderström, Shoaib Azizi, Anjan Rao Puttige, Laxmi Misra, Michele Persiani, Erik Steinvall, Nazanin Fouladgar, Lucas Hedström, Helena Eklöf, Maitreyee Maitreyee and Victor Johansson.*

**Attended:** *Sharmin Söderström, Shoaib Azizi, Anjan Rao Puttige, Erik Steinvall, Nazanin Fouladgar, Lucas Hedström, and Victor Johansson.*

### **Agenda:**

1. Opening
2. Welcome new member/s

Nazanin Fouladgar and Lucas Hedström were welcomed as new members of the board

3. Appoint Chair

Sharmin Söderström was appointed as chair of the meeting

4. Appoint Secretary

Anjan Rao Puttige was appointed as the secretary of the meeting

5. Appoint Adjustor

Shoaib Azizi was appointed as the adjuster of the meeting

6. Approval of the agenda

The agenda was approved unanimously

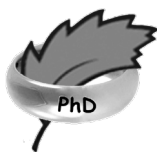
7. Revisit of last meetings' minutes (from 2019-09-12 & 2019-09-27)

The last meeting was about planning for grand meeting.

Minutes of the previous meeting is not submitted yet, It was Sharmin will remind Michele, the secretary of the previous meeting, to submit it.

8. Report from faculty board

The faculty board did not present a report



#### 9. Report from PhD administrator

The PhD administrator (Erik Steinvall) informed the board about the progress of studentkårskrivelsen. 5 points concerning PhD students has been suggested for studentkårskrivelsen. The main concern of the 5 points are

- More representation
- Better work environment
- PhD courses
- Prolongation of PhD
- Supervision

Erik will send the English version of the document to board members to review.

#### 10. Budget

Due to decline in number of members joining the PhD section of NTK the finance of the PhD is not good.

- There has been a decline in membership for a few years now
- The total funds in the PhD section has decreased in the past few years
- Total funds in the account is not negative as reported earlier but it is low (less than 5000SEK), hence corrective action is necessary

The following corrective actions were discussed:

- Increasing membership by reaching out each department separately
- Reduce expenditure by not providing fika instead of lunch at grand meeting
- Make a proposition explaining why PhD section needs more money from NTK, i.e., why the administration fees for PhD section should be lower, and present it to NTK in the end of January

#### 11. NTK event

NTK is organising an event 'Höstbalunsen' on 22<sup>nd</sup> November.

The event is a 'sittning'.

4 members from the PhD section are invited to the event

The board nominated Anjan, Erik, Sharmin and Shoaib to attend the event

#### 12. Planning for the social event

It was decided that Boule and dinner at orangeriet will be the next social event

- a. Date: 26/11 or 3/12 or 10/12, a doodle will be sent by Sharmin to determine the most suitable day
- b. Date for sending Invitation
- c. Others



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13. Membership activities (e.g., FB page...)

14. Next meeting

The next meeting will be between 9/12-13/12. Sharmin will send out a doodle to determine the most suitable date

15. Other questions

Victor informed the board about status of Anjan's access to the NTK's account.

Anjan was supposed to get the access in June but this was delayed due to some technical error (the first and last name in the NTK database was reversed).

16. End of meeting