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Place: <https://kth-se.zoom.us/j/63553634309>

Time: 15:00-17:00, January 16th 2022

### §1. Opening formalities [15:00-15:05]

- a. Meeting opening
- b. Invited: chapter board, auditors, WoP  
[Daniel, Fabio, Beatriz, Sahba and Mohammad.](#)
- c. Choice of meeting chairperson  
[Fabio was chosen as meeting chairperson.](#)
- d. Choice of meeting secretary  
[Daniel was chosen as meeting chairperson.](#)
- e. Choice of meeting minutes checker  
[Beatriz was chosen as minutes checker.](#)
- f. Approval of meeting agenda  
[The agenda is approved.](#)
- g. The latest protocol checking and signing  
[The latest protocol was approved.](#)

### §2. Reports & updates [15:05-15:25]

- a. Board reports  
[Daniel explained that KTH is looking for Honorary Doctoral.](#)
- b. THS Central  
[Nothing to report.](#)
- c. From KTH Central Organizational Bodies
  1. Strategic Council (Sv. Strategiskt råd, SR)  
[Nothing to report.](#)
  2. Faculty Council (Sv. Fakultetsråd, FR)  
[Nothing to report. Saumey Jain will stay as PhD Chapter Board representative.](#)
  3. Education Council (Sv. Utbildningsnämnd, UN)  
[Nothing to report.](#)



4. Third Cycle Education Committee (Sv. Forskarutbildningsutskottet, FU)  
Nothing to report.
5. Employment Council (Sv. Anställningsnämnden, AN)  
Nothing to report. Saumey Jain will stay representing until a new person is appointed.
6. Language Committee (Sv. Språkkommittén)  
Nothing to report. The PhD Chapter will check the possibility of appointing a person who can contribute with this committee.
7. Future Faculty errands  
Nothing to report. Daniel Medeiros will take care of these errands.
8. Scholarship Council (Sv. Stipendierådet)  
Nothing to report.
9. ISP focus group  
Sahba explained that there were two meetings and checked several proposals regarding the change of ISP, both from inside and outside KTH. The approved proposals will be sent to a large ISP group between all the universities.
10. ASP reading group (created by UN)  
Daniel Medeiros reported that from July to December (2022), these were the PhD courses whose ASP/DP were evaluated by the group: Teknisk mekanik, Matematik, Tillämpad matematik, Tillämpad fysik, Hållfasthetslära.

### §3. Decision points [15:30-15:50]

- Per-capsulam decision 2023-01-11: Daniel Medeiros (Chapter Member) requests 6 000 kr for the Chapter to use the DocuSign service to manage documents and signatures. This price is valid for a year. **Approved.**
- Funding Request: Susanna Pozzoli (Vice-President of EECS Council) requests 2 500 kr for the Council Meeting. The money would be used to buy food/drinks. **Approved.**
- Funding Request: Jacqueline Nguyen (Konstfack, in a joint program with KTH) requests 175 000 kr for a research trip to Paris. The money will cover 12 people



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(PhD students and supervisors), along with train transportation from Stockholm to Paris, accommodation, extra activities and a per diem. [Rejected](#).

- Agree on events for the next semester + funding required for these:
  - Clothing swap (Sending the clothes to association + fika) - 1k
  - Team brunch (food) - 300kr
  - Art ateliers (snacks) - 300 kr
  - Arcade (amount tbc) - 30k
  - Pottery (amount tbc) - 10k
  - Bowling - 30k
  - Squash/padel - 10k
  - Team cottage weekend

The Board endorses these events but needs more details and will re-discuss them at the next board meeting.

#### §4. Discussion points [15:50-16:21]

- Funding guidelines for events. The board discussed the guidelines currently available on the website and generally agrees with that. There will be further discussion on how to optimize processes regarding funding.
- Access to council emails and Future Faculty. Mohammad is to give access to the councils and to Daniel on Future Faculty.
- Wrong Nordea Contact Information. Both the President and Treasurer will go to Nordea and change the contact information.
- Flow of documents. Daniel explained how DocuSign works and the Chapter will look into signing the agreement of DocuSign and start using the services for the board.
- Time compensation. The board is starting the preparations on time compensations, and is currently waiting for data from the Councils.
- Meeting with the new KTH Rector. The President explained that he was asked by Sofia Ritzén to send some priority points of the Chapter to the new Rector, which he did, and will share those points on Slack. There will be a meeting later on what the Rector should push forward.



**§5. Meeting closure [16:21]**

The meeting was adjourned at 16:21.