

**Meeting Minutes – Meeting of the Doctoral Board, 14<sup>th</sup> June 2022 15:15 – Hybrid meeting  
Tuvstarren in Segerstedt and Zoom**

**Attendees**

Oliver Degerstedt, *Chair* \*

Topias Tolonen, *Chair-elect*

Irene Muli, *Vice-chair*\*

Elena Prats, *Vice-chair and HDR representative*\*

Ayesha Mae Bilal, *Secretary*\*

James Fleming, *PhD student ombud*

Fabiola Stein, *UDR representative*\*

Markus de Ruijter, *MDR representative*\*

Anna Khanakueva, *SDR representative*\*

Matthew Rosenberg, *FDR representative*\*

Philipp Rönchen, *HDR representative*\*

Jana Rieger, *TNDR representative*\*

Erik Bowall, *TNDR representative*\*

Jila Shamslatifi, *TNDR representative elect*

Lennart Spode, *TNDR representative elect*

Emma Sundström, *TDR representative*\*

Erik Grahn, *JDR representative*\*

Meryem Saadi, *Equal Opportunities Advisory Board representative*

Jacob Färnert, *Chair of Uppsala Student Union and UUFS representative*

Anton Sánchez Sulejmani, *Chair elect of Uppsala Student Union*

*\*These meeting participants had voting rights during the §7 DN elections*

**§1 The meeting was declared open by the chair**

**§2 Markus de Ruijter was elected as the adjuster for the meeting minutes**

**§3 The board approved the agenda**

**§4 The board approved the call procedure**

**§5 The board approved the previous meeting minutes**

**§6 Brief updates from DN presidium & representatives (information)**

MDR: nothing to report.

TNDR: recently organized PhD gasque and PhD days event.

UDR: council keeping track of PhD covid prolongation. Faculty changed rules regarding prolongation, requiring students to apply by November 15<sup>th</sup> 2022, without consultation with UDR. UDR has contested this decision.

UUFS: Eurodoc would like to hold a conference in Uppsala in spring 2023, and Jacob will help to organize it via his new role as vice-chair of SFS. Will ask DN and some of the student unions to join in organization if possible.

Phillip HDR: continued work on ongoing issue of funds reduced for faculty of languages.

Meryem Saadi: discussed national report regarding harassments in academia during last meeting. Equal Opportunities Board (EOB) has grant money they give twice a year for organizing events, among other things, regarding equal opportunities. The board suggested DN to apply if DN would want to organize an event related to harassment or other equal opportunity issues. Applications should be open this September.

FDR: faculty guidelines for supervisors were updated to clearly specify the time expected from supervisors to spend on supervisor duties and what those duties entail.

Ayesha-Mae: nothing to report.

Irene Muli: currently planning first meeting for working group for (sexual) harassment. Interested applying for funding from EOB.

TDR: nothing to report.

JDR: nothing to report.

SDR: nothing to report.

Ombudsperson James Fleming: recruitments for ombudsperson ongoing.

## **§7 Updated PhD Handbook – final look through and approval:**

Sections to review based on feedback:

- Career development: add information about UU innovation.
- Regarding director of studies involvement in career development section: in some fields, director of studies has no involvement in career development. Recommended to remove mention of director of studies.
- Organization of the handbook: consider moving career development and teaching later in the handbook.
- Positions of trust: section has been added to document this information as it is otherwise undocumented except for in an email. DN recommended to have it as a separate guide on the website and link to it in the handbook.
- Study breaks: board recommends linking to information on medarbetarportalen or ask the international office about this. Study breaks, study leave, and leave of absence are refer to different things, and it is important first to clarify.
- Parental leave: Should rewrite to clarify that we refer to prolongation of additional months beyond the standard leave period (e.g. “start-up time”).

Recommendations from the board:

- Add a section on Academic English courses and the funding available for students to be aware of.
- Remove ‘Life in Sweden’ title to avoid suggesting section is only for international students.

Board approves of the handbook pending above-mentioned revisions.

### **§8 DN website – handover, responsibilities and security**

Handover and responsibilities: The new DN board can decide who will take on the responsibilities for the website, whether it would be the chair and vice-chairs, a communications officer, or representatives from each faculty council. Evgenii will continue the technical maintenance of the website, but will need someone new to take over the content management. Each faculty council is recommended to have one person to update things and keep their password safe.

Security: FDR section of the website was hacked last week. Recommendations going forward are to change the simple passwords given to each faculty council to a more complicated password. Alternatively, Evgenii may provide each faculty council stronger passwords and someone will need to safeguard them for each council. Furthermore, Evgenii will look into adding two-factor authentication.

General update: Website is growing with over 1000 monthly visits. Hosting account will be connected to [dn@uufs.se](mailto:dn@uufs.se).

### **§9 DN filler elections for the term of office 1<sup>st</sup> July 2022 – 30<sup>th</sup> June 2023 (16:00-16:50)**

The electoral roll was determined (see list of attendees above). Attendees were asked to review application statements from candidates beforehand. 7 positions were open for application, 2 positions were interviewed for, and 12 candidates submitted an application statement. Voting for contested positions was done by anonymous Zoom polling.

*Ayesha-Mae Bilal* was re-elected as Secretary.

*Oreste Affatato* was elected as Event Manager.

*Cecilia Lindskog Whiteley* was elected as University Board representative.

*Caroline Lindroth* was elected as representative for the Library Board.

*Carla Sacchi* was elected as representative for the Joint Committee on Work Environment Issues.

*Jakob Beise* was elected as representative for the Board for Investigation of Misconduct in Research.

*Xin Mao* was elected as representative for the Steering committee for the language workshop as well as the assessment panel for educational development projects (PUMA)

### **§10 First meeting next term – set a date and time?**

Preliminary date set for August 30<sup>th</sup>, 2022, 15.15-17.00.

### **§13 Closing of the meeting**



Oliver Degerstedt, Chair



Ayesha Mae Bilal, Secretary



Markus de Ruijter, Attestant