



ANNUAL REPORT

2016/2017

PhD Representations at LTU and time compensation

HT2016		PhD Representatives	Assignment	Time compensated	
Board of PhD Students ("styrelsen")	Chairman	Elisabeth Häggquist	US + FFN	14%	
		Sofia Nordquist	TFN	maternity leave	
	Board of PhD's from Department Steering Committes ("ledningen")	Johan Öman	TFN	10%	
		Carl Nolander	SACO	10%	
		Roger Hamberg	FoG	5%	
		Martin Karlsson	ETS + FoG Sub		
		Sergio Martin del Campo	FFN	12%	
		Barraza	SRT	5%	
		Erik Nilsson	TVM	5%	
		Johan Kruse	HLV	3%	
		Anna Sigvardsson	KKL	7%	
		<i>Vacant</i>	SBN	5%	
		Additional assignment in PhD Student	Emma Palola Kirby	HPC	5%
		David Myhr	KU	5%	
Ulrica Strömbäck	ANS1	10%			
Maria Johansson	ANS2	10%			
Marcus Tynnhammar	Sub ANS1	.			
Alexandra Olofsson	Sub ANS2	.			
VT2017		PhD Representatives	Assignment	Time compensated	
Board of PhD Students ("styrelsen")	Chairman	Elisabeth Häggquist	US + FFN	14%	
		Johan Öman	TFN	10%	
		Carl Nolander	SACO	10%	
	Board of PhD's from Department Steering Committes ("ledningen")	Sofia Nordquist	FoG Sub TFN	5%	
			ETS + FoG Sub		
		Martin Karlsson	FFN	12%	
		Sergio Martin del Campo			
		Barraza	SRT	5%	
		Maria Rodiochkina	TVM	5%	
		Jasmina Toromanovic	SBN	5%	
		Johan Kruse	HLV	3%	
		Anna Sigvardsson	KKL	7%	
		Additional assignment in PhD Student	Eva Fjällström	HPC	5%
		David Myhr	KU	5%	
Ulrica Strömbäck	ANS1	10%			
Maria Johansson	ANS2	10%			
Marcus Tynnhammar	Sub ANS1	.			
Alexandra Olofsson	Sub ANS2	.			

More information on the positions connected to the PhD Students are available at:

<http://www.ltu.se/research/Utbildning-pa-forskarniva/Doktorandsektionen/Fortroendevalda/Fortroendevalda-utses?!=en>

The PhD Students is a section in Teknologkåren that represent the graduate students' interest and participate in the development of education at the graduate level at Luleå University of Technology (LTU). Members of the association are those who paid the membership fee to Teknologkåren, currently held at 100 kr. We currently have 162 members!

1. The board of PhD Students ("styrelsen")

PhD Students board is responsible for daily operations of the section and is represented in several collegial groups at the university. The Board for PhD Students has during the year 2016/17 held 8 board meetings, a winter meeting, a spring meeting and the annual meeting. In addition the board has facilitated some member activities such as lunches and afterworks. The PhDStudents board during this year (20160701-20170630):

Chairman

Elisabeth Häggquist

Board members

Anna Sigvardsson	Carl Nolander
Erik Nilsson (2016)	Maria Rodiouchkina (2017)
Jasmina Toromanovic (2017)	Johan Kruse
Johan Öhman	Martin Karlsson
Sergio Martin del Campo Barraza	Sofia Nordquist

The board for the PhD student association has (among other things) worked with the following activities during the year:

- Represented LTU at work fares such as LuleåARBetsmarknadsVecka (LARV) and LuleåSciencePark@work together with Sofi Waltare from the HR unit. We also encouraged LTU at Luleå Pride.
- Participated in MarchforScience.
- Supervision Award 2016 went to Dick Sandberg for commendable mentoring efforts in the graduate program.
- Encouraged LTU to update the mail list to all PhD Students at LTU.

PhD Students LTU activities

Semester	Activity	Date
HT16	Orienteering	2016-08-31
	PhD Movie 1 and section meeting	2016-09-29
	PhD Career Day	2016-10-18
	Introductory Course New PhDs	2016-11-22
	Workshop: the Power of Appreciation	2016-11-24
VT17	Winter meeting and dinner at Unik	2016-12-02
	Workshop: Communication between supervisors & PhD students	2017-03-20
	Spring meeting, Bowling & "After Work"	2017-04-07
	Annual meeting and dinner	2017-05-04

2. The board of PhD Students from Department Steering Committies ("ledningen")

In order to have more strategical coordination between the PhD representatives in the department steering committees we arranged a couple of meetings with the six representatives. By coordinating around key issues we have a higher probability of raising awareness of PhD issues at LTU.

Members

Anna Sigvardsson
 Erik Nilsson (2016)
 Jasmina Toromanovic (2017)
 Johan Kruse
 Maria Rodiouchkina (2017)
 Martin Karlsson
 Sergio Martin del Camp Barraza

The board for the PhD student from Department Steering Committies has (among other things) worked with the following activities during the year:

Semester	Activity	Date	Organized by
HT16	Lunch SBN	2016-10-31	Elisabeth
	Lunch SRT	2016-11-10	Sergio
	Lunch Campus Kiruna	2016-11-17	Sergio
	Bowling Campus Skellefteå	2016-11-23	Emilia
	Lunch Campus Piteå	2016-11-??	David
	Lunch KKL Luleå	2016-11-02, 2016-11-30, 2016-12-14	Anna
	Lunch HLV	2016-12-??	Johan K
	After School ETS	2016-11-11	Martin
	Basket ETS BC Luleå – Borås	2016-10-24	Martin
	VT17	Ice Skating SBN & TVM	2017-02-11
Lunch HLV		2017-02-??	Johan K
Måttsund SBN & TVM		2017-03-01	Maria & Jasmina
Lunch Campus Piteå		2017-03-14	David
Lunch KKL, Luleå		2017-02-21, 2017-03-15, 2017-04-05, 2017-04-19	Anna
Lunch SRT		Forthcoming	Sergio
Lunch Campus Kiruna		Forthcoming	Sergio
Kayaking SBN & TVM		Forthcoming	Maria & Jasmina
In planning ETS		Forthcoming	Martin

3. Annual report from the PhD representatives

3.1 Chairman (Elisabeth Häggquist)

As chairman, Elisabeth have focused focus on the transition of PhD Students to a financially independent student union, increased transparency to members through budgeting the operation of the section. She has also lobbied for more PhD activities at LTU and together with the PhD Student board introduced funding for activities at the department level. During this time she has contributed through:

- The PhD introductory Course. The chairman welcomed new graduate students and discussed how they can get involved plus the benefit of being represented by a doctoral student section at LTU.
- The annual Academic Ceremony. Presented the award for Supervisor of the year.
- Contributed to MarchforScience Luleå
- Advocated for equal opportunities among PhD students (focusing on scholarship issues). This included meeting with the internal auditor.
- Student union lunches (monthly) together with the chairman of the Teknologkåren and the chairman of Luleå Studentkår. Present at those lunches are the vice-chancellor, the two deputy vice-chancellors and the university director. These lunch meetings aim to give the student representatives an opportunity to raise issues discussed in the doctoral student section and/or student unions
- Represented the PhD Students in the university board and attended 6 day meetings.

The Chairman reported to the University board on

The Phd Career Event,

Nominations to UKÄ Phd representatives for evaluation of education on graduate levels

The PhD Students arranging workshops concerning the health of the PhD Students

The PhD Students participation in the LTU Career Day (LARV)

Our Annual Meeting and the election for a new PhD Student Association Chair.

Summary of Important Points from University Board Meetings (2016/2017)

- Strategic questions for LTU were discussed, including the politics of higher education and lobbying, immigration and refugee questions, life-long learning, big data, strong research areas and digitalization.
- The national audit of universities
- LTU operational planning
- LTU risk analysis
- Annual report LTU 2016
- Internal auditing annual report LTU 2016
- Internal auditing plan 2017

3.2 Faculty Board of Science and Technical (TFN) and Faculty Board Humanities and Social Sciences (FFN)

The Faculty board has overall responsibility for postgraduate education regarding quality, efficiency, organization, study plans and supervision, as well as for the coordination of courses and education of PhD supervisors. In addition, the Faculty Boards have a general oversight responsibility for postgraduate education. The main tasks of the Faculty Boards are strategic planning, follow-up, and evaluation. The amount of issues concerning graduate students varies between each meeting of the faculty boards. An important question for has for been reviewing all research subjects and discussing the upcoming

During the fall of 2016 Sofia Nordquist has been on maternity leave from the PhD representative, and instead the substitute representative Johan Öhman have been participating in meetings. During the year Elisabeth Häggquist has been the PhD representative in FFN. Martin Karlsson has been the substitute representative in FFN. The PhD representative in the faculty boards also participated in the research strategy committee during the period, which prepares issued prior to reaching the faculty board. During this year our representatives have been attending:

2 joint meetings (FFN + TFN)
9 FFN meetings
9 TFN meetings
10 FFN Research Strategy meeting (FFN-FSU)
9 TFN Research Strategy meeting (TFN-FSU)

Summary of some important Points considered in both faculty boards:

- Annual report LTU 2016 (Dnr: LTU-5-2016)
- Educational range and programs LTU for 2017/18 (Dnr: 11-16)
- Change of faculty affiliation (Dnr: 627-2015)
- Evaluation of SFIO (Dnr: LTU-1722-2016)
- LTU quality management
- Operational planning LTU for 2017-2018 (Dnr: 5-16)
- Evaluation of graduate level environment (UKÄ evaluation)
- Implementing of HR Strategy for Researchers
- Agreement for double degree at the graduate level

3.3 Steering Committe Postgraduate Group (FoG)

The Postgraduate Group (FoG) has two PhD representatives. FoG works with issues relating to third cycle studies. FoG acts as a steering committee for supervisors and doctoral educations and works for example with quality assurance aspects. The work in FoG originates from the guidelines in Operations Assignments 17-18. Three targets are emphasized:

- Career planning for doctoral students
- Increased quality in the Third-cycle studies
- Quality development of the Individual study guide

During autumn 2016/spring 2017 FoG focus has been on a new individual digitalized study guide for doctoral students, the evaluation from the Swedish Higher Education Authority and planning for Postgraduate courses 2017-2018. The PhD representatives in FoG is currently the substitute representatives in the Faculty boards. This is a strategical decision since to the substitute in the faculty board does not receiving any compensation yet is expected to participate. During this year our representatives have been attending 9 meetings.

3.4 Steering Committe Artistian (KU)

The Artistian Steering Committee work with issues concerning artistic education at LTU and reports on issues to Faculty Board Humanities and Social Sciences (FFN). This position exist since 2016 and currently held by David Myhr.

3.5 Steering Committes at the Departments

As the PhD student representative at the department executive committee you get the chance to observe and influence issues concerning PhD students in your department. The main duty entails attending meetings with the executive committee once or twice a month. They are also arranging PhD activities on the department level.

3.5.1 ETS (Martin Karlsson)

The doctoral student representative at the institution for Business Administration, Technology and Social Science (ETS) is Martin Karlsson. ETS has 90 doctoral students (53 employed by LTU and 37 with external financing), with 22 (11/13) in Human Work Science, 31 (8/20) in Business Administration and Industrial Engineering, 14 (15/1) in Innovation and Design, and 22 (19/3) in Social Science. The management team at ETS has had approx. 20 meetings during this business year. Important issues during this period have been developing and working with Operational guidelines for ETS 17-18. Of special interest for doctoral students are actions to further develop the quality work in third-cycle studies, stimulate transtopic third-cycle courses and encourage new doctoral students to attend the course "Scientific publishing" early in the education.

Martin Karlsson and Sara Thorgren organized 2016-09-20 a workshop to brainstorm ideas and suggestions for the upcoming digital individual study plan (ISP) open for all staff at ETS. This was later presented at FoG.

3.5.2 HLV (Johan Kruse)

HLV has 19 PhD students, 6 in Nursing, 3 in Occupational therapy, 4 in Physiotherapy and 6 in Health Science. During 2016-2017 Johan Kruse has been the PhD student representative in the board of the Department of Health Sciences. During meetings we have discussed potential courses in the department of health sciences. We gathered for a lunch in December and one in February to discuss recent topics.

The monthly PhD student lunches has been irregular but we plan to gather for one more lunch this semester. Some issues discussed during the lunches have been raised to the management board and vice versa. Some cases have led to rapid change, for instance, the numbers of participation of senior researchers in our various seminars has continuously improved.

3.5.3 KKL (Anna Sigvardsson)

KKL has 13 active PhD students (by 2017-04-05): 3 in Swedish and Education, 3 in English and Education, 1 in Education, 5 in Musical Education, 1 in Musical Education and 1 in Audio Technology. Of the 13 PhD's are twelve employed by LTU and one is without funding. Two PhD's are partially financed by LTU.

The supervision hours for PhD students are the same as last year: 7.5% (128 h/per person and year). Hours for attending departmental meetings and dates will not be included in the research time for PhD students at KKL. If the head of department requires that an individual student attend these meetings, the student will receive 40 hours per semester and these hours will be part of their departmental duties.

During 2016-2017 Anna Sigvardsson has attended meetings with the department executive committee (held approx. twice a month): 17/8, 1/9, 15/9, 29/9, 27/10, 10/11, 8/12, 9/2, 23/2, 23/3 (planned meetings 4/5, 18/5, 1/6). The following topics have been discussed in the meetings 2016- 2017: how to support PhD-students at KKL and develop a community, development of the KKL-seminars, use of co-worker meetings with all PhD's ("medarbetarsamtal"), and use of mentors for PhD's. AS has attended meetings with the doctoral student section on 9/6, 30/8, 8/9, 7/9 (Skype meeting with chair EH), 15/11, 21/11, 2/12, 24/1, 8/2, 4/4 (and planned 30/5). A meeting with the responsible for doctoral education at KKL ("ULF"), was held (29/8) to discuss possible development of the KKL-seminars for PhD students. Suggestions were made to address some generic topics, in addition to the discussion of students' articles in-progress, which has been the main content of these seminars.

3.5.4 SBN (Jasmina Toromanovic)

During the autumn this position was vacant. From 2017 Jasmina Toromanovic has been the PhD representative in the board of the Department of Civil, Environmental and Natural Resources Engineering (CENE) and the CENE Research Education Group. CENE has 169 (February 2017) PhD students across eight divisions. The divisions are:

- Architecture and Water
- Structural and Fire Engineering
- Operation, Maintenance and Acoustics
- Mining and Geotechnical Engineering
- Geosciences and Environmental Engineering
- Industrialized and sustainable construction
- Chemical Engineering
- Minerals and Metallurgical Engineering

The following topics, concerning PhD students, have been discussed in meetings during the year:

- How to promote the research education, hopefully leading to increased amount of PhD students.
- The suggestion of having mentors for each PhD students, at the university and/or in the industry.
- The CENE introductory one-year course for PhD students.

3.5.5 SRT (Sergio Martin del Campo Barraza)

The doctoral representative at the department of Computer Science, Electrical and Space Engineering is Sergio Martin del Campo Barraza. SRT has 57 PhD students across four divisions. The divisions are Computer Science (23 students), EISLAB (10 students), Space Engineering (14 students) and Signals and Systems (10 students). The Computer Science division is split between Luleå and Skellefteå campuses and the Space Engineering division between Kiruna and Luleå campuses. The source of funding of the students is by employment at LTU (46 students), by industry (8 students) or their own stipendium (3 students).

The SRT steering group has a meeting every third week. In addition, the steering group, together with all the chaired professors of the department, has 4 joint strategy meetings per year (16-09-29, 16-12-08, 17-02-28, 17-05-16). Changes in the steering group includes the replacement of the third cycle studies coordinator, changing from Wolfgang Birk (ended 16-12-31) to Kåre Synnes (started 17-01-01). Furthermore, the Space division, which was entirely located in Kiruna campus is now split between Luleå and Kiruna campuses (started 2017-03-01) with staff and PhD students on both sites.

The launch of a new PhD SRT internal webpage with information for new students was delayed to 2017 due to changes in the team who comprise this activity. During autumn 2016, there was a social lunch with PhD students in the Luleå and Kiruna campuses. The goal is the exchange of concerns among PhD students and socialization. This activity is repeated in Spring of 2017.

3.5.6 TVM (Erik Nilsson / Maria Rodiouchkina)

From 2017 Maria has been the Ph.D. representative in the board of the Department of Engineering Sciences and Mathematics (TVM). TVM has 151 PhD students across eight divisions (December 31st 2016). The divisions are Mathematical Sciences (6 students), Energy Science (41 students), Wood Science and Engineering (10 students), Product and Production Development (18 students), Machine Elements (19 students), Fluid and Experimental Mechanics (15 students), Materials and Solid Mechanics (15 students) and Materials Science (27 students).

The steering committee of TVM has had few interesting PhD student subjects during the period of 2016/2017. The group has changed their meeting frequency from every third week to one time each month (every fourth week) and has its normal starting time at 13:00 on Mondays. The following topics have been discussed in meetings during the year:

The division of Machine Elements is working on developing a handbook for new Ph.D. students, with information and guidelines that can be useful in the beginning of the process as well as suggestions for useful courses and other useful information. This has been discussed during the meeting and suggestion was that other divisions also should have such handbooks. In addition, the Ph.D. representative brought up the question regarding having a mentor at the division for each Ph.D. student and the conclusion was that Hans Åke Häggblad would make sure that the ISP for all new admitted Ph.D. students should contain a mentor. It was also decided that we should work with guidelines for these mentors so that it can be clear what mentorship involves.

3.6 University Pedagogy Centre ("HPC")

PhD Students are currently represented by Eva Fjällström. HPC (University Pedagogy Centre) has the mandate to pursue educational development at the university. Part of their role is to support teachers, managers and other staff to strengthen the quality of student learning. The PhD student elected for this position attends HPC's board meetings which take place every six weeks (approx. two hours). The representative attends to issues regarding PhD students' competence and development related to university pedagogy.

3.7 Employment Boards

At LTU, there are two employment committees which meets approximately every two weeks. The employment committee has a chairman, vice chairman, two teacher representatives, one PhD-student representative and one student representative. The matters discussed is recruitment of teacher positions and promotion for higher competence of existing employees.

3.8 SACO-S Representative

The PhD representative in the SACO-s board during the year 2016-2017 has been Carl Nolander. The board is meeting every week on Tuesday mornings to discuss employee issues, university policy and other areas. Through SACO the PhD students at LTU has influence over areas such as the working environment for PhD students and issues that regard supervisors and the supervising process. During the past year, the PhD representative has acted as support in a number of member cases, and ensured that PhD interests have been represented in major negotiations and collaboration at the university. One specific issue of important is the yearly wage negotiation, where the SACO-S board has attempted to push for continued high PhD wages at the university. Because of trying times for the university's finances, the negotiations resulted in nominal increases of 1.2-1.4% for PhD students. This can be compared to 2.1% for university employees on average. The latest revision of the PhD wage steps are as follows:

Starting wage: 28900 kr

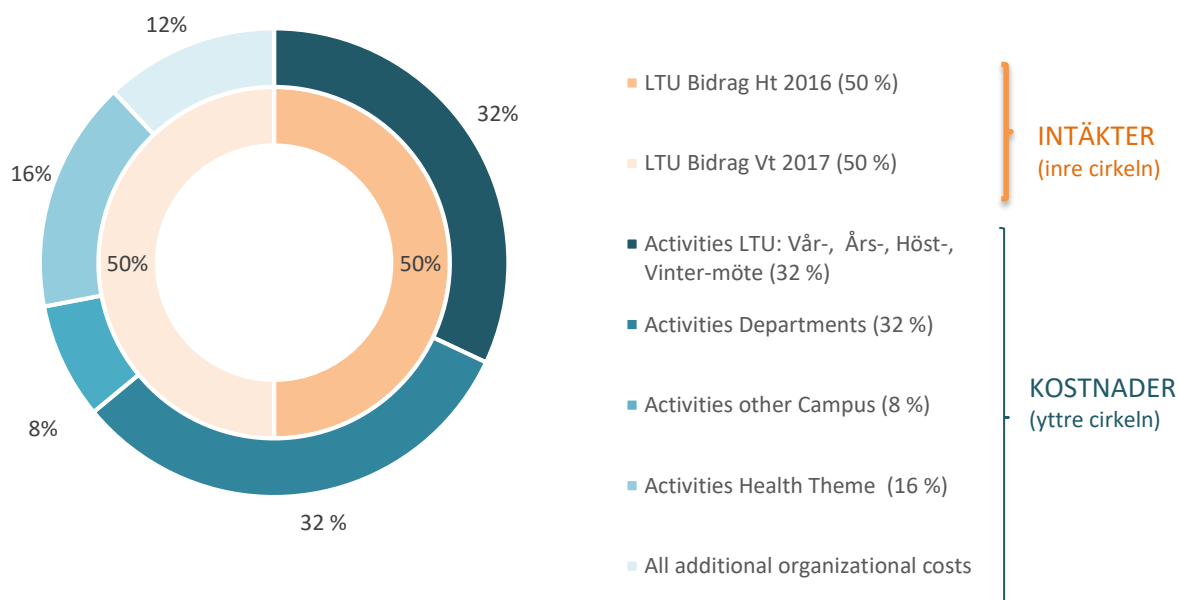
75 hp 29500 kr

150 hp/ lic 33700 kr

4. Results HT2016-VT2017

Current estimations of the results of the PhD Students activities during the past year. Note: All members fees are currently going to Teknologkåren for our part of the costs of Kansliet, these have therefore not been included in the results below.

BUDGET:



INCOMES HT16/17Q1

		Budget	Resultat
	Bidrag HT (LTU)	+35.000	+35.000
	Försäljning HT16/VT17Q1		+1.700
	Bidrag VT (LTU)	+35.000	+35.000
Q2	Deltagaravgift (Bowling)Vårmöte		+1.200
	INCOME	+70.000	+72.900

COSTS HT16

LTU-level	Tema HT		-6000	-2558
	Vintermöte		-8500	-10364
	Löpande verksamhet		-5500	-4000
DEP-level	Verksamhet vid institutionerna (6x2000)	ETS	-2000	-1620
		HLV	-2000	-1165
		KKL	-2000	-596
		SBN	-2000	-680
		SRT	-2000	-1615
		TVM	-2000	0
CAMPUS	Verksamhet vid övriga Campusorter (3x1000)	KIRUNA	-1000	-946
		PITEÅ	-1000	-905
		SKELLEFTEÅ	-1000	-820
	COSTS		-26000	-25269

COSTS VT17Q1

note: all activities and costs after first quarter (17Q1) i.e. march not available yet from Teknologkåren

		Budget	Resultat q1	Expected results after q2
LTU-level	Tema VT	-6000	-100	-100
	Vårmöte	-6000	0	-7200
	Årsmöte	-6000	0	-5000
	Löpande verksamhet	-4000	-1765.85	-4000
DEP-level	Verksamhet vid institutionerna (6x2000)	ETS -2000 HLV -2000 KKL -2000 SBN -2000 SRT -2000 TVM -2000	0 0 0 -800 0 -800	-2000 -2000 -2000 -2000 -2000 -2000
CAMPUS	Verksamhet vid övriga Campusorter (3x1000)	KIRUNA -1000 PITEÅ -1000 SKELLEFTEÅ -1000	0 -945 0	-1000 -945 -1000
COSTS		-37000	-25269	-31245