

## Annual meeting protocol for the PhD Students Association

Place: Zoom (<https://ltu-se.zoom.us/j/63533806186>)

Date: 2021-04-21

Time: Start 16:30

### §1) Opening of the meeting

*The chairperson, Daniel Fjellborg, opens the annual meeting for the PhD Student Association.*

### §2) Formalities

#### a) Election of Chairperson

*Daniel Fjellborg proposes himself as the chairperson for the meeting. The meeting elects Daniel Fjellborg as the chairperson for the annual meeting.*

#### b) Election of Secretary

*Daniel Fjellborg proposes Kristoffer Sundström as the secretary for the meeting. The meeting elects Kristoffer Sundström as the secretary for the annual meeting.*

#### c) Election of two Adjusters/Vote counters

*Daniel Fjellborg proposes Justine Decrozant-Triquenau as one of the adjusters/vote counters, Björn Emmoth proposes himself as well. The meeting elects Justine Decrozant-Triquenau and Björn Emmoth as the adjusters and vote counters for the annual meeting.*

#### d) Formally advertised

*Invitation to the meeting was first sent via email 2021-04-06, reminder and meeting documents was sent 2021-04-13. Meeting was also advertised on the Associations webpage from 2021-04-07.*

*The meeting finds that the meeting was formally advertised as by the by-laws.*

#### e) Changes to the agenda

*No changes to the agenda were proposed during the meeting.*

#### f) Approval of agenda

*The meeting approves the agenda.*

### §3) Information from PhD Student Association

*Daniel informs the meeting that LTU's project group will connect to the Zoom room after the annual meeting to give a short presentation of the current status of the Delta Block project.*

*Daniel also informs the meeting regarding the strategic project to increase the PhD Student Associations visibility and strengthen the marketing of the Association. The project will be ongoing during Q2 2021 as well as during the academic year 2021/2022.*

*Daniel informs the meeting that the Association currently have extremely low membership numbers. The association currently have 61 members and Daniel urges PhD Students to become members.*

#### **§4) Changes to the by-laws**

*Daniel informs the attendees of the meeting of the proposed changes to the by-laws and why this is being done. The proposed changes to the by-laws can be found in the appendices. The meeting approves the proposed changes to the by-laws.*

#### **§5) Annual report and budget**

*The chairperson of the Association, Daniel Fjellborg, presents the Annual report for 20/21 and the budget for 21/22 for the PhD Student Association. Part of the presentation covers short information about the PhD Student Association. Daniel also presents the PhD Student Associations activities, issues that has been raised with LTU during 20/21 and the prioritizations for 21/22. (more specific information on the short presentation, activities and raised issues can be found in the annual report for 20/21). Daniel present the Associations budget for 21/22. It looks the same as last year, except for a strategic investment in marketing aimed at PhD students.*

*Viktor Sandell lifts the issue of the non-existent contact between the Association and the new PhD Students at the early stages of the PhD Students employment at the University. The PhD Student Association should work on reaching out to new PhD Students and work towards putting this in a system that ensures that the Association manages to capture new PhD Students as early as possible. Carl-Alexander suggests that the Association should have a position in the board were the elected person is responsible for the social interaction between the PhD Students and the Association.*

*The meeting approves the annual report for 20/21 and the budget for 21/22. Both the Annual report for 20/21 and the Budget for 21/22 can be found in the folder in the PhD Student Association's Box.*

#### **§6) Elections**

*The chairperson of the Election Committee, Wiebke Riem, presents the Election Committee's proposals for each of the positions and which positions that has not yet been filled and are vacant (SRT representative, SACO representative, KF representative, Contact person Campus Piteå and Contact person Campus Skellefteå). The meeting elects the proposed individuals as representatives for the PhD Student Association. The vacant positions are not filled and will remain vacant until anyone shows interest in these*

positions.

- a. **Chairperson of the PhD Student Association/Representative in US:**  
*Proposal: Daniel Fjellborg. Elected.*
- b. **Secretary of the Board of the PhD Student Association:**  
*Proposal: Carolina Aguiar Penha. Elected.*
- c. **Representative in TFN:**  
*Proposal: Karl Ekström. Elected.*
- d. **Deputy representative in TFN:**  
*Proposal: Jacob Nilsson. Elected.*
- e. **Representative in FFN:**  
*Proposal: Denise Bergström. Elected.*
- f. **Deputy representative in FFN:**  
*Proposal: Carl-Alexander Allwood. Elected.*
- g. **Representative in FoG (T):**  
*Proposal: Jacob Nilsson. Elected.*
- h. **Representative in FoG (F):**  
*Proposal: Carl-Alexander Allwood. Elected.*
- i. **Representative in ETKS:**  
*Proposal: Kristoffer Sundström. Elected.*
- j. **Representative in HLT:**  
*Proposal: Björn Emmoth. Elected.*
- k. **Representative in SBN:**  
*Proposal: Karina Tommik and Ida Kronsell. Elected.*
- l. **Representative in SRT:**  
*Proposal: Vacant.*
- m. **Representative in TVM:**  
*Proposal: Justine Decrozant-Triquenau. Elected.*
- n. **Representative in SACO:**  
*Proposal: Vacant.*
- o. **Two representatives in the Student Union Council:**  
*Proposal: Vacant.*
- p. **Representative in Artistic Committee of FFN:**  
*Proposal: Carl Holmgren. Elected.*
- q. **PhD contact person in Campus Kiruna:**  
*Proposal: Alexander Moore. Elected.*
- r. **PhD contact person in Campus Piteå:**  
*Proposal: Vacant.*
- s. **PhD contact person in Campus Skellefteå:**  
*Proposal: Vacant.*
- t. **Representative in Employment board 1:**  
*Proposal: Viktor Sandell. Elected.*
- u. **Deputy representative in Employment board 1:**  
*Proposal: Justine Decrozant-Triquenau. Elected.*

- v. Representative in Employment board 2:**  
*Proposal: Anna-Therese Järvenpää. Elected.*
- w. Deputy representative in Employment board 2:**  
*Proposal: Lina Sundén. Elected.*
- x. Representative in Seth M Kempe foundation:**  
*Proposal: Hari Vadivel. Elected.*
- y. Election Committee (convener):**  
*Proposal: Wiebke Reim. Elected.*
- z. Two members of the Election Committee:**  
*Proposal: Stefan Marth and Lisa Larsson. Elected.*

*The representatives will fill their respective position at the start of the new academic year (1<sup>st</sup> of July).*

#### **§7) Closing of the meeting**

*Daniel Fjellborg closes the annual meeting and thanks everyone for their participation.*

## Appendices

### §4) Changes to the by-laws

As the university has changed its departmental structure, the PhD Student Association needs to adjust its current by-laws to match the new departments.

Adjustments are therefore suggested in three bullet-points under §5.2 in the by-laws. This concerns the appointment of PhD student representatives at the departments.

A complete copy of the suggested by-laws can be found attached to the meeting invitation.

The suggested adjustments were approved for the first time at Association's section meeting on 14 January 2021.

#### Adjustment one Current

text:

"En ledamot, tillika institutionsrepresentant i institutionen för hälsovetenskaps ledningsgrupp."

Proposed new text:

"En ledamot, tillika institutionsrepresentant i ledningsgruppen för institutionen för Hälsa, Lärande och Teknik."

#### Adjustment two Current

text:

"En ledamot, tillika institutionsrepresentant i institutionen för Ekonomi, teknik och samhälles ledningsgrupp."

Proposed new text:

"En ledamot, tillika institutionsrepresentant i ledningsgruppen för institutionen för Ekonomi, Teknik, Konst och Samhälle."

#### Adjustment three Current

text:

"En ledamot, tillika institutionsrepresentant i institutionen för konst, kommunikation och lärandes ledningsgrupp."

Proposal:

Remove the text, as the department no longer exist.