



ANNUAL REPORT
2018/2019

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1. PhD Representatives

The PhD Student Association 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 PhD Student Association are those who paid the membership fee to Teknologkåren, currently held at 100 kr. This year there has been difficulties to becoming a member and for the Teknologkåren to see the correct number of members. This as the new LADOK 3 have a problem with register "staff" and the PhD-students do not counts as students either so the system do no support PhD-students in a good way. To become a member, the PhD-student should bring a copy of their registration certificate (registreringsintyg) including information about their degree of studies (studiegrad), address, phone number and email. The number of members were at least 176 16th of November 2018 and 133 15th of Aril 2019. However, these numbers are lower than the actual number of members, which the Teknologkåren cannot see because of the above-mentioned issue.

PhD representatives are elected by members at the annual meeting. They represent the PhD Student Association at various bodies (organ) at LTU. Below is a list of elected representatives for 2018-2019, their assignment, and the time they were compensated with.

PhD Representative	Assignment	Time compensation	Styrelsen/ Repparna
Maria Rodiouchkina	Chairman + US + TVM	10 + 5%	S + R
Stefan Marth	TFN	10%	S
Jacob Rudolphsson Guerrero	FOG + TFN (sub)	5% + 0%	S
Daniel Fjellborg	FOG + Saco + FFN (sub)	5% + 10% + 0%	S
Caroline Strömberg	FFN	10%	S
Lisa Larsson	ETS + Secretary	7 + 0%	S + R
Ingela Jobe	HLV	5%	S + R
Eva Fjällström (until 2019-02-06)	KKL + HPC	7% + 5%	S + R
Brian Wernicke	SBN	5%	S + R
Elias David Small	SRT	5%	S + R
Jacob Nilsson	KF	0%	
Carl Holmgren	Artistic committee FFN + Campus Piteå	5% + 0%	
Viktor Sandell	ASN 1	10%	
Lisa Ringblom	ASN 1 (sub)	0%	
Maria Johansson	ASN 2	10%	
Alexandra Olofsson	ASN 2 (sub)	0%	
Johannes Huber	Seth M. Kempe + Campus Skellefteå	0 + 0%	
Tobias Roos	Campus Kiruna	0%	
Wiebke Reim	Election committee (Convener)	0%	
Gurmeet Shekhar	Election committee	0%	
Sergio Martin del Campo Barraza	Election committee	0%	

Styrelsen: The board of the PhD Student Association; Repparna: Representatives from Department steering committees

Read more about the positions here:

<https://www.ltu.se/research/Utbildning-pa-forskarniva/Doktorandsektionen/Engagera-dig?!=en>

2. The Board of the PhD Student Association (“Styrelsen”)

The board of the PhD Student Association is responsible for day-to-day operations within the organization and is represented in several bodies at LTU.

The board 2018/2019 constituted of the following persons:

Chairman

Maria Rodiouchkina

Secretary

Lisa Larsson

Board members

Eva Fjällström (until 2019-02-06)

Jacob Rudolphsson Guerrero

Maria Rodiouchkina

Daniel Fjellborg

Stefan Marth

Caroline Strömberg

Elias David Small

Brian Wernicke

Lisa Larsson

Ingela Jobe

The board held during the year 2018/2019:

- Six board meetings
- Two section meetings:
 - 27th of September 2018 focusing on PhD Students’ rights with discussion about questions and concerns from PhD Students regarding their studies and work environment. Followed by a nice dinner and interesting discussions. There were 23 participants registered for the event and 20 present.
 - 13th of February with information from PhD Student Association, by-election, inspiration talk given by the Supervisor of the Year 2018, Kentaro Umeki and lunch at Wibergsgården. There were 22 participants registered for the event.
- An annual meeting

and arranged:

- A fun event at Alcatraz for all PhD students at LTU, with lasergame, shuffleboard and dinner. There 51 registered participants for the event.
- A workshop with Åsa Burman, “Academic Effectiveness” together with the HR unit at LTU. There were 26 (6) registered participants for the workshop with the number in the bracket indicating number of participants on distance, from other Campuses.
- Continued the work with the theme “Research inspiration” with two workshops:
 - A workshop on procrastination with Alexander Rozental with 54 (11) registered participants and the number in the bracket indicating number of participants on distance, from other Campuses.
 - “Own your dissertation” held by Anna-Karin Lindqvist and Tommy Calner from HLV with 39 (10) registered participants, where the number in the bracket indicating number of participants on distance, from other Campuses.
- Decided a new theme “Career Planning” for the upcoming workshops during 2019/2020 and started to brainstorm regarding suitable themes for upcoming workshops.

- Spring activity and dinner at 360 Trampoline Center, Luleå in connection to the annual meeting

and participated and worked with (among other things):

- Represented LTU at the work fare LuleåARBetsmarknadsVecka (LARV) together with the HR unit at LTU.
- Supervisor of the Year together with Teknologkåren. The prize for 2018 went to Kentaro Umeki, TVM.
- Signed a response to SvD Article "Doktorandutbildning med oavsedda följder" organized by The Doctoral Committee –The Swedish National Union of Students.
- Raised the issue regarding Co-authorship in all of the bodies within LTU where PhD Student Association is represented, i.e. has representatives.

3. Representatives from Department steering committees (“Repparna”)

In order to have more strategic coordination, “Repparna” was created 2016/2017. By coordinating around key issues the PhD Student Association have a higher probability of raising awareness of PhD issues, if these issues were raised simultaneous at the six steering committees at LTU. Apart from this, members of “Repparna” also planned and organized social activities at their department.

“Repparna” 2018/2019 constituted of the following persons:

Eva Fjällström (until 2019-02-06)	Elias David Small
Maria Rodiouchkina	Brian Wernicke
Ingela Jobe	Lisa Larsson

The representatives in department steering committees have during the period had four meetings and two more are planned in May and June. Topics that were discussed and brought to meetings with department steering committees were among other:

- Followed up the work with the PhD Student Survey “PhD Mirror” done at SRT, SBN and HLV during 2018
- Meeting with Eva Ronström regarding the survey from LTU that was sent out to all PhD students and their supervisors
- Meeting with the Pro Vice-Chancellor Pär Weihed regarding the issues that were brought up at the section meeting in September and other questions/concerns
- Guidelines for departmental duties
- Co-authorship
- Guidelines for supervision and how it is followed up
- ISP
- Mentorship programme
- Information/Support to PhD students in problematic research situations.

Activities arranged:

Semester	Activity	Date	Organized by
Ht18	Welcome Event, Campus Skellefteå	Autumn	Johannes
	Lunch at UNI:K, HLV	2018-11-28	Ingela
	Bowling, Campus Kiruna	2018-12-01	Tobias
	Pizza, Campus Piteå	2018-12-04	Carl
	Christmas fika, ETS	2018-12-19	Lisa
Vt19	Curling, SBN	2019-02-06	Brian
	Lunch at UNI:K, TVM	2019-05-06	Maria
	Event at Campus Skellefteå	Forthcoming	Johannes
	Event at Campus Kiruna	Forthcoming	Tobias

4. Annual report from the PhD Representatives

4.1 Chairman

As Chairman, Maria Rodiouchkina has developed new routines and coordinated the work within the PhD Student Association. During this time she has also contributed through among other:

- Organized the work with the award for Supervisor of the year
- Organized the section meetings
- Participated in monthly student union lunches (kårlunch) together with the chairman of the Teknologkåren and the chairman of Luleå Studentkår. Present at those lunches were the vice-chancellor, the two pro vice-chancellors and the university director
- Attended three out of four university board meetings
- Worked with solving the issue regarding troubles with becoming a member in the PhD Student Association due to the issues with LADOK 3
- Organized the PhD Student Association and Repparna meetings
- Organized the different workshops 18/19
- Sending out various information to all PhD Students at LTU
- Information/Support to PhD students in problematic research situations
- Handled the financial responsibility for the PhD Student Association such as; approve invoices, budget follow-up and setting the new budget 19/20
- Interview with Agneta Bladh, Clas Kröger and Eva Ronström regarding a review of LTU's quality system
- Discussion/s with the director of internal audit regarding the issues that were brought up during the section meeting
- Discussions and meeting with HPC regarding a future workshop for supervisors
- Started to organizing a forthcoming workshop "Career Planning" including meetings with Career Center, discussions with Tim Foster and various HR-persons.
- Meetings with Mia Oldenburg regarding the new examination process, e-spikning, etc.
- Discussion with the University management regarding the printing services of the thesis.

Summary of important points from the University Board Meetings 2018/2019

- Work with LTU Vision 2030, goals and the six strategies have been the main focus of the meetings
- Annual report LTU 2018:
 - Stable finances overall due to increased external funding
 - Economic imbalance between the different departments
 - 579 PhD Students 2018
 - 59 PhD Degrees 2018 (27 % female and 73 % male) → lower than the goal due to longer administrative time (8 weeks) which results in that degrees achieved in November, December has not been registered during 2018
 - Increased number of publications with 4 % (882) 2018
- Internal auditing annual report LTU 2018

- Internal auditing plan LTU 2019
- Why are there less females who reach the doctoral degree in comparison to males?
- Digitalization → Start to archive digitally for example ISP and so on
- Gender mainstreaming (LTU just reaches the goal regarding the percentage of female professors → goal to reach a higher percentage)
- Informed the board regarding the issues that were raised and discussed at section meeting in September (co-authorship, ISP, supervision, departmental duties and follow up of PhD Students that choose to quit)
- Internal auditing of the above mentioned issues during 2019
- Visit at Skellefteå Campus and information regarding their research with 27 PhD Students at time and education.

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

The faculty boards work by order of and report to the vice-chancellor. They make propositions to the vice-chancellor regarding strategic questions about research and education. Their tasks are strategic planning, follow-up and evaluation of both research and education on graduate, advanced and postgraduate level, regarding questions like focus, quality, dimension and efficiency. The amount of issues concerning PhD students varies between each meeting of the faculty boards.

During the year Stefan Marth and Sofia Nordqvist/Caroline Strömberg have been the PhD representatives in TFN and FFN. Jacob Rudolphsson Guerrero and Moa Dahlberg/Daniel Fjellborg have been the substitute representatives. The PhD representatives in the faculty boards also participated in the research strategy committees, which prepare issues prior to reaching the faculty boards. During this year our representatives have been attending:

- 3 joint meetings (TFN + FFN)
- 5 joint research strategy meetings (TFN + FFN)
- 9 TFN meetings
- 14 TFN research strategy meetings
- 8 FFN meetings
- 8 FFN research strategy meetings

Summary of some important points considered in the faculty boards:

- Vision 2030 and strategic work
- Evaluation and follow-up on research and education (LTU-747-2019), (LTU-1970-2018)
- Selection and dimension of education (LTU-398-2018)
- Strategic efforts on research subjects (LTU-3076-2018), (LTU-3077-2018)
- Basic courses for engineering education (LTU-4029-2018)
- Equality in educations (LTU-3610-2018)
- Preventive measures against misconduct in research (LTU-3921-2018)

4.3 Steering Committee Postgraduate Studies Group (FOG)

At LTU there is a committee that handles all matters related to PhD-education. During the year 2018-2019 a project to revise the curricula for the general PhD-courses has been initiated. As part of the universities strategy to enforce gender-equality issues in the PhD-education, a workshop was held in order to integrate such issues in existing courses.

4.4 Artistic Committee (KU)

The Artistic Committee, henceforth abbreviated to AC, work with issues concerning artistic aspects at LTU and reports to Faculty Board Humanities and Social Sciences (FFN). This position, existing since 2016, is currently held by Carl Holmgren. During the academic year 2018–2019, the AC has, according to formulated criteria, judged whether reported artistic productions have been qualified for monetary compensation according to the system at LTU or not. The AC has also initiated a discussion about reviewing both the criteria for the peer-review of artistic productions as well as the review process as such due to change of technological and societal factors. Lastly, the AC has been appointed by FFN to review the appointment procedure for positions based on artistic qualifications. However, this work is still in process.

4.5 Steering Committees at the Departments

4.5.1 ETS

The doctoral student representative at the department of Business Administration, Technology and Social Science (ETS) is Lisa Larsson. ETS has 72 doctoral students (36 male and 36 female), with 26 at Humans and Technology division, 33 at Industrial Economy division, and 13 at Social Science. The management team at ETS has had approx. 20 meetings during this business year. One important issue during this period have been the psychosocial work environment at the department. Positive for ETS was that there were more dissertations than planned during 2018.

4.5.2 HLV

HLV has 16 PhD students, 7 in Nursing (1 new in 2019), 3 in Health Science, 2 in Occupational therapy and 4 in Physiotherapy (2 new in 2019). During the year (18/19), the PhD representative Ingela Jobe has organized monthly lunch meetings for all PhD students at HLV. PhD students with part-time employment at HLV and attached to other Universities have been invited. The meetings have served as a forum to share information (for example from the PhD student board meetings and the management meetings), discuss freely and invite guests. The PhD representative has also sent out an information letter approximately once a month with written information from the PhD student board meetings and the management meetings at HLV to all PhD students. For the money provided by the PhD Students Association, all PhD students have enjoyed one lunch buffet (Nov 28) and a modest dinner (May 23).

In the course of the year, a collaboration with PhD students from Region Norrbotten has been initiated. Jointly seminars have taken place at HLV (for example making a poster and article discussion) and PhD students from HLV have been invited to participate at the journal club at Region Norrbotten.

A 1-day research conference has been arranged each semester at HLV (Dec 8 and May 22). Preparations are under way to start an internal research school for new PhD students.

The PhD representative have participated in the management meetings held every 3rd week. Topics discussed, for example how to recruit and fund more PhD students (PhD positions are now open to applicants with other background than the core subjects), integration of equality into the doctoral education, ethical guidelines). The PhD representative has also partaken in a working group to review the General Syllabuses and develop steering documents for the doctoral education at HLV.

4.5.3 KKL

KKL has 23 active PhD students (by 2019-04-18): 5 in Swedish and Education, 4 in English and Education, 3 in Mathematics and Education, 5 in Pedagogy, 5 in Music and 1 in Musical pedagogy.

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 2018-2019 Eva Fjällström has attended meetings with the department executive committee once a month. Issues discussed during these meetings which concern PhD students are: the status of the research environment within KKL, initiatives to support the advancement and well-being of PhD students and the establishment of the new doctoral school. The new doctoral school PROFS started up in the beginning of 2019 and is jointly funded by LTU and the municipalities of Boden and Luleå.

EF has attended meetings with the doctoral student section and with the student board. A meeting with the responsible for doctoral education at KKL ("ULF"), was held (9/1) to discuss possible activities for the PhD students at KKL. Several joint activities have been planned for the PhD students of the new doctoral school and a "writing camp" in the mountains is planned for all PhD students in September 2019.

4.5.4 SBN

Brian Wernicke has been the PhD representative in the board of the Department of Civil, Environmental and Natural Resources Engineering (SBN/CENE) as well as in the CENE Research Education Group. SBN/CENE has 156 (April 2019) PhD students across eight divisions.

Some activities during the year:

- The survey "PhD Mirror", performed during spring 2018, was analyzed with the previous PhD representative at SBN/CENE and jointly presented at the SBN/CENE board meeting and further at SBN/CENE strategy days in august 2018. Based on the presentation, workshops at the

department have been performed together with the head of CENE Research Education Group during the strategy days. Their results impacted the following work of CENE Research Education Group e.g. within supervision workshops.

- Presentation of the PhD Student Association at the introductory day.
- Participation at LARV.
- Organization of PhD activity: Curling 2019 Feb 6th with 14 participants.
- The following topics, relevant to PhD students, have been discussed in meetings during the year:
 - Work environmental issues connected to the F- and C-building
 - Quality, delivery service and lead time issues connected to external printing of thesis; PhD checklists will be updated with information about external printing (and potentially longer lead times)
 - Changed procedures connected to the thesis ceremonies, because no diploma is hand over directly at ceremonies any longer; degree was send by normal post (not registered) 8 weeks after thesis approval, registered mail of degrees promised for future and possibilities to give some kind of gift is under investigation.

4.5.5 SRT

Elias David Small has been the PhD representative of in the board of the Department of Computer Science, Electrical and Space Engineering (SRT). SRT has as of April, 2019, 66 registered PhD students (51 employed and 15 externally funded; 14 F and 52 M). They are divided among subjects as follows: 15 in industrial electronics, 7 in information systems, 8 in atmospheric and space sciences, 9 in control engineering, 6 in onboard space systems, 4 in computer and systems science, 8 in distributed computing systems, 2 in dependable communication and computation systems, 2 in signal processing, 4 in machine learning, and one student in embedded systems. The management team at SRT had approximately 10 meetings from September 2018 till April 2019 (a meeting every three weeks) lasting one hour each. For PhD students and research education, student/supervisor relationship quality was discussed concerning verbal and emotional abuse toward students. The mentorship programme was discussed and will be enforced more in the future.

Elias also engaged in discussions related to setting the vision 2030 from the SRT and PhD students' perspectives, as well as being part of the discussions on SRT's strategic initiatives for the future and development of new subject areas. Issues from 2018's survey were also pushed to the PhD representative in the university's council with the purpose of adding these issues to the university's own survey of PhD students, increasing the effectiveness of the actions to be taken by the council.

4.5.6 TVM

Department of Engineering Sciences and Mathematics (TVM) had approximately 159 PhD students 2018, across eight divisions and 51 of them were females. The divisions are Mathematical Sciences, Energy Science, Wood Science and Engineering, Product and Production Development, Machine Elements, Fluid and Experimental Mechanics, Materials and Solid Mechanics and Materials Science.

During 2018-2019 Maria Rodiouchkina has been the PhD representative in the board meetings of TVM (held every fourth week). The board of TVM has had a few interesting PhD student subjects during the period of 2018/2019. The following topics have been discussed in meetings during the year:

- LADOK 3
- Matlab licenses and the new invoice system
- Decommissioning of the printing services at LTU of the doctoral thesis's
- Vision 2030
- Obligatory update of the ISP on fixed dates 15th of November and May.

In addition, Maria have organized a lunch for all PhD Students at TVM, which will take place the 6th of May.

4.6 Other Campuses

4.6.1 Campus Piteå

Carl Holmgren has been the representative for Campus Piteå 2018-2019. First, in principle, the concept of being a representative for PhD students at Campus Piteå is somewhat misleading. During the academic year of 2018–2019 there has been at maximum two PhD students living in Piteå and or being present at the institution weekly. Thus, the time frame for conducting activities together is somewhat limited. Consequently, there might be a need for developing engaging activities that are do not need a physical presence. Nonetheless, in total five PhD students managed to eat pizza together on December 4, 2018, at "Kiosken", which was appreciated.

4.6.2 Campus Kiruna

Tobias Roos has been the representative for Campus Kiruna 2018-2019. During autumn 2018, different alternatives for activities were discussed and finally bowling was selected. A bowling event was organized in December with many participants. Next event is planned for late spring 2019, in order to being able to be outside and for example arrange a barbeque or similar.

4.6.3 Campus Skellefteå

Johannes Huber has been the representative for Campus Skellefteå 2018-2019. As a representative for Campus Skellefteå, Johannes have been contacted several times, mostly by new PhD students. Most of the time Johannes consulted people about administrative details and finding services and a good life in Skellefteå. To welcome our new PhD students Johannes organized one Welcome Event with some snacks and soft drinks during the autumn semester. Another welcome event during spring semester will follow.

4.7 University Pedagogy Center (HPC)

The PhD student representative in the HPC board has been Eva Fjällström until 6th of February. 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. During the academic year 2018-2019, the internal structure of HPC has changed and HPC has also been integrated into VVS. HPC now has a steering group instead of a board and a PhD student representative will have a post in this steering group.

4.8 Seth M. Kempe Stipendiefond at LTU

The PhD representative for the Seth M Kempe scholarship fund at LTU during the year 2018-2019 has been Johannes Huber. The fund had no meeting so far. There will be a meeting in spring where the details about the deadlines and the general way of evaluating applications will be discussed. No dates have been decided yet.

4.9 Employment Boards

The employment boards at LTU discuss cases of recruitment and promotion for higher positions. More specifically the boards discuss recruitments and promotions for positions ranging in qualification from Associate Lecturer to Chaired Professor. There are two employment boards (1 and 2) at LTU, one for each faculty. Each board consists of a chair and a vice chair, three teacher representatives, one PhD student representative and one student representative. The PhD student representatives are appointed by the PhD Student Association in order to pose questions during the interviews. The questions can touch upon supervision and education of PhD students but can also revolve around the general suitability of the candidate for the considered position. From August 2018 to April 2019 the employment boards adjourned a total of 34 times. A new PhD student representative for employment board 1 was elected during the year.

4.10 Representative in LTU SACO-s board

The SACO-s board at LTU coordinates union members connected to the academic unions, including The Swedish Association of University Teachers and Researchers (SULF) and The Swedish Association of Graduate Engineers (Sveriges Ingenjörer). The board have convened weekly during the year to handle ongoing union work.

The negotiation during the revision of PhD wages was done by SACO-s together with OFR, i.e. Public Employees' Negotiation Council (including the union ST) and resulted in the university agreeing to a wage increase of 700 kr for step one and two in PhD wages.

The PhD-representative attended the yearly meeting of SULF's national PhD committee in Stockholm in November 2018. PhD-students' mental wellbeing and international PhD-students working conditions were chosen as focus areas for the committee in the coming year.

Few matters specifically related to PhD issues have been handled by the SACO-s board during the year. The board has however worked continuously with workplace issues relating to the university as a whole. This include work with physical workplace (including relocation of parts of institutions) and participating in negotiations concerning interpretation of collective agreements concerning teaching hours with the university.

For the coming year the SACO-s board wishes to maintain a strong connection and collaboration with the PhD-association, especially concerning next years' negotiation of PhD wages. The SACO-s board will also continue to invite PhD-students to workshops and seminar concerning PhD-students' rights and wishes to spread these invitations through the PhD-associations communications channels if possible.

5 Results

Budget 18/19

	<i>Income</i>	<i>Cost</i>	
Funding HT18 (LTU)	35000		
Sale of PhD-hoodies	4000		
Funding VT18 (LTU)	35000		
Organizational costs		6000	
Activities - the Board		26000	
Activities - Department and Campuses		30000	
Activities - Theme		30000	
			Result
Total	74000	92000	-16000

Results 18/19Q1 and Expected results after Q2

Income	<i>Result</i>	<i>Budget</i>
Funding HT18 (LTU)	35000	35000
Sale of PhD-hoodies	800	4000
Funding VT19 (LTU)	35000	35000
Total	70800	74000

Cost	<i>Result Q1</i>	<i>Expected results after Q2</i>	<i>Budget</i>
Organizational costs	10890	12890	6000
Activities - the Board	29805	39805	26000
Activities - Department and Campuses	5247	7647	30000
Activities - Theme	17170	17170	30000
Total	63112	77512	92000

Result -3512
