

# Dagordning Sektionsmöte 2017

Datum: 2017-12-05

Tid: 17:30

Plats: Hollywood, Kårhuset

## §Ärende

---

1. Ordföranden förklarar mötet öppnat
2. Val av mötesordförande
3. Val av mötessekreterare
4. Val av två justeringspersoner
5. Mötets behöriga utlysande
6. Fastställande av röstlängd
7. Fastställande av dagordning
8. Adjungeringar
9. Meddelanden
  - a. Preliminär verksamhetsberättelse 2017
  - b. Preliminärt bokslut 2017
10. Verksamhetsberättelse 2016
11. Bokslut 2016
12. Revisionsberättelse 2016
13. Fråga om ansvarsfrihet för styrelsen 2016
14. Verksamhetsberättelse 2015
15. Bokslut 2015
16. Revisionsberättelse 2015
17. Fråga om ansvarsfrihet för styrelsen 2015
18. Val av sektionsordförande
19. Val av övriga styrelsemedlemmar
20. Verksamhetsplan 2018
21. Budget 2018
22. Val av Inspektor
23. Val av revisorer
24. Val av övriga funktionärer
  - a. Valberedning
  - b. PLUME-ledamöter
25. Övriga frågor
26. Mötesordföranden förklarar mötet avslutat

# Agenda Section Meeting 2017

Date: 2017-12-05

Time: 17:30

Location: Hollywood, Kårhuset

---

1. The president calls the meeting to order
2. Election of chair for the meeting
3. Election of meeting secretary
4. Election of two people approving the minutes
5. Question if meeting was correctly called
6. Establishing electoral register
7. Establishing the agenda
8. Co-optations
9. Short communications
  - a. Preliminary annual report for 2017
  - b. Preliminary financial report for 2017
10. Annual report for 2016
11. Financial report for 2016
12. Report from the auditors for 2016
13. Question of freedom from responsibility for the board 2016
14. Annual report for 2015
15. Financial report for 2015
16. Report from the auditors for 2015
17. Question of freedom from responsibility for the board 2015
18. Election of president for the section board
19. Election of other board members in the section board
20. Plan of activities for 2018
21. Budget 2018
22. Election of Inspector
23. Election of auditors
24. Election of other functionaries
  - a. Election committee
  - b. PLUME organizers
25. Other questions
26. The meeting chairman declares the meeting closed

# Preliminary Annual Report for the PhD student section of TLTH 2017

## Preliminär verksamhetsberättelse för Doktorandsektionen 2017

---

### Board

During 2017 the board has had 9 official meetings with the aim of meeting once every month except for the vacation season. The main purpose of the meetings has been to synchronize information from all parts of the organization as well as follow up on previous meetings.

During the year the board has arranged two pubs on the 9<sup>th</sup> of March and the 1<sup>st</sup> of June respectively. Both pubs were held in Cornelis in Kårhuset. On the 9<sup>th</sup> approximately 75 people attended the pub which was highly appreciated. On the 1<sup>st</sup> of June the number of participants was lower.

The board also arranged a floorball tournament on the 30<sup>th</sup> of September and was followed by an AW at Bishops Arms in Lund.

One seminar with the title “Inside the head of a recruiter” was held on the 28<sup>th</sup> of November in cooperation with the consultancy firm Adecco.



---

### Education council

During the first part of the year the education council had 12 members who have represented the PhD students in the research programmes board, the research board, the faculty board, the TLTH representative council, the equal opportunities committee and the library committee. In the second half of the year new representatives for the boards were elected and the total number of members of the education council decreased to 11.

During the year we have had a total of 8 official council meetings. The main point of the meetings has been to let the members give each other updates on the activities of their respective council. In addition to the standard meetings there were some extra meetings between some members of the education council and LDK (Lund doctoral union) during spring in an effort to coordinate in some issues.

Due to past cases of academic misconduct regarding the use of master thesis results for articles the education council has brought attention to the need for clearer guidelines. This work has resulted in the research programmes board working with the creation of such guidelines and the latest information is that the results from this might be coming out fairly soon. Another issue that has been brought to the attention of the education council was a proposal from the research programmes board at the university level to set up stipends to give PhD whose funding comes

from external scholarships an income equivalent of an employed PhD student. This proposal was passed in the university board in June this year.

---

## PLUME

Plume a mentorship program for PhD students by PhD students at LTH. We have been three PhD students who have been working with the mentorship program during 2017. During the spring we focused on marketing the program to fellow PhD students through the Dokt Facebook page, e-mails and through monitors in the various LTH houses. A total of 13 PhD students applied to be a part of the program. All participants filled in their expectations for the program as well as the type of mentor they would like to have. When the student applications were collected, we started to find suitable mentors, focusing on former PhDs working in industry. The mentors were recruited based on the preferences entered by the PhD students in their applications. We were able to get a mentor for each of the PhD students.

In September we had our first common meeting at Restaurang Bryggan, IKDC. The meeting included dinner and a speech by Bengt-Arne Molin, former PhD in electrical engineering and CEO of Sony Sweden. In November we had our second meeting. The program is going to host two more meetings during the spring of 2018. Our last meeting will be in April of 2018. Between the meetings we host, the PhD - mentor pairs have contact on their own terms.

Financial report 2017

<b>Budget for 2018</b>	<b>Outcome 2013 (SEK)</b>	<b>Outcome 2014 (SEK)</b>	<b>Outcome 2015 (SEK)</b>	<b>Budget 2016 (SEK)</b>	<b>Outcome 2016 (SEK)</b>	<b>Budget 2017 (SEK)</b>	<b>Outcome 2017* (SEK)</b>	<b>Budget 2018 (SEK)</b>
<i>Money from TLTH for our members</i>	21,510.00	22,830.00	22,050.00	23,000.00	21,180.00	23,000.00	37,318.00	23,000.00
<i>Section meeting</i>	2,018.00	1,943.00	1,503.12	2,000.00	1,186.47	2,000.00	2,550.00	3,000.00
<i>The board</i>	2,516.00	1,475.00	2,868.00	3,000.00	3,479.00	3,000.00	5,238.00	5,000.00
<i>Board of education</i>	4,214.00	5,939.00	6,127.00	5,000.00	5,715.00	5,000.00	5,258.00	5,000.00
<i>Activity/Project</i>	11,038.00	0.00	8,126.00	15,000.00	2,151.80	15,000.00	4,397.80	15,000.00
<i>Mentor program</i>	-	14,883.00	12,172.95	10,000.00	4,239.00	10,000.00	4,890.00	15,000.00
<i>Materials for advertising the section</i>	245.00	-	0.00	500.00	0.00	500.00	589.00	500.00
<i>Doktorandombudsman</i>	-	-	-	-	-	-	-	-
<i>Bankfees</i>	750.00	400.00	603.00	750.00	600.00	750.00	903.00	900.00
<b>Total:</b>	729.00	27,956.00	9,350.07	13,250.00	3,808.73	13,250.00	13,492.20	19,600.00

\*Preliminary outcome 2017-11-20

## Functionaries

### Board

- President: Johanna Olsson
- Vice president: Mirjam Victorin
- Treasurer: Per-Ivar Olsson
- Secretary: Inga Von Ahnen
- President of the education council: Michael Persson
- PLUME: William Rosengren
- Others: Carl Johannesson

### PLUME

- William Rosengren

### Education board

- President: Michael Persson
- Members of FN:
  - David Kinsella
  - Victor Millnert
  - Johan Granholm\*
  - Oscar Svensson\*
- Members of FUN
  - Carl Johannesson
  - Ellen Palm
  - Camilla Nyquist Magnusson
  - Josefin Berner\*
  - Jens Hylander\*
- JäLM (The board of gender equality, equal opportunities and diversity)
  - Sandra Sjögren
- Board of LTH
  - Ilse Svensson De Jong
  - Felicia Seeman\*
  - Anette Wolff\*\*
- Library committee
  - Ilse Svensson De Jong
  - Nathalie Becker\*
- TLTH representative council
  - Sara Månsson
- Other members
  - Josefin Berner
  - Johanna Olofsson\*

### Accountants

- Anette Wolff
- Johan Linåker

## Election committee

- Kena Li
- Erik Johansson

## Inspector

- Björn Regnell

\* Member during the spring of 2017

\*\*Deputy during the spring of 2017

# Preliminary Annual Report for the PhD student section of TLTH 2016

## Preliminär verksamhetsberättelse för Doktorandsektionen 2016

---

---

### Board

The board has had 9 official meetings during the year of 2016. The aim was a meeting every month with the exception for the summer vacation. The purpose of the meetings have been to follow up on matters discussed during previous meetings as well as syncing information from all parts of the organization.

During 2016 the board has had one after work during April which was attended by approximately 50 PhD students. The aim was to host another after work in cooperation with Alumniföreningen (the alumni association of LTH) but due to problems in finding enough people to work the event was cancelled.

An aim of continuing the popular seminar series held by the board in 2015 was made. However, no sufficient speakers were found. The board had many ideas which will be passed on to the board of 2017.

Dokt also participated in “Regattan” which is a competition between the guilds of LTH.

---

---

### Education council

Because of the reorganization of the research board and research education board at LTH during the spring the composition of the education council changed in May. Due to fewer representatives in the boards the number of members in the education council decreased to eight people. The biggest issues for the council have been the reorganization, the evaluation of research education by the Swedish higher education authority (UKÄ) and the new strategic plan for LTH for 2017-2026. The education council has had two meetings with the PhD representatives in the department boards.

---

---

### PLUME

PLUME 2015-2016 had in total 18 participants (9 mentors and 9 mentees). In total two common seminars was held 2015 and one final seminar in 2016.

The final seminar was in May 19<sup>th</sup> and focused on career opportunities in research, consulting and intellectual property / patenting with additional networking activities. Special guest was Rickard Öste, the founder of OATLEY, Matilda Ulmius Storm, CEO of Solve Research and Consultancy, and Marisa Punzi, patent attorney. After each presentation the participants had the opportunity to ask questions, network and get more insights of career opportunities after their PhD. The final seminar also included a dinner for networking purposes.

PLUME 2015-2016 can be considered a success. One of the participants received a job offer much thanks to the programme, others broaden their view of career opportunities after their PhD. However, the programme is now on hold due to lack of replacements to run the programme for the coming year.





Picture: 3rd common meeting May 19th 2016.

## Financial report 2016

	Outcome 2013	Outcome 2014	Outcome 2015	Budget 2016	Outcome 2016*	Budget 2017**
Money from TLTH for our members	21 510,00 kr	22 830,00 kr	22 050,00 kr	23 000,00 kr	10 800,00 kr	23 000,00 kr
Section meeting	2 018,00 kr	1 943,00 kr	1 503,12 kr	2 000,00 kr	893,27 kr	2 000,00 kr
The board	2 516,00 kr	1 475,00 kr	2 868,00 kr	3 000,00 kr	3 019,00 kr	3 000,00 kr
Board of education	4 214,00 kr	5 939,00 kr	6 127,00 kr	5 000,00 kr	5 715,00 kr	5 000,00 kr
Activity/Project	11 038,00 kr	0,00 kr	8 126,00 kr	15 000,00 kr	2 151,80 kr	15 000,00 kr
Mentor program	-	14 883,00 kr	12 172,95 kr	10 000,00 kr	4 239,00 kr	10 000,00 kr
Materials for advertising the section	245,00 kr	-	0,00 kr	500,00 kr	0,00 kr	500,00 kr
Doktorandombudsman	-	-	-			
Bankfees	750,00 kr	400,00 kr	603,00 kr	750,00 kr	600,00 kr	750,00 kr
<b>Total:</b>	<b>729,00 kr</b>	<b>27 956,00 kr</b>	<b>9 350,07 kr</b>	<b>13 250,00 kr</b>	<b>5 818,07 kr</b>	<b>13 250,00 kr</b>

\* The outcome for 2016 is not yet finalised:

- The section meeting will be between minus 1500 and minus 2000.
- There will be one more payment of membership fees from TLTH, approximately 11 000 kr.

\*\* The budget for 2017 is simply the same as for 2016.

Erik Johansson  
Treasurer

# Preliminary Annual Report for the PhD student section of TLTH 2015

## Preliminär verksamhetsberättelse Doktorandsektionen 2015

---

### Board

The board of the PhD student section of TLTH has had ten official board meetings during 2015, opting for once every month except during summer vacations. Purpose has been to follow up on continuous matters and synchronize information across the section.

We have had four seminars as was proposed by previous years educational council. Topics has regarded Time management (168), Stress management (80), How to write & communicate popular science (66), and the PhD students' rights (5). The board has further brainstormed a list of suggestions for coming board.

Socially, a sporting event was arranged with badminton, tennis and squasch at Victoriahallen. A barbeque was planned for, but had to cancel last minute due the rain. The section attended and won (inofficially) the singing and spex competition Sångarstriden.

---

### Education council

During 2015, the education council has had twelve members, by whom the PhD students have been represented in all three research area boards, the central research board at LTH, and the board of LTH. Meetings have been held once a month, generally between the meetings of the research area boards and that of the central research board at LTH.

The main issue this year has been the re-structuring of the organization for research and research education at LTH. The education council has given much input on this, mainly through answers to considerations, and comments during discussions in the different boards. Other important issues that the education council have been engaged in are the preparations for the upcoming evaluation of all research subjects by the Swedish Higher Education Authority (UKÄ), and the introduction of a common database system for the individual study plans for LTH. The education council has had one meeting with the PhD representatives in the department boards.

---

### PLUME 2014 program (September 2014 – May 2015)

Organizers: Venkatachalam Narayanan, Sebastian Pashaei and Nora Weber

We had 10 mentor mentee pairs in the program and events on the program include:

Meeting on 10<sup>th</sup> December, 2014 – Passion, Motivation and Goals by Dr. Bengt Arne Molin, CEO, Sony Mobile communications, Sweden followed by networking dinner.

Meeting on 9<sup>th</sup> April, 2015 - "How to sell yourself?" by Patricia Fors, Senior HR Vice president from FLSmidth followed by stimulating discussion and networking dinner.

### PLUME 2015 program (September 2015 – May 2016)

Organizers: Venkatachalam Narayanan, Sebastian Pashaei, Diogo Nunes and Tim Börner.

We publicized the program using different avenues as follows:

1. To alumni mentors, mentees, PhD students by emails, posters and flyers.
2. To everyone through YouTube and our website by a Video about PLUME with interviews from former mentors, mentees.

We had 14 PhD student applications. We succeeded in finding mentors from similar fields of interests and relevant experience for 10 PhD students. The program structure includes an individual mentor-mentee meeting approximately one hour once a month from October 2015 to May 2016. Besides the individual meetings we have four common seminar meetings with different themes, including a dinner, which gives opportunities to network with all mentors and mentees in the program. Events on the program include:

Meeting on 9<sup>th</sup> October, 2015 – “PLUME introduction meeting”, Mentor mentee mingle and workshop followed by inspirational seminar and networking dinner.

Meeting on 9<sup>th</sup> December, 2015 – “Elevator pitch and CV workshop”, Mentees pitched about their skills for 1 minute followed by CV discussion, success story and networking dinner.

One of the mentees has landed in a job in MAX4 lab in Lund and he has credited his mentor for guidance and valuable inputs.

PLUME program is collaborating with another mentorship program in University, Mentlife (independently run program but affiliated by LU for life science PhD students from LU). This collaboration aims at utilizing the knowledge and resources of the different mentorship programs in a single umbrella for the benefit of PhD students. Mentees from PLUME can attend the open and focused seminars organized by Mentlife.

## Motion: Change in statutes and regulations

Document in Swedish but the proposal will be presented by Oscar Svensson in English during the meeting.

# Ändringsförslag stadgar och reglemente

## Stadgar

5 Studierådet

5.1 Uppgift

### **NUVARANDE TEXT:**

*Studierådet har till uppgift att tillgodose medlemmarnas intressen i frågor som berör forskarstudier och forskarutbildning inom de aktuella ämnena samt vad därmed äger sammanhang. Det åligger studierådet att:*

*Bereda ärenden som rör forskarstudier och forskarutbildning till sektionsstyrelsen samt*

*Bereda ärenden som rör forskarstudier och forskarutbildning som skall behandlas av TLTHs kårstyrelse*

*Föreslå doktorandrepresentanter i de organ som TLTH fullmäktige beslutar om.*

*Föreslå TLTH fullmäktige doktorandrepresentanter till student- och universitetsorgan*

### **FÖRSLAG:**

Studierådet ska bevaka medlemmarnas intressen i frågor som berör forskarstudier eller forskarutbildning på LTH. Det åligger studierådet att:

- Bereda ärenden som rör forskarstudier och forskarutbildning som ska behandlas av TLTH:s kårstyrelse eller TLTH:s fullmäktige.
- Nominera studentrepresentanter till de poster i externa organ som TLTH:s fullmäktige gett Doktorandsektionen nomineringsrätt. Nomineringarna ska beredas vid stormöte med de sittande doktorandrepresentanterna.
- Samordna doktorandrepresentanter valda av TLTH:s fullmäktige.
- Samarbeta med Lunds Doktorandkår för att bevaka forskarutbildningsfrågor på universitetscentral nivå.

## Reglemente

4 Studieråd

4.1 Åligganden

### **NUVARANDE TEXT:**

*Studierådet har till uppgift att:*

1. *Föreslå TLTH fullmäktige representanter i de universitets, fakultets och institutions organ, som kåren anbefaller.*
2. *Bereda de forskarutbildningsfrågor som skall behandlas av TLTHs fullmäktige.*
3. *Utreda forskarutbildningsfrågor samt göra erforderliga framställningar till TLTHs kårstyrelse.*
4. *Förbereda ärenden rörande forskning och forskarutbildning som ska behandlas i universitetets organ, och frågor där så krävs samverka med andra studentkårers forskarutbildningsbevakning.*
5. *Planera och genomföra utbildning av funktionärer inom TLTHs forskarutbildningsbevakning.*

**FÖRSLAG:**

Studierådets uppgifter är angivna i stadgarna.

#### 4.2 Sammansättning

**NUVARANDE TEXT:**

Studierådet består av:

1. Studierådsordförande.
2. Valberedare för externa organ.
3. Av TLTH utsedda doktorander i externa organ som behandlar forskning och forskareutbildningsfrågor:
  - a) Styrelsen för Lunds Tekniska Högskola.
  - b) Forskningsberedning.
  - c) Forskningsnämnder.
4. Övriga ledamöter utsedda av sektionsstyrelsen

**FÖRSLAG:**

Studierådet består av:

1. Studierådsordförande.
2. Av TLTH:s fullmäktige utsedda doktorandrepresentanter i organ på LTH-central eller universitetsgemensam nivå som behandlar forskning eller forskarutbildningsfrågor.
3. Övriga ledamöter utsedda av sektionsstyrelsen.

#### 4.3 Studierådets ordförande

**NUVARANDE TEXT:**

Studierådets ordförande utses av styrelsen.

Vid avsaknad av sektionsstyrelse äga studierådet rätt att inom sig välja en studierådsordförande med samma befogenheter och skyldigheter. Vid tillträde av sektionsstyrelse äga denna rätt att utse ny studierådsordförande.

**FÖRSLAG:**

Studierådets ordförande utses av styrelsen.

Vid avsaknad av sektionsstyrelse har studierådet rätt att inom sig välja en studierådsordförande med samma befogenheter och skyldigheter. Vid tillträde av sektionsstyrelse har denna rätt att utse ny studierådsordförande.

Studierådets ordförande har till uppgift att leda studierådet. Studierådets ordförande har rätt att utse en vice ordförande inom studierådet som har till uppgift att stötta studierådets ordförande.

#### 4.3 Ständigt adjungerade

**NUVARANDE TEXT:**

Ständigt adjungerade med yttrande- och yrkanderätt vid studierådets sammanträden är studentrepresentanter i styrelsen för Lunds Tekniska Högskola, studentrepresentanter i forskningsberedningen och i LTHs forskningsnämnder, TLTHs doktorandombudsman, Lunds doktorandkårs doktorandombudsman samt ordföranden för Lunds Universitets Doktorandkår.

**FÖRSLAG:**

Ständigt adjungerade med yttrande- och yrkanderätt vid studierådets sammanträden är studentrepresentanter i styrelsen för LTH, forskarutbildningsnämnden vid LTH och

forskningsnämnden vid LTH, likaså Lunds doktorandkårs doktorandombudsman samt ordföranden för Lunds Universitets Doktorandkår.

## Förslag till ny punkt i reglemente:

### 5. Stormöte

- 5.1 Funktion
- Nominera doktorandrepresentanter till central nivå på LTH, däribland FN, FUN, SLTH och JäLM.
- Informera om vakanta poster för doktorandrepresentanter på institutionsnivå.
- På stormötet kommuniceras och förankras studierådets arbete hos doktorandrepresentanterna i institutionsstyrelserna. Studierådets medlemmar informerar om forskarutbildningsfrågor som behandla(t)s i organ där de representerar TLTH. Alla mötesdeltagare har möjlighet att ta upp och diskutera utbildningspolitiska frågor av intresse för medlemmarna.
- Institutionsstyrelserepresentanterna informerar om och ges möjlighet att diskutera aktuella frågor på respektive institution.
- 5.2 Utlysande
- Studierådet kallar till stormöte.
- Det åligger studierådet att kallelse till stormöte når ut senast två veckor före stormötet.
- Alla doktorandrepresentanter valda av TLTH:s fullmäktige skall kallas.
- 5.3 Rösträtt
- Alla doktorandrepresentanter valda av TLTH:s fullmäktige har rösträtt.
- 5.4 Beslutsförhet
- Stormötet är beslutsfärdigt om antalet närvarande röstberättigade är minst åtta, och från minst fyra institutioner.
- 5.5 Sammanträde
- Stormötet sammanträder minst en gång per termin.