

Agenda for the board meeting

Date: Thursday, 4th of May 2023

Time: 18:00 – 21:00

Location: **Biomedicum, B0313** and **Zoom**

Acronyms: DSA: The Doctoral Students' Association, MF: Medicinska Föreningen, DO: Doctoral ombudsperson, FuM: MF Council (Fullmäktige), KI: Karolinska Institutet, KF: Committee for Research, KFU: Committee for Doctoral Education, KPK: Course and Programme Committee, CSTP: Clinical Scientist Training Program, SFS: Sweden's United Student Unions, SFS-DK: SFS doctoral committee, SSCO: Stockholm Student Union's Central Organization, AGM: Annual General Meeting

Board: Manouk Verhoeven; Fredrika Hellgren; Niels Krämer, Sviatlana Sukhanava, Ioanna Tsea; Luca Love, Osheen Sharma, Linnea Påvénius, Jelena Mistic, Axel Winroth

Present: Manouk Verhoeven; Fredrika Hellgren; Niels Krämer, Sviatlana Sukhanava, Ioanna Tsea; Luca Love, Osheen Sharma (via Zoom), Linnea Påvénius, Jelena Mistic, Axel Winroth

Absent: -

Others in person: Vladimir Pabón Martínez (KI Careers), Nazira Shahwan (Ombudsperson MF), Therese Olsson (Ombudsperson MF), Daniël Söderberg

Others via Zoom: Leonie Seidel, Marlene Ek

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Formalia

- F1 Opening of meeting: 18:01
- F2 Proper proclamation of the meeting: Yes
- F3 Appointment of person to preside the meeting: **Manouk Verhoeven**
- F4 Appointment of person to write the minutes: **Niels Krämer**
- F5 Appointment of person to sign the minutes: **Jelena Mistic**
- F6 Reported absences: There were no reported absences.
- F7 Previous protocols: **Minutes for DSA board meetings on the 13th of April**
- F8 Approval of the current agenda: **Approved**
- F9 Verbalization of the decisions per capsulam: **None**

Reports from Student Representatives (max 45 minutes)

R1 Ombudsperson

Nazira and Therese present the Ombuds report for 2022. After the presentation, they mention that they might start having meet the ombudspersoner fikas in Solna too.

Linnea comes in 18:06.

Axel comes in 18:11.

R2 KI careers

Vladimir has met with the people developing the mentoring platform. Currently, some new PhD student do not have the network to find a mentor, even though this is mandatory in the first year. As such, KI careers will organize a workshop/webinar on how to find a mentor next year.

Vladimir reports that the last round of the industry internships has been very successful. Only one of the participating companies did not have an application and everyone got placed successfully. As such, it has been good for both students/postdocs and the companies.

Work on the blogging collaboration between KI Careers and the DSA is ongoing. The latest blogs will be advertised every week and will also be included in the Careers Newsletter. Vladimir mentions there are many events, potential grants and information that can be found in the newsletter as well.

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Lastly, the KI alumni office organizes an alumni event on the 13th of May. This is the first time such an activity will be organized and there will be many different types of activities.

R3 DSA Chairperson

Manouk reports that she has been working on many things, including but not limited to the summer party, the PhD conference and some topics with KI central. Especially the PhD conference has been a lot of managerial work. Manouk, Axel and Madeleine Lehander (Representative for KFU) have had a meeting with central HR and a lawyer about the situation when PhD students doing Forskare AT have to resign from their KI employment when starting work in the hospital. Currently, not everything has been cleared up and a full report about this situation will come in due time.

Manouk mentions that Robert Harris' seminar about giving and receiving feedback has just finished. The attendance was not great, but Robert is open to giving the seminar again if DSA is interested in organizing it.

Manouk has also met with a representative from Linköping University's PhD council about the way KI structures its mandatory courses. Linköping University might model their courses on KI's, and Manouk has referred the representative to the website and KPK.

Lara Sweetapple and Julia Spielbauer have given another talk about DSA during the mandatory PhD introduction for new doctoral students.

Manouk met with Robert Harris, Lena Atterwall and Ingeborg van der Ploeg, Nazira and Therese, and the president of MF. During this meeting they discussed sustainability and the exit poll, amongst other things. With regards to sustainability, it became clear that KI central believes this to be an issue for the university and not the student body per se. Moreover, there are currently other groups at KI working on this topic as well. As such, the implementation of sustainability in the curriculum will go through other channels, though it is good that DSA keeps track of things and pushes if necessary. With regards to the exit poll, the meeting agreed that discrimination is still too big issue at KI. Manouk brought up KI's zero-tolerance policy and it became clear that this is symbolic. There are discussions to implement consequences to discriminatory behavior, and this is important as students need to feel that their complaints are taken seriously and that wrongdoing leads to consequences. However, the implementation of these plans may be legally difficult and is something DSA will not get involved in. As there are currently no concrete plans for the implementation of this policy, Manouk has encouraged KI central once more to make work of this, especially given that DSA should encourage people to file complaints when something is amiss. Manouk also brought up that there were data missing from the exit poll. The data about sustainability were sent out as a report to KFU. The other question that was missing, was new this year and as such, the answer had not yet been included.

R4 DSA Workgroups

a. Doctoral Education (Luca)

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Luca reports that there is no update on the teaching platform, that the PhD Booklet is being advertised via the local student representatives, Teams and email and that they're now working on a poster with a QR code linking to the webpage of the booklet. So far, the reception of the booklet has been good. Currently, the strategy for linking mentees with possible mentors is not working well. The turnout on the platform is low. As was mentioned by Vladimir already, there will be a workshop in late September/early October. Lastly, the deadline for applying to doctoral course is on May 15th. Currently, KIWAS is still in use and that will be the case until further notice. Luca proposes to send out a reminder for the course deadline and mentions specific courses (skills- and career-oriented courses for example) could be highlighted. This will be discussed during the Open Discussion.

b. Student Representation (Osheen)

Osheen reports she has attended the Education Council meeting on April 26th. The main topics of this meeting were ChatGPT, the new master's program in biostatistics and digital education. There were no topics that could be of particular interest to the PhD students.

The list with different student representative positions is completed and KI central has approved it. Next Tuesday there will be a meeting with them about the timing of the elections. Currently, KI has planned their approval of the different positions in such a way that it is impossible for the DSA to run its elections. As things stand now, there would be one week in December for the DSA elections. This naturally has to be changed and during the meeting DSA will push for earlier dates.

The preparations for the representative fika are going well. The invitation has been sent out; a reminder will follow soon. So far there have been 10 answers, with 8 people joining.

c. Social Events (Linnéa)

Linnéa reports that the Board Game Night with KIPA and Barmedicum has been a success, and that the third DSA hike will be held on Saturday. Linnéa has mostly been working on the Summer Party, specifically with the promotion, volunteers and entertainment. With regards to entertainment, if anyone knows a group/DJ/something else, they can inquire about interest and let the Social Events Workgroup know.

d. PR (Ioanna)

Clara Ersson (responsible for the Doctoral newsletter) will be leaving KI on May 24th. Until a new person is recruited, there will be no newsletter. To counter underpromoting the DSA's work, the DSA news newsletter will be brought back once a month. The first one is scheduled for May 25th. The newsletter will be sent to the Teams' channel first so that the board can comment upon it. If people want to include something in the newsletter, they can send it to Ioanna. There will be a permanent section in the newsletter with the latest blogs.

The next blogging workshop is scheduled for May 11th, 17:00 via Zoom. Ioanna would appreciate it if other board members could be there as well, since having two DSA people there makes running the event much easier. Ideally this person would join on a regular basis. This person might also be someone from outside the board though.

Major promotion for the summer party is going on. Posters are everywhere, social media is being spammed.

e. Welfare and Health (Jelena)

Jelena has mostly been working on the Mental Health Survey, which will be a discussion point later. She has seen that there will be a SULF seminar about the immigration law soon and proposes that the DSA promotes this. The different PR channels we have will be used for this and Jelena will draft a text.

When Robert Harris was auditing a University in Belgium, he found out that they have mental health courses for the students, and he was enthusiastic about the concept for KI. It might be a good idea to look into ways other universities try to improve the mental health of their doctoral students. For example, in Gothenburg they have a mental health coach for PhD students. Jelena will email Robert (CC Manouk) for more information.

There will also be a conference on student mental health soon, with more information published in the KI Careers newsletter.

R5 PhD Conference

The PhD conference will be held on the 29th and 30th of May in Saltsjöbadet. Almost everything is arranged and the workgroup is currently going through the different abstracts and arranging posterboards. Manouk will be coordinating the event instead of the PhD Conference manager. The conference program is very good.

R6 The Senate (Konsistoriet)

The new rector of KI is open to meet and talk to anybody. There will be a Fika with the president in Flemingsberg tomorrow. Another one will follow in Solna next week.

R7 Faculty Board (Fakultetsnämnden)

Daniel reports that a workgroup has been established that should formalize the collaboration between KI and the Stockholm Region with regards to clinically active PhD students. There is also a new workgroup in the committee of research that specifically looks into open science, *i.e.* how to value research, publications and metrics by which scientists are judged. Daniel mentions that a standing point in the faculty board meetings is for students to table any topic. The next meeting they will, for example, talk about the renovation of the MF Building. He proposes he brings up the difficulty of finding enough student representatives to fill all positions. When people have other topics, Daniel can bring up during the Faculty Board meeting, they can send them in to him.

R8 Committee for Doctoral Education (KFU)

Luca reports that there are now three representatives on KFU. Naixuan Pei (the new representative) was meant to come to the board meeting today but could not make it in the end. At the last meeting, the budget for KFU was discussed and they decided that it will be cut here and there, without reducing the quality of doctoral education. A formal decision has not been taken yet, however. The

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supervision courses and the greenlight process have been discussed as well. It has also been decided that KFU will investigate specific courses for PIs that supervise clinically active PhD students. This process has been set in motion, but nothing specific is decided here either.

R9 Committee for Research (KF)

The DSA is still looking for a representative in KF (though there is an undergraduate representative). As such, DSA should promote this position. Currently there is nothing to report. Information from the meetings can be retrieved, however, and Manouk will investigate this.

R10 Medicinska Föreningen (MF) and Fullmäktige (FuM)

MF is currently looking into ways to prolong Therese's contract. There are staff issues at MF, with people leaving or not doing their work. Some of this might eventually become problematic for the DSA, though this is currently not the case.

R11 Other boards, and committees

There is nothing to report from other boards or committees.

Break 18:53 – 19:00

Information and discussion points (max 60 min)

I1 Mental health survey 2023 (20 minutes)

Presenter: Jelena Misic

The promotion of the MHS has traditionally been primarily through e-mail (this has also been our most effective method according to prior data on click-through rates). Last year the DSA sent out quite a few e-mails, and there were a few complaints/frustrated comments. However, it seems that many people do require numerous reminders in order to actually complete the survey.

The board discusses the number of reminder emails and their timing, as well as the promotion of other events. The Mental Health Survey will be opened on the 9th of May and will remain open until the 2nd of June. Data from last year shows that responses peak around when emails were sent out. As the results of the survey are one of the DSA's most important tools in discussions with KI, promotion will be important. Even though the Mental Health Survey will coincide with the promotion of the Summer Party, the survey will get dedicated emails and only on the other channels will both topics be discussed in the same post/newsletter. The promotion will be similar to last year's, with the emails being sent out every week at a regular time, with more frequent reminders the last week. One option that was discussed was to ask doctoral study directors to promote the Mental Health Survey, but the meeting agrees that this is not ideal as it is important that the survey comes through the DSA and not KI.

I2 Summer party (20 minutes)

Presenter: Linnéa Påvenius

The summer party that the DSA will organize together with KIPA will be held in a couple of weeks. As such, the board now needs to discuss a promotion strategy for the party (related to decision point D1) and how to deal with the volunteers, decorations and food. Currently, 165 tickets are sold, which is more than for the Christmas Party 2022 at the same time before the event. The guards need to be ordered on the 10th of May, so having sold more tickets by then would make that easier. The promotion will be done via email, social media and posters. Linnéa also proposed a flash sale where bullar will be given out to people buying tickets. This way, people have a face to the people selling the tickets and the idea is that personal interactions might help with sales. The meeting discusses the options of having a cheaper ticket price during the flash sale, but this is technically very difficult in the Biletto App and as such, the tickets will remain as they are with the remaining 35 tickets available for 50 SEK and the others for 70 SEK. Another reason for this decision is that it is important to stick to earlier agreements that were communicated to the student population. One of the concerns some people have with the flash sale fika, is that it is ineffective for the amount of time and money spent. In the past attendance to the fikas has been low and people are not inclined to stop and talk. Linnéa mentions they will stand in a central location during lunch time and go up to people as well. She and Ioanna plan to be in Biomedicum during lunch hours next Tuesday, so the others do not have to worry about the amount of time this takes. Moreover, the fika can be rather cheap with either homemade kladdkaka or frozen bullar that can potentially be reused for other activities in case they are not all used. The email about the party and the flash sale will be send out on the 5th of May. Instagram and the WhatsApp group will also be used to promote the flash sale and the party. Potentially LinkedIn will also be used.

I1 Bylaws (20 minutes)

Presenter: Niels Krämer

There are some potential changes to the DSA's bylaws that could be implemented this year. These pertain to the makeup and working of the board and having the manager of the PhD conference in the board as well. Niels explains that the DSA will have to come with a proposal that will subsequently be voted on by FuM. He also mentions that the current bylaws on the MF website are not up to date and that he will reach out to them in order to change this.

Luca, Fredrika and Niels will coordinate the process of changing the bylaws. They will set up a way in which all board members can send in suggestions. They will subsequently draft a new version of the bylaws. When doing this, it is important to keep track of the timing of the FuM meetings in order for the new bylaws to be approved before the next AGM.

Decision points (max 15 min)

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D1 Summer party promotion fika (15 minutes), see budget proposal
summer party promotion fika

Presenter: Linnea Påvenius

Considering the promotion for the summer party, the DSA could host promotion fikas where kanelbullar and tickets to the party are sold. The budget for this would be 500 SEK. **The budget is lowered to 300 SEK and approved without against votes.**

Open discussion (max 45 min)

Further update from Konsistoriet

Marlene continues with her updates from Konsistoriet. She mentions that the new rector has made a point of a more inclusive KI where decisions are made through formal ways. Communication is key here. During the last meeting there was a lot of discussions about the budget, and the external members of Konsistoriet (government appointed) joined for the first time as well. The student representatives have brought up that the thought the process of recruiting a new rector was problematic given the antagonistic atmosphere. Konsistoriet decided that the director of KI will investigate the process with regards to technical and managerial issues. The report about this investigation will be published on October 9th.

Marlene mentions that there is also an update from the Research Council with regards to the compensation for the wages of clinically active PhD students when to go to the research schools. Currently, KI only covers 50% of the wages of the students and this has not changed in 10 years. The proposal will increase this to 75% and it may increase according to an index in the future. The Research Council reacted positively to this proposal as it makes it easier for PhD students to actually go to the research schools.

Emails for the party

Three emails. Effective way to get people to the party, is personal contact. Barmedicum tonight. People can get on IG. Picture with poster, send to Ioanna and done.

Promoting specific courses

A reminder about the deadline for applying to courses will be sent out on the General Teams Channel, but no specific courses will be highlighted here. Luca will send out this reminder.

End of meeting: 19:39

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