

Agenda for the board meeting

Date: Thursday, 19th of October 2023

Time: 18:00 – 21:00

Location: **Biomedicum, A0412 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: Fredrika Hellgren; Niels Krämer, Sviatlana Sukhanava, Ioanna Tsea; Luca Love, Osheen Sharma, Jelena Mistic, Axel Winroth

Present: Fredrika Hellgren; Niels Krämer, Sviatlana Sukhanava (via Zoom), Luca Love, Osheen Sharma (via Zoom), Jelena Mistic, Axel Winroth

Absent board members: Ioanna Tsea

Others in person: Jonas Molander (RIMS), Ingeborg van der Ploeg (KI), Malin Essén (RIMS), Leo Gkekos, Katalin Vincze, Luca Andronico (KIPA), Vladimir Pabón-Martínez (KI Careers)

Others via Zoom: Anna Humphreys, Jingjing Xu, Madeleine Lehander, Maria Garasa, Petar Mitev

Formalia

- F1 Opening of meeting: 18:02
- F2 Proper proclamation of the meeting: **Yes**
- F3 Appointment of person to preside the meeting: **Fredrika Hellgren**
- F4 Appointment of person to write the minutes: **Niels Krämer**
- F5 Appointment of person to sign the minutes: **Jelena Mistic**
- F6 Reported absences: **Ioanna Tsea is absent.**
- F7 Previous protocols: **Minutes of the June board meeting, Minutes of the September board meeting and Minutes of the extra board meeting.**
- F8 Approval of the current agenda: **Added one decision point to approve the budget for a joint teaching event for KIPA.**
- F9 Verbalization of the decisions per capsulam:
 - Approved fika budget (500 SEK) for Anahita's fika during the popular science writing workshop for PhD students**
 - Approved the budget proposal to MF for DSA for 2024**

Information and discussion points 1

I1 RIMS

Presenter: Jonas Molander

The RIMS system is being rolled out this semester and a matching system for course organisers of undergraduate courses and teachers (PhDs and Postdocs) is planned. The RIMS system is a large and multifunctional platform and the RIMS team and teachers are here to present and have a discussion.

Jonas Molander presents the RIMS system. See **2023-10-18 RIMS hos DSA.pptx**

RIMS can be useful to automatically build CVs, and to fill out KI's Qualifications Portfolio (used in KI's decision making process for docenture). People can log in on RIMS after the 25th of October to review information. On November 9th, the RIMS information will become visible on ki.se. Between November and February, group information will be added manually. New tools and reports will be added to RIMS continuously (as asked for). In February, advanced filter functions will be added to RIMS.

RIMS will use regular KI authentication for login . There are three main pages in RIMS:

- Home page
 - Publications (claimed and pending)
 - You can decide who will see the publications on your personal page. This data is taken from bibliometric bases. Information can be set to open, KI or private.
 - Grants (claimed and pending)
 - There is currently no way to claim grants via bibliometric tools, this can only be done via RIMS. This data is harvested via the database. In case you add a grant that wasn't in the system, other people will have it pending too as anyone mentioned in the grant can add this to their RIMS page. Information can be set to open, KI or private.
 - Professional activities
 - Module to represent a variety of activities, different positions, degrees are also part of this, and a whole host of other things. Information can be set to open, KI or private.
 - Teaching activities (will be added at a later point.)

In RIMS you can set labels to almost anything and this is important for teaching opportunities as this is how information can be found. All of these labels can be added according to MESH, and Swedish standard for fields of research. Education availability will also be added here.

There will be a teaching module added to RIMS, the aim is to implement this soonish. Labels should be implemented only if there is a use for it. There will be

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three options: Mentor for doctoral student, supervise student, teaching. If people want to be found, they need to tag themselves. Might be useful to flip the functionalities to find teaching opportunities too. Might be as simple as adding a label to see which course coordinators are looking for teachers. The labels might be visible publicly on ki.se, which is especially important for supervising students. It might also be useful for course coordinators. Labels can then be used to get lists of people to contact via the production of a dynamic report.

18:47: Jonas Molander, Ingeborg van der Ploeg, Luca Andronico and **Malin Essén** leave.

Election points

- I1 PhD Conference
Presenter: Fredrika Hellgren

Fredrika reads out the information the applicants have submitted. A student responsible and an academic responsible should be on the grant application by November 14th. Since the board could not interview both people, it is felt that an informed decision cannot be made. The decision to elect a conference manager will be tabled. Meetings with both candidates will be scheduled for next week, and a nomination decision will be delegated to the board members available to attend those meetings. The nomination will then be approved by the board per capsulam.

Marian leaves, 19:08.

Reports from Student Representatives and others

R1 Ombudsperson

There are no updates from the ombudspersoner.

R2 KI careers

Vladimir reports on the following:

- 2023-10-24 [Roadmap to Science Communication: The Writer's Guide to Pop-Science Communication | Karolinska Institutet Nyheter \(ki.se\)](#)
- 2023-10-24 [Career Webinar #3: Job interview preparation | Karolinska Institutet Nyheter \(ki.se\)](#)
- 2023-10-26 [Career development - Networking and using your skills from research to grow you own future | Karolinska Institutet Nyheter](#)
- 2023-11-15 [KI Science Park Day 2023 | Karolinska Institutet Nyheter](#)
- 2023-11-17
- 2023-11-24 [Careers in Health and Science Exposition \(CHaSE\) - 2023 / November 17th \(Campus Flemingsberg\) and November 24th \(Campus Solna\) | Karolinska Institutet Nyheter \(ki.se\)](#)

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- 2023-11-28 [Academic productivity: Work smarter not harder/Work more effectively - November | Karolinska Institutet Nyheter \(ki.se\)](#)

The next iteration of the KI newsletter will be sent in the first week of November. The course catalogue is open. The industry internships are currently ongoing.

R3 DSA Chairperson (Fredrika)

Manouk resigned as DSA chairperson on September 12th, and Fredrika has taken over from that point. The DSA board has met and discussed how to continue in the emergency meeting on September 12th. Fredrika reports she has spent time orienting herself in the role of chairperson. She has had two meetings with Robert Harris et al. where they discussed the role of student representatives have when it comes to assistant students experiencing supervision issues, and the compensation model for student representatives. MF and DSA will have the opportunity to give input on the latter, and this should be done very thoroughly as it will impact on student representation in the years going forward. Fredrika wants to include Daniel Söderberg in the discussions on the new compensation model, as he has been working on this topic already.

R4 DSA Workgroups

a. Doctoral Education (Luca)

The workgroup for Doctoral Education has had two meetings, released the PhD booklet again and have been working on the Mentoring Platform. There has been lots of discussion within KFU and the workgroup. There are currently 643 people on the website, and people are starting to make connections. The idea is let individuals drive the platform themselves as a top-down approach is not going to work with this number of participants.

The previous Academic Productivity Workshop was held on September 28th. We currently do not know how many participated. The November workshop has been announced by Vladimir already. Luca will send out a generic advert for doctoral courses again. Moreover, talks to clinically active PhD students have been given during their introduction lectures. This worked well. The workgroup for Doctoral Education will meet again next Monday.

b. Student Representation (Osheen)

Osheen reports she was involved with the AGM preparation work, and that she forwarded the applications to the nomination committee. She attended the MF meeting for the nomination of Mäster yesterday. It might be smart to prepare this a bit next year. In theory DSA could even nominate someone and this will be something for next year's board to think about.

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c. Social Events (Niels)

Niels reports that the workgroup has had a meeting looking at the planning for the coming period and another one for the Christmas Party. Everything is running smoothly. The coming activities are: a hike on October 28th, a pub quiz with KIPA on November 2nd, and a thank you event for the volunteers of the Summer Party on November 10th. If people are interested in volunteering for the Christmas Party they can contact Niels.

d. PR (Ioanna)

Ioanna is currently absent.

e. Welfare and Health (Jelena)

Jelena reports she is busy analyzing the survey. She got a request to organize two events with KIPA: "Women in Science" and "Queer in Science". This will probably be a lot of work and DSA is already short of people. Both events will be in Flemingsberg, so it might be even trickier to participate as it will be a full day for each of them. Fredrika and Jelena will meet with KIPA and see how feasible this is. Jelena also attended a seminar on salary negotiations. It turns out KI has the lowest levels of salaries in Sweden. It was clear that there are big differences between groups and that KI needs more transparency. Vladimir will set up better contacts between the unions, KIPA and DSA.

R5 PhD Conference

There is nothing to report here at the moment.

R6 The Senate (Konsistoriet) – will come later during the meeting

Maria reports that Konsistoriet has had a retreat on September 5th and 6th, and that they had their regular meeting on October 10th. They discussed **1)** what to advise the government for the research proposition 2024-2027, **2)** the surplus of government money (myndighetskapital) KI currently has and how to use this, **3)** security issues, both espionage and "barrier security", **4)** the collaboration with Stockholm Region and **5)** the merger of BioNut with MedH. Konsistoriet also decided on the budget for 2024.

R7 Faculty Board (Fakultetsnämnden)

There have been two FN meetings since the last DSA board meeting. The faculty board discussed CoARA. They were more positive about advising the rector to sign up, but ultimately did not reach consensus and thus did not advise one way or the other. It seems the rector is leaning towards a positive decision.

KI has sent in some recommendations for the national research proposition. The faculty board has discussed how to include the issue clinically active students can

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have with their KI employment when they go to the clinic. This has sadly been removed for now, but the issue is also being taken up in other groups so it might all turn out ok in the end. It might be worth reaching out to Martin Jarl from DSA to see how the task force is doing that was set up earlier this year.

During the last meeting, the faculty board settled on the budget. KFU will get more money to fund some extra KIDs.

R8 Committee for Doctoral Education (KFU)

KFU had a meeting about the KID review process. They want more clinicians involved in the process and they want more unconscious bias training for the reviewers. This makes getting reviewers even trickier. As such KFU has not reached a decision about the KID review process (yet).

Discussed the ethical review of the thesis. At the moment there is one (1) person to check the ethical reflection in the thesis. It is not worth paying 1 fte for someone to scan through the theses and find very few problems. Moreover, KI might roll out a KI wide system for all scientific ethics that then can be used to check the ethical reflection in the thesis as well. This new system will be set up by one of the other councils. Going forward there will probably be random checks in the theses with regards to ethics.

KFU also discussed diverse recruitment strategies, and whether adverts are truly public. KFU wants to keep funding for local research schools, and potentially expand this to more schools in the Stockholm region and beyond.

The committee had a long discussion about the first author manuscript requirement for graduating from the PhD. Adding this requirement might simply mean a formalization of current praxis. However, it needs to be clear what a manuscript is exactly. In all likelihood, the manuscript does not need to be published at the time of defending. Moreover, if this requirement is changed, it will only apply to newly admitted PhD students.

There was also a discussion about supervisors that do not get their students ISP started within a reasonable time. To ensure ISPs are written in time, KFU could threaten to withdraw resources from the doctoral students. This is the only stick KI has in order to make people do this for students immediately. This would only happen after the study director has reached out repeatedly, and 6 months has passed. The general feeling of the DSA board meeting is that this is unfair, as it will only affect the students and not the other parties involved. It might also not be enforceable in practice according to the Swedish Higher Education Act. The KFU representatives will check how this measure would work in reality and will then bring it up the next DSA board meeting.

KFU also discussed the usage of AI in the thesis. There should be a check box saying how AI was used, stating that the ideas in the thesis are yours and that regenerative AI has not been simply copy-pasted. Journals also start to implement

these systems so KI can follow their lead. The use of Generative AI Might be discussed next meeting.

R9 Committee for Research (KF)

There is currently no doctoral representative on KF.

R10 Medicinska Föreningen (MF) and Fullmäktige (FuM)

The last FuM meeting was short as the audit was not ready yet. MF has terminated the contract with the current CEO because of a lack of trust. At the moment these are all the details that have emerged, though more will be made public at the next FuM meeting. DSA will be very clear we have been happy with Göran.

R11 Other boards, and committees

There are no reports from other boards or committees.

Break from 19:41 – 19:51

19:41: Jelena Misic leaves the meeting.

Information and discussion points 2

D3 DSA's FuM representatives
Presenter: Fredrika Hellgren

A new Fullmäktige (FuM) will soon be elected and DSA can nominate a section representative and substitute. If DSA does not nominate anyone, the chair and vice chair are called as representatives. It is unclear whether the "automatic" nomination of the chair and vice chair means that the FuM seat is transferrable in the event that a new chair/vice would be elected. The question has been posed to the bylaw interpretation committee of MF. DSA needs to submit their representative by the 27th of October.

- Are two current board members, planning to continue and willing to sit in FuM?
- Or should DSA automatically" nominate our chair and vice chair?

Fredrika will follow up with the bylaw interpretation committee to see if the two chair and vice-chair will take the seats. If not, DSA will nominate current board members. DSA needs one representative and one substitute.

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D4 Resources for departmental representatives

Presenter: Fredrika Hellgren and Luca Love

There is a need for more information and resources for local student representatives regarding how to support students who experience difficulties related to supervision. This is something that DSA may be able to provide through a workshop activity, written document, or both. To do that we first need to figure out how local reps experience the process of supporting students who report issues and what the challenges are.

- Would local reps benefit from a "guide" on options for students who experience supervision problems?
- How can DSA better support local representatives?

Fredrika brought this issue up during one of her meetings with Robert Harris et al.. From the perspective of KI and the ombudspersons, the role of the local student representatives should absolutely not be to handle individual cases. They should simply act as support and point people into the right direction, namely the available professional help in the form of the ombudspersoner and study directors. This should be more clearly communicated to the local representatives. Moreover, DSA could write a specific guide for them with this information included. KI and the ombudspersoner could also give input on this potential guide. Luca, Fredrika and Osheen will start drafting such a document. Madeleine might have access to a similar document that is used at Lunds Universitet. She will send this to DSA. The guide will be discussed during the next DSA board meeting.

D5 2023-2024 board handover process and Solvik weekend

Presenter: Fredrika Hellgren

In the past, DSA has done a "strategy weekend" as a board handover activity, which involved staying one night at MF:s cabin Solvik. This activity aimed to facilitate the transition between the previous and newly elected boards and to run through the activity plan for next year.

Last year the Solvik weekend was cancelled in favor of a day meeting held on campus because many people could not attend Solvik. The campus meeting might be an option to consider for this year if it means more people join. It is important that as many board members (new and old) as possible participate in the strategy meeting in order for the activity to achieve the intended goal.

- Should DSA have a board handover weekend at Solvik this year?
- If so, how do we motivate people to join?
- If not, what alternatives should we consider?

The board decides that a meeting within Stockholm is arguably the best option, especially with people travelling back home for Christmas and all the other activities in December. The meeting should happen in the first week of December.

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Klubbvåningen at MF could be used, especially if the fireplace can be used. Niels will organize the handover meeting.

Decision points (30 minutes)

D1 DSA's representatives in FuM (5 minutes)

Presenter: Fredrika Hellgren

This is a moot point as the board will be waiting for the decision for MF's bylaw interpretation committee.

We are not choosing representatives for FuM right now.

D2 Thank you event summer party, see budget proposal Thank you Activity (10 minutes)

Presenter: Niels Krämer

DSA and KIPA want to organize a thank you event for the volunteers for the party. Especially since it's important people are willing to help out with the next party again. **The board approves the budget with no against votes.**

D3 Christmas Party, see budget proposal Christmas Party (15 minutes)

Presenter: Niels Krämer and Sviatlana Sukhanava

DSA will organize a Christmas Party together with KIPA. For this we need to approve a budget in order to book things. The board wants to increase the budget for entertainment to 15,000 SEK. **The adjusted budget is approved with no against votes.**

D4 Teaching event, see budget proposal Teaching Event (10 minutes)

Presenter: Fredrika Hellgren

DSA and KIPA might organize a Teaching Event together. For this DSA needs to approve a budget. This budget is a ceiling and the distribution will be decided upon after seeing how many students will attend. **The board approves the budget with no against votes.**

Open discussion

O1 Functioning of the board

The DSA board members are happy with the way the board is functioning at the moment. The amount of communication between MT and the other board members is good right now, and the open communication is appreciated.

End of meeting: 20:38

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