

Minutes CBH Third-Cycle Quality Council Meeting 3-2020

Date and time:	2020-10-05, 13.00-15.00
Place:	ZOOM
Present:	Christina Divne, Director of Third-Cycle Education and Chair (FA) Inger Odnevall Wallinder, 1st Deputy Director of Third-cycle education (vice FA) Svein Kleiven, Deputy Director of Third-cycle education/Program Director (vice FA/PA) Ines Ezcurra, Program Director (PA) Lea Hohmann, Doctoral council CBH Markus Keskitalo, Doctoral council CBH Minna Hakkarainen, Teacher representative, Campus Valhallavägen Matilda Larson, Teacher representative, Campus Flemingsburg Aman Russom, Teacher representative, Campus Solna/SciLifeLab Johanna Hagerman, Coordinator third-cycle education Åsa Emmer, Program Director (PA) Per Dalhammar, Education administration manager (UA) Johanna Hagerman, Administrator third-cycle education Kristina Jansson, Administrator third-cycle education
Unable to attend:	Fredrik Haggström, Coordinator third-cycle education Johan Rockberg, Teacher representative, Campus AlbaNova-BIO Eva-Rut Lindberg, Coordinator third-cycle education Alexandra Rudyk Kinnander, Administrator third-cycle education Tara O`Keefe, Administrator third-cycle education

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- 1. Opening of the meeting**
Christina opens the meeting and welcomes everyone
 - 2. Appointment of secretary and certifiers**
Secretary: Mia Hjertén; Certifiers: Christina Divne and Inger Odnevall Wallinder
 - 3. Additional point to be added to the agenda**
CSC – Inger Odnevall Wallinder
 - 4. Approval of the agenda**
The agenda was approved
 - 5. Previous meeting minutes**
The minutes was approved without any comments
There is a decision from rector that we can sign everything electronically. Mia will check with Mikael what is decided.

6. Third-cycle education homepage

The external website

How many people actually use it and what is it for?

We have the same information on the internal and external page. Jon suggests that we move all information to the internal page

The external page:

What is the purpose of the page?

Who uses it?

Discussion:

If we shall keep the external page the information must be uniformed between the PhD programs with brief text about our different programs.

We could develop the pages with information how you apply for a doctoral position

- describe the programs
- what is a PhD?
- how you apply?
- where do you find open positions?

KTHs has a really good page and it is better to link to this page:

<https://www.kth.se/en/studies/phd/student/programmes-1.325286> and also a link to the page with open positions <https://www.kth.se/en/om/work-at-kth/doktorander-1.572201>.

With Interviews with actual students at CBH - how it is to be a doctoral student at CBH.

It should be very clear that you need to apply to open positions and a link to main pages at KTH

There should be more connection to the research at CBH – how it is connected to the different programs. What is the research that we want to market? Easy accessible links to different research pages.

Jon will put together some propositions and make a homepage suggestion for us all to review.

7. Career follow-up of CBH program doctoral students (App.2, FA)

(Admitted 2012-2016)

Sent out to the Alumni 2020 with preliminary data.

Previous career follow-ups:

2013 (admitted 2002-2006) = includes alumni 7-11 years after admission

2017 (admitted 2007-2011) = includes alumni 6-10 years after admission

2020 (admitted 2012-2016) = includes alumni 4-8 years after admission Looks at both active doctoral students and alumni

Christina presented the result of the latest career follow-up, please see the presentation on social page CBH Third-cycle education Quality Council.

There are Excel files on KTH webpage for the career follow-up:

<https://intra.kth.se/styrning/utbildning/enkater/doktoranduppfoljning-1.368718>

8. UKÄ evaluation of Chemistry

Deadline in November, Christina added an updated version on the social page.

9. Points raised by the third-cycle administration

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No submitted points from admin

FA and 3rd cycle-coordinator Kristina Jansson has created a roadmap for recruitment, admission and employment of a regular doctoral student (App. 4). It is intended for the recruiting supervisor.

It will be sent to HR for review this week. After that it will be available at the homepage and translated to English:

<https://intra.kth.se/cbh/utbildning/forskarstuderande/rutin-for-antagning-av-doktorander-1.969544>

There are ongoing activities within HR and we need to have a discussion with them before we put anything up on the homepage.

Vice FA Inger will provide suggestions for adaptation for industrial doctoral student and CSC scholarship student.

10. Points raised by the Doctoral council

Social distancing is not working in some common spaces shared by several groups, for instance in Flemingsberg, probably also elsewhere.

We all need to see what it looks like at our different departments – are people on site and are Social distancing working? We have to remind each other and inform persons in charge if it's not working.

11. Update from PA and Program councils

Program CHE (Åsa)

- Courses - Revision round, online courses are given, evaluations
- PhD student experiences from Spring 2020 with Feedback from PhD Council - Mental health issues – many students are sitting home alone and lab work is delayed. There are different rules in different divisions. Some student cannot come to the lab at all and some students are working full time in the lab. They are positive to the online courses that are given.

Program TH/MT (Svein)

- Technology on Health had a meeting in June where we discussed the corona situation for students and the follow up of the
- Medical Technology we can admit students again and the agreement will be signed

Updates from last Third third-cycle Quality Council meeting

Decision on FCK3310 Research Integrity

Is there a general course for school or for KTH?

Are there any Ethics courses in other schools?

Cristina Moberg can only take 20 students at the time and as she is retired she will not be giving the course.

12. Thematic discussion point: Quality development JML

JML is a KTH-specific acronym. People outside KTH will not know what this acronym means, so be prepared to explain. The acronym also does not work well in English.

What does JML mean?

Jämställdhet (equality): everyone has the same power to shape society and one's own life regardless of gender (and other aspects)

Mångfald (diversity): the appreciation of differences without reinforcing stereotypes

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Lika villkor (equal terms): everyone should have the same conditions for power and influence, economy, education, health, physical integrity and even distribution of the unpaid the care work

KTH's JML workshop is mandatory for all PAs at all cycles: 1st workshop 28/9 was attended by Christina, Inger, Svein and Åsa. UKÄ will follow up in 2022 and we have only 2021 to take action.

We will need to address at the program level:

- Content (innehåll): how and where do we provide knowledge about JML in the program (courses, thesis work, supervision)
- Plan (utformning): there needs to be a clear structure for when and how the JML is integrated in the programs, and for how JML is followed up
- Execution (genomförande): refers to how the students/teachers/supervisors performs the JML education (gender-aware and inclusive pedagogy), and that there are routines and information to work against all types of harassment
- Christina (FA) and Ines (PA BIO) have attended LH225V Gender Theory and Gender Equality in Technical Higher Education, 4.5 hp

We need to get a plan in place that we can implement for next year. We would benefit for a module or a course that we can implement, there might be something from KTH central,

We will start to form a workgroup today that will present at the next QC meeting - that meeting will be dedicated to that point.

What can we do that is realistic and effective to 2022?

Members of the work group: Christina, Ines, Johanna, Svein, Åsa, Minna and Matilda

If you can suggest any other persons, please talk to them and email their names to Christina as soon as possible.

13. Additional points

We should think about CSC possibility as the KTH portal is soon open for CSC students and researchers. The PhD students need to follow the greenlight process and you need to have a position open. Before we say yes to the applicants we need to have all in order. Is it realistic to have these scholarships for 4 years since we need additional funding? The head of the department has to approve the economy.

Deadline to adding things to the portal is October 10.

We could have deadlines in August for those who are planning to hire CSC students.

Inger, Christina and Svein will work at one adapted Greenlight form together with suggestions for a deadline. And they will have a meeting with HR and PhD admin to clarify the process.

14. Upcoming meeting

QC4 planned for early/mid December 2020
Program directors to plan PC meetings (at least 4/year)

15. Closure of meeting

It is important that the everyday issues are discussed in the program councils

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Datum

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2020-10-05

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Christina Divne

Inger Odnevall Wallinder