



Meeting notes to CBH Third-Cycle Quality Council Meeting

Date and time: Tuesday 2019-12-10, 09.30-12.00
Place: Campus Albanova Roslagstullsbacken 21, floor 3, room FA32 (opposite the restaurant)
Invited: 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)
Åsa Emmer, Program Director (PA)
Ines Ezcurra, Program Director (PA)
Valentina Furlanetto, PhD council CBH
Andreas Wisniewski, PhD council CBH
Minna Hakkarainen, Teacher representative, Campus Valhalla
Johan Rockberg, Teacher representative, Campus Albanova-BIO
Patrick Norman, Teacher representative, Campus Albanova-TCB
Matilda Larson, Teacher representative, Campus Flemingsberg
Aman Russom, Teacher representative, Campus Solna/SciLifeLab
Adil Mardinoglu, Teacher representative stand-in, Campus Solna/SciLifeLab
Per Dalhammar, Education administration manager (UA)
Eva-Rut Lindberg, Coordinator third-cycle education
Fredrik Häggström, Coordinator third-cycle education
Kristina Jansson, Coordinator third-cycle education
Nancy Hakala Malave, Administrator third-cycle education
Johanna Hagerman, Coordinator third-cycle education
Alexandra Ryduk Kinnander, Administrator third-cycle education
Tara O'Keefe, Administrator third-cycle education
Minutes: <https://www.kth.se/social/group/cbh-fou/>

Agenda

- 1 Opening of the meeting
- 2 Appointment of secretary and certifiers
Volunteers: Inger Odnevall Wallinder - secretary, Ines Ezcurra and Svein Kleiven – certifiers
- 3 Additional points to be added
some from Christina D
- 4 Approval of the agenda
Approved
- 5 Previous meeting minutes (attached to the agenda and available on our social page)
No comments – see social page for details
- 6 Third-cycle quality assurance system (QA) and organization (FA)
 - Christina D informed about the importance to be aware of the different steering documents that form the basis for how to work with quality in the PhD-programs (evaluated by UKÄ during the fall 2019) – all documents available at our social page
 - Discussion on goals with PhD program, need to consider the purposes of HE (higher education) in the PhD-programs
 - Important to have harmonized ways to consider quality assurance in the PhD-programs at CBH

- Presentation of KTH model for implementation of ESG (slides 11-13)
- Prodekanus (Leif Kari) highly focusing on the “program-aspect” of the PhD education and hence the importance to strengthen the program concept as a way to improve quality
- Presentation of the present organization with 3rd cycle quality-, program- and PhD councils and their respective responsibilities.
- Presentation of the CBH operational plan for 2019 and what has been done so far. Some actions still remain (see slides 24-25), some discussion on;
 - harmonized ASPs proposed to the LGR in March 2019 – no decision made.
 Action: remitted ASPs to the program councils for clarification/revision
- Work to clarify the mandate of PA in relation to supervisors is still on-going (new PAs have been recruited, program councils have been created). The students ask for more strong mandates of PA/FA. Action: task on-going
- On-going action: identify and improve conditions of unbalanced study environments
- Request to add searchable information of international study/work practice of PhD-students in the study plan for annual monitoring
- Course revision on-going
- Identification of sustainability relevant courses (needs to be a learning outcome) – on-going
- Patrick N raised the possibility to merge small programs into larger programs
- Course in Research Ethics will possibly be compulsory for all PhD-programs at KTH (no decision yet)

7 Updates previous points from QC3 meeting (FA)

- UKÄ evaluation KTH QA system 2019
 - Too early for the individual programs – wait for input from KTH central level
- CBH third-cycle course revision 2019
 - On-going
- Revision of doctoral program descriptions and general study plans
 - Wait for input from KTH central level
- Green light process
 - Decision to come from the head of the school on revised Greenlight form

8 Updates from the KTH and CBH boards and councils (FA)

- Information from Christina – KTH does not object to charge the supervisors of the PhD-students for giving PhD-courses.
- Patrick N – possibility to receive a mandate from the CHB board for the possibility to have a fee for PhD-courses that uses expensive instrumentation.
 - Action: A proposal will be made by Inger/Åsa for how to handle costs for expensive instrumentation used in PhD-courses.
- All employees are entitled to have development dialogues, including PhD-students – the responsibility lies on the main supervisor
- Discussion on that private funding is not allowed for PhD-studies and that some scholarships are allowed and others not – problematic with current exceptions (e.g. CSC, Sida-financed- and other scholarships).
- Svein: difficulties that funding for Marie-Curies positions only is given for 3 years. How to finance the 4th year. Same problem with e.g. Formas-funding
- New version of eISP is coming next year
- New eISP administrator: Anna Sandberg
- Next PhD-day: Oct 2, 2020
- The strategic CBH board wants to discuss quality of courses and scientific papers
- Discussion on-going at KTH related to the number of course credits, 60 hp or less. If changes will be done

there is a need to think about effects on program levels.

- Eva-Rut needs information on examination modules/credits and organization code before Christmas

- Problems mainly at the BIO-department due to lack of information/knowledge of/from the course examiners who has passed a course or not – creates a lot of frustration for the students and extra work for the administration.

9 Update from the third-cycle education administration (Administration)

See social page for details

10 Update from the program council meetings and activities (Program directors)

Åsa/Ines/Svein

- Reluctance from teachers of PhD-courses at CHE to upload and make course evaluations public => minimized information not relevant or useful for anyone

- Teachers at CHE negative to the new seminar course.

- Discussion related to the need to unify the half-time protocol for all PhD-programs at CBH based on existing protocols (STH, BIO, CHE)

- The PhD-students want the school to see them as independent scholars – not as being in “the hands” of the supervisor

- Consolidation of the PhD-community – e.g. develop different activities

11 Quality and experience of the plagiarism analysis software Urkund (All)

-Urkund is not picking up all plagiarism – Turnitin better.

12 Thematic discussion point: Quality culture: What is it? How do we build it? (All)

See social page for details

13 Additional points

- Thematic discussions at the 3rd Cycle Education Quality Council meetings?

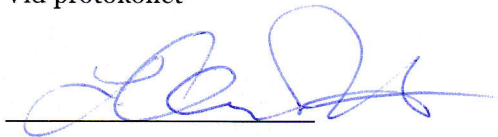
Suggestions for next meeting to Christina D

14 Upcoming meetings (QC, PC, FADR)

See social page for details

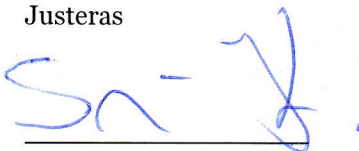
15 Closure of the meeting (FA)

Vid protokollet



Inger Odnevall Wallinder

Justeras



Svein Kleiven



Ines Ezcurra