

Agenda, PhD committee meeting 17 January 2023

Information: **GSTS PhD Committee meeting**

Opening meeting at 12:00-12:40, ordinary meeting at 12:40-14:00.

Time: Tuesday 17 January 2023 at 12:00 - 14:00

Place: Building 1520-731 (Sea View) Ny Munkegade 120, 8000 Aarhus C

Participants: Lis Wollesen de Jonge, Stefan Hallerstede, Brian Vinter, Marianne Hammershøj, Claudia Nielsen, Julie Frost Dahl, Emilie Nicoline Stepien, Anne-Cathrine Storgaard Danielsen, Thea Quitsgaard, Aaron Hurst

Apologies for absence: Hadi Sehat, Ida Marie Gerdes, Morten Frederiksen

Secretariat: Lone Iversen, Rikke J. Ljungmann

Item 1: Round of introduction (5 min)

Item 2: Rules of procedure for the PhD Committee (10 min, Stefan Hallerstede)

The retiring chairman of the GSTS PhD Committee, Stefan Hallerstede, will inform the committee members of the Rules of procedure for the PhD Committee.

Appendix item 2: Rules of procedure, PhD Committee at TECH

Item 3: Information concerning the PhD Committee's tasks (10 min, Stefan Hallerstede)

Stefan Hallerstede, retiring chairman, will inform about the PhD Committee's tasks.

Item 4: Election of 1) chairman, 2) vice-chairman, 3) representative for the joint course committee GSNS and GSTS and a representative for the AU well-being committee (10 min, Stefan Hallerstede)

A new chairman (VIP) and vice-chairman (PhD student) for the PhD committee will be appointed. The appointment is for the period 17.01.2023-31.01.2024.

The chairman and vice-chairman of the PhD committee are born members of the course committee (see appendix item 4). In addition, one additional member from each of the two PhD committees will be appointed. The appointment is for the period 17.01.2023-31.01.2024.

The Course Committee has requested a graphic overview of the relation to the PhD Committees. Please find the overview and the Terms of reference for the joint Course Committee in the appendix.

A member (PhD student) of the central AU well-being committee will be appointed. The appointment is for the period 17.01.2023-31.01.2024.

The Heads of graduate school at Aarhus University have established the well-being committee. All of the five Heads of graduate school are members along with the one PhD student representative from each of the five PhD committees at AU and representatives from the central PhD association at AU, AUPA.

Appendix item 4: Terms of reference_Joint course committee GSNS and GSTS including overview

Item 5: Any other business (end of opening meeting) (5 min, Stefan Hallerstede)

Item 6: Approval of minutes from the PhD Committee meeting on 21 November 2022 (start of ordinary meeting) (2 minutes, Chair of PhD committee)

Minutes from the last PhD committee meeting on 21 November 2022

Appendix item 6: Minutes TECHPhDCommitteemeeting 21.11.2022

Item 7: Approval of agenda (2 minutes, Chair of PhD committee)

6. Approval of minutes from the PhD Committee meeting on 21 November 2022 (start of ordinary meeting) (2 minutes, Chair of PhD committee)

7. Approval of agenda (2 minutes, Chair of PhD committee)

8. Announcements – Overview of assessment committees, exemptions, etc. for the period 2 November 2021 to 12 January 2022 (2 minutes, Chair of PhD committee)

9. Exemption from ECTS requirements (5 minutes, Brian Vinter)

10. Status on Action Plan (10 minutes, Brian Vinter)

11. Topics on the agenda throughout the year (5 minutes, Chair of PhD committee)

12. A course on “How to manage your PhD project” (10 minutes, Rikke J. Ljungmann)

13. For your information (2 minutes, Chair of PhD committee)

14. Any other business (2 minutes, Chair of PhD committee)

Item 8: Announcements – Overview of assessment committees, exemptions, etc. for the period 18 November 2022 to 10 January 2023 (2 minutes, Chair of PhD committee)

Announcements - Overview of assessment committees, exemptions, etc. for the period 18 November 2022 to 10 January 2023.

Appendices item 8A, 8B and 8C Reports from PhD planner

Item 9: Exemption from ECTS requirements (10 minutes, Brian Vinter)

At the moment, PhD students should apply for exemption if ECTS are less than 28 ECTS and more than 31 ECTS. It is still necessary to uphold the requirement for application for exemption if ECTS are below 28. A discussion is desired as to whether PhD students should still apply for an exemption if ECTS are more than 31 ECTS.

Item 10: Status on Action Plan (10 minutes, Brian Vinter)

Item 11: Topics on the agenda throughout the year (5 minutes, Chair of PhD committee)

Any suggestions regarding topics to be on the agenda throughout the year.

Item 12: A course on how to manage your PhD project (10 minutes, Rikke J. Ljungmann)

Item 13: For your information (2 minutes, Chair of PhD Committee)

- Minutes from the last Course Committee meeting on 11 November 2022

At the meeting, the Course Committee asked to see future course evaluations Concerning the Science Teaching after each held course in order to be able to follow changes and improvements of the course.

Rikke J. Ljungmann follows up.

Appendix item 13: Minutes Course Committee meeting 11-11-2022

Item 14: Any other business (2 minutes, Chair of PhD committee)