

MINUTES PHD COMMITTEE MEETING 04 MAY 2023

Time: Thursday 04 May 2023 at 13:00 – 15:00

Place: Online via Teams

Participants: Anne-Cathrine Storgaard Danielsen, Brian Vinter, Julie Frost Dahl, Lis Wollesen de Jonge, Marianne Hammershøj, Morten Frederiksen, Stefan Hallerstede

Apologies for absence: Ida Marie Gerdes, Thea Quistgaard, Aaron Hurst

Secretariat: Frederikke Kongstad Hansen, Lone Iversen, Rikke J. Ljungmann

Item 1: Meeting information

There was a round of introduction. The committee was informed that from fall 2023, Frederikke will be taking over the secretariat support of the PhD Committee.

Item 2: Approval of agenda (2 minutes, Stefan Hallerstede)

The agenda was approved.

Item 3: Approval of minutes (2 minutes, Stefan Hallerstede)

The minutes were approved.

Item 4: Announcements – Overview of assessment committees, exemptions etc. for the period 17.11.2022 – 25.04.2023 (2 minutes, Stefan Hallerstede)

The announcements were approved with no comments. If anyone has any comments or corrections in this regard, they should be sent directly to Lone Iversen.

Item 5: A course on ‘How to manage your PhD project’ (15 minutes, Stefan Hallerstede and Anne-Cathrine Storgaard Nielsen)

It was discussed if the course could be useful for students at GSTS. It was also discussed whether the course should be a joint GSTS course or locally anchored.

Action: *The administration has received different ideas about the content of such a course. These will be sent to the committee members by e-mail. It was agreed to discuss the course at the next Programme Chair meeting.*

Item 6: Individual courses (Stefan Hallerstede, 5 minutes)

6.1. *Sustainable changemakers*

Approved with no comments.

6.2. *Applied Statistics*

It was agreed that the PhD Committee will discuss the course description when available, if necessary, through a written e-mail hearing.

Item 7: The transferable skills PhD course portfolio GSNS and GSTS for 2024 (Stefan Hallerstede, 5 minutes)

The PhD committee approved the course portfolio for 2024.

Item 8: How to encourage more students to join the PhD Committee (Brian Vinter, 10 minutes)

It was agreed that written communication is not effective, and that personal communication might be the more useful. It was suggested to identify events where PhD students are present, e.g., the GSTS Introduction Day or local social events. It was suggested to emphasise to the PhD students what there is to be gained from joining the PhD Committee.

Item 9: News from the PhD students (10 minutes, PhD students)

A question was presented related to the Psychological Counselling Service and the need to contact “the manager” to receive psychological counselling. It was clarified that for PhD students, it is the Graduate School that must be contacted in this regard.

***Action:** The students have been informed about this through the newsletter before, but the information will be communicated through the newsletter again.*

Item 10: News from the Well-being Committee (Julie Frost Dahl, 5 minutes)

Julie Frost Dahl informed the PhD Committee about the main points at the last meeting in the Well-being Committee in March. The main topic was ‘MUS’. It was identified as a problem that some PhD students are not offered a MUS. Brian Vinter clarified that all employed PhD students must be offered a MUS as all other employees, and that MUS with non-employed PhD students is highly encouraged.

The issues “Please do not steal my work” and the Well-being catalogue were also discussed at the meeting.

Item 11: News from The Course Committee (Stefan Hallerstede, 5 minutes)

Stefan informed that the Course Committee (Chairs and administration) has invited the lecturer for a meeting to discuss:

- *How to better integrate students who do not teach at the time of taking the course or who do not teach at all.*
- *The possibility of including some questions from the lecturer in the course evaluation.*

Item 12: Research environment change (Julie Frost Dahl, 10 minutes)

Julie Frost Dahl mentioned that some PhD students are asking for more clear guidelines/advise on the research environment change. It was mentioned that some of the information at the AU website is confusing as it is general guidelines for all AU students.

Action: *The administration will contact the administrators of the AU website and talk to them about the possibility of including more information. Julie Frost Dahl will send the information she has received to the administration so this can be included.*

Item 13: For your information (Stefan Hallerstede, 2 minutes)

No comments.

Item 14: Any other business (Stefan Hallerstede, 2 minutes)

The Committee elected Anne-Cathrine Storgaard Danielsen as substitute member in the Well-being Committee.