DION board meeting summons

Time  Monday April 13, 09:00 – 12:00
Place  Studenttinget meeting room, Stripa, Gløshaugen
Present  Clara Good, Fernanda Acre Pacheco, Morten Stornes, Marthe Emelie Melandsø Buan, Øyvind Storesund Hetland, Philipp Spenhoff
Absent
Observers
Secretary  Andreas Noteng

Agenda

1  AGM
Preparation for DION’s annual general meeting 22 April
• Speaker from SiT
  o Åsmund Berstad from SiT Råd will hold a presentation on
• Food for the AGM. Send email to Clara if you have a better suggestion for food other than pizza.
• Organization and information spreading
  o Put up the invitation on the info-screen.
  o Øyvind will put up som arrows to point people in the direction of H3
  o Andreas will arrange for voting slips.
• Changes to statutes?
  o Change postdoc to postdoctoral fellow and doctoral candidate to PhD candidate
  o Should we explicitly include postdocs?
    ▪ Yes, the statutes should include postdocs
  o Should we include election committee?
    ▪ It was decided that the statutes should be changed to: The AGM can elect an election committee.
  o It was discussed if there should be a limit on the number of board members.
    ▪ The board decided to limit the size of the board to 7 members and one leader.

2  DION internal projects – status
Status report and planned activities in DION’s internal projects.
• PhD candidates and Bindeleddet
  o We only need to test it before sending out information to the PhD candidates
- We should include information on setting up email aliases in the information we send out
  - Once the collaboration with Bindeleddet is finalized we should contact the other recruiting organizations and ask them to include PhDs.
- We will send out a letter to the faculties regarding employee appraisal interviews before the end of the current board term.
- Duty work regulations
  - Contact Tekna and ask if they’re interested in a collaboration
- Working capital
  - Open point for the next board
- Event funding
  - Inform the next board about the history of event funding.
- Wrap-up and plan for hand over to the next board

3 Updates from meetings and activities
- Institute leader meeting
  - Clara gave a short summary of the meeting
  - In the future DION should try to be represented at every meeting.
- Status report from the work group on PhD handbook revision/Fernanda & Morten
  - The handbook is out on hearing. We have until April 27 to comment.
  - The new handbook is also for supervisors and people involved in PhD programs.
  - The new version of the handbook has been compacted. A lot of information will be kept up to date on the website. DION should ask to be included in the website work.
  - DION should add to the hearing reply that the information package should be sent to the candidate along with the contract.
  - DION will write a hearing reply, and make sure that the new board follow up on the PhD website.
    ▪ The content of the reply will be agreed upon with email

4 PhD cases /Clara NOT PUBLIC
Updates on ongoing PhD cases.

5 Current issues in SiN /Morten
The AGM will be held in the end of May. A date will be set on the board meeting this week.
Please mention SiN at the DION AGM.

6 Events/Marthe Emelie
Status and plans for DION events
- DION@Trondhjem Mikrobryggeri 14 April

7 A.o.b
Open point. Any topics can be announced before or at the meeting.
- E-mail lists – who should be on them?
  - Andreas will take responsibility for keeping them updated.
- Procedure related to summons and minutes
  - The minutes should be sent out within a week after the meeting. After they are sent out attendants have one week to reply.
- Compensation for DION board work – status of the applications
  - Board compensation applications will be sent together next week.
- Letter of confirmation for the board members will be written and signed by the DION President.
- Website launch. Are we ready?
  - We will launch the website.

Meeting adjourned 11:57