

DION board meeting minutes

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| Time | Wednesday June 1, 12:00-17:40 |
| Place | NTNU Gløshaugen, Gamle fysikk, room 207. |
| Present | Øyvind S. Hetland, Kam Sripada, Mathias Arbo, Enrico Ricco, Sam A. Kasimba, Tu Ying, Elli Verhulst, Alexander Busch, Shareq Mohd Nazir, Mohammad Saud Afzal |
| Absent | Lina H. Ingeborgrud, Vegard Hagen |
| Observers | |
| Secretary | Kine Sørli |

1 Introduction, agenda, purpose of meeting

Øyvind and Kam welcomed to the meeting:

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DION board transfer meeting, June 1, 2016.

The main purpose of the meeting is

- for the new (current) and previous boards to meet each other for the purpose of collaboration,
- for the new board to get to know each other, and
- to utilize the experience of the previous board through summaries of projects, ideas and information.

We have a set agenda, and limited time, but it is important to save some time at the end for productive ideas and topics that have come up during the meeting. Kine will take meeting notes during the meeting. These minutes are official, and will be put online. If voting is required at any point the new board decides whether to include the former board in the vote. The meeting will be led by Øyvind and Kam, since they are the President and VP of the former board.

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Everyone introduced themselves, their research and affiliation, and where they are from.

2 Update from SiN and feedback from SiN AGM "Eurodoc in Norway" short briefing

Enrico and Sam oriented from the SiN's annual general meeting at NMBU.

Topics from the AGM:

- Enrico got elected to the new board of SiN!
- It's important to support SiN at the future events/arrangements. How is it possible to make SiN stronger and secure enough participants on the SiN activities?
- Eurodoc in Norway, what should be the frames for the organization? Eurodoc is the overall organization for PhD and postdocs in Europe.
- Norway (Oslo) will host the 2017 Eurodoc meeting around April 2017.

3 Updating DION design and materials - Sheila Aldariz - NTNU portfolio

Kam oriented about the situation about DION's design and materials.

The current logo and design is old, and the only promotional material is a roll-up who is in Norwegian. It is time to renew the design and material. Sheila Aldariz has been in touch with Øyvind and Kam and offered herself to assist DION in renewing the design. There is also a possibility to contact the graphic design environment at NTNU Gjøvik.

Kam will keep in touch with Sheila and follow up.

4 PhD budget and duty works projects

Alex oriented about the two projects he has led for DION over the last year on PhD candidates budget and duty work. The gathering of information was made through an ePhorte inquiry to the faculties and departments. Ten replies came in from different faculties and departments. These replies were the foundation of the two reports, which can be found at the DION network.

Main findings from the project:

Budget:

- It is necessary to have transparency in the PhD candidates budget so that it's easy to have control over the budget situation. Currently, depending on faculty/department, some PhDs find it difficult to obtain information about their own PhD budget situation.
- It is not defined what the budget should cover (infrastructure, equipment, travels). There should be a minimum on what the budget should cover.

Duty work:

- The implementation of the guidelines for duty work is not yet finished at NTNU. The guidelines have some very soft wording, so DION propose to change some of the soft words as "should have" to "shall".
- DION also proposes that the local guidelines/restrictions should be more available and transparent, and they should be according to the central guidelines.

Next step:

The two reports will be sent out to the respondents through ephorte and also made available at the homepage of DION. DION should keep track of all incoming cases (both personal and political) that touch upon duty work or PhD budgets, and should follow up on the proposed changes in regulations and recommendations that will come from the University Research Committee.

5 Feedback on NIRS/NTNU HR academic career planning REFLEX project

Kam oriented from the meeting with NIRS and the HR-department about academic career planning. There was a brief discussion regarding career planning for PhDs and post-docs at NTNU.

Elements from the discussion:

- It's difficult to get an academic career after finishing the postdoc period. Only 10 % of the postdocs will continue in the academia.
- This is a typical problem in Norway where the academic environment is very small.

Kam will give some feedback to NIRS/NTNU HR based on the discussion. REFLEX is a two-year Euraxess project aimed at making the career options for researchers more available and transparent.

6 "PhD with kids"

Alex oriented about the experience of having kids while working the PhD and the challenges that comes with that.

Alex propose that DION will have an analysis via a survey among the PhD candidates and identify what issues exists according to have kids while working as a PhD candidate.

Should the survey also contain family questions? Many people live apart from each other and need to have flexible frames to be able to finish the PhD thesis, for example caring for elderly parents and potentially long-distance partners.

Guro Busterud, member of the NTNU board, is also working with this theme and is going to propose that the current practice at HF faculty where PhDs that have been away from their PhD for more than 6 months due to sickness or parental leave get one month extension on their PhD is extended to all of NTNU and to post-docs. Øyvind will ask her to send out an English summary on e-mail.

7 Event brainstorming

Kam introduced her ideas about future DION events. Many ideas and not enough time to discuss, so Kam will start email for further discussion.

Partnering for larger events.

- 25. August: NIRS has invited DION to co-organize the NIRS annual international employee party. DION has helped NIRS organizing the party in the past and has offered to do that this year too.
- Other possible partner organizations?
 - o IEEE/ Filippo Sanfilippo – Mathias will follow up
 - o NTNU Alumni
 - o Nor-Alumni (China, etc. ?)
 - o Tekna, Forskerforbundet, etc.
 - o DION subchapter-type groups at faculty/institute level

Special DION events:

- 14. June Korsvika BBQ/walking event, kl. 17: Mathias takes the responsibility for the June event. Enrico, Hammad, Kam and Tu will help out. DION can provide the grills; Mathias will look into using a vehicle from NTNU. Invitation will be sent out on Facebook.
- Welcome event – show a movie again this year on campus? We showed PhD Movie (1 and 2) last year at Gløshaugen with pizza – ca 60 participants.
- Annual General Meeting – what worked, what to change? Not enough time to discuss

Smaller regular events:

- Happy hour – make a strategy? No time to discuss

Funding idea for DION “subchapters”:

- Kam suggested offering a small grant (ca 1500 kr) to DION subchapter-type groups at the faculty/institute level. Idea is that they can write a short email application with budget and funding request to co-organize events. This would have to be clearly announced to all faculties via email and website. Could begin with a maximum of 6000 kr and assess the level of interest and approve requests by email/at board meetings. Kam will suggest this idea by email and can take the lead.

8 "Digital archive/collaboration system"

Alex oriented about the archive history of DION.

DION needs a document management system. There are some options among the systems at NTNU. Alex suggest that the board take a look at these systems and evaluate what is the best option for DION.

Alex is willing to work further on and figure out which system is best suited for DION. Øyvind will fix the current folder-mixup on the NTNU network.

9 Post-doc survey

Elli oriented about the idea behind the survey and the results from it.

The results are gathered into a report and will be published at the homepage, and also send out to the respondents. (Update: This was sent out to respondents 2. June.)

10 Potential collaboration with NTNU Sustainability that is starting 'Forum of Young Scholars in Sustainability (FYSS)

Elli oriented about the project. She is going to a meeting with the FYSS this Monday. Also Øyvind and Sam plan to join the meeting, and a meet-up on this Sunday. Øyvind will present DION and the potential of a DION-FYSS collaboration at the Monday meeting.

11 Options for board organizational structure

Kam oriented about how DION have organized the board earlier. Until 2014/15 DION had a more rigid structure, with titles and areas of responsibility for each board member. Starting in 2015 all board members worked and contributed on a project/on-demand basis.

Elements from the discussion:

- Should there be separate roles in the board? Then there is easier to have someone responsible for the different tasks. It's not said that the person that would be responsible should do everything up on the different tasks.
- It is not necessary that everyone should have a title, it's more about allocate the responsibility between the board.
- Can it be divided in 2 areas? The regular work (information, homepage) and more project-based work?
- How can we allocate the workload evenly among the board?

Until Lina is back, everyone should figure out what they want to work with and this will be discussed at the next board meeting.

Election of vice president:

Kam wants to go for reelection as a vice president.

The board elects Kam as a vice president by acclamation.

12 Budget overview and planning

The economic situation is the same as at the AGM. Kine will send out a status report on e-mail. More than half of the funding for 2016 is available for the second half of 2016, ca 60 000.

13 Short briefing on active DION topics/projects/cases

Øyvind oriented about some of the cases DION worked on last period.

Student status for PhDs

The case was about that the current practice where PhD candidates can pay the semester fee and then get student discounts. Øyvind encourages the new board to work further with the case.

Academic regalia

Earlier this spring DION got an inquiry from a PhD candidate that wants NTNU to get the design for academic regalia. NTNU is going to get new robes for the new deans next year and there is a chance to get the designer to make a suggestion for PhD academic regalia. The PhD candidate that got in touch with DION has got the responsibility to find out if there is really a need among the PhD alumni, while DION will communicate with the NTNU designer about the possibility of a robe/regalia design.

Insurances for employees

What insurances are valid for PhD candidates when they travel? DION should follow up on this and make a summary of the rights for the PhD candidates. NIRS should be contacted too.

Security issue with email-script on the DION webpage

Øyvind oriented about a script on the homepage according subscription of the homepage. Mathias will take a look on it.

AirBnB- and Uber-ban at NTNU

Øyvind oriented about the restriction from NTNU among using Airbnb and Uber.

Outreach to Gjøvik, Ålesund and HiST

Øyvind encourage the new board to outreach to the PhD candidates and postdocs in Gjøvik, Ålesund and the old HiST.

Salary for PhD candidates

Øyvind oriented about the recent changes in salary negotiations: the unions are going to negotiate on salaries for the PhD candidates. This will be dependent on which union the PhD candidate belongs too. DION should make a statement about this to secure equal frames for all the PhD candidates.

New model for publications of articles

Kam oriented about a new model for publications and how to calculate publications points.

How can we reach out the faculties representative?

Alex suggested that maybe Guro Busterud can take the role of collaborate the faculty representative and then make a closer cooperation.

The meeting was adjourned at 17.40.