

DION BOARD

Meting: Dion board meeting

Date: 24.11.2020

Place: Microsoft teams

Attending:

Idd Andrea Christensen, Lisa Tietze, Irina-Mihaela Ciortant, Elodie Besnier, Faiga M. Alawad, Musab Khalid Annaqeeb, Aida Akbarzadeh, Anna Kristin Kvitle, Kine Sørli.

Guest: Patrick Reurink, senior adviser for research

1. Meet and greet: quick check-up.

Time		
12:00 - 12:10	Idd goes through the agenda of the meeting	

2. Patrick Reurink – ENHANCE board member

Time		
12:10-12:30	The research council of NTNU want to challenge DION to help them find a PhD board member for the university alliance ENHANCE were NTNU is collaborating with TU Berlin, Chalmers, RWTH Aachen, Warsaw UT, Politecnico Milano and UP Valencia. They have a common meeting once a year.	Patrick Reurink
<p>Presentation slides will be shared on Teams</p> <ul style="list-style-type: none">- Consortium with 7 technical European universities (tech and natural science perspectives), coordinated by TU Berlin and funded by Erasmus +.- Aim:<ul style="list-style-type: none">o Creating models to facilitate collaborations between universities.		

- Long-term: drive societal changes through alliance between universities. Initial priority topics: digitalisation, climate change, cities. Engineering, urban planning are the first areas of collaboration.
 - Mostly focus on educational components first (bachelor and master)
 - A 3-yr project. It is likely that the consortium will have funding after that.
 - Governance structure:
 - Board of director from different university (Rector + students + core officers of the project);
 - Student forum with 2 representatives from each institutions (Master and bachelor students).
 - General Assembly (GA): 4 representatives from each university (scientific, admin, student, PhD). The GA meets once a year – they need a PhD rep for this
 - Recruitment of the PhD representative for NTNU
 - Duties: mainly attending the GA once a year. They will also receive regular updates from the project to keep up. During the meeting, representatives comment on the previous work, on the updates in order to provide feedback from a representative body. If there was an interest to do more, this can be explored as part of a workpackage.
 - Profile: someone with at least 2 years left on their contract. Someone with an interdisciplinary background.
 - Compensation (in duty work or extension): this shouldn't be too much work but if the amount is a lot, this can be discussed.
 - PhD needed ASAP but at least by the end of the year, January 2021 at the latest.
- ⇒ Aida has volunteered to join this group as NTNU's PhD representative.
- ⇒ Idd will email this information to Patrick

3. Ethic committee replacement – status

Time		
12:30-13:40	How to follow up on this task?	Musab
9 applications received, 8 of which followed-up. Musab wrote to the contact at the Ethics committee but has received no answer yet. We don't know the criteria used to select a candidate so we can't make a selection. All the applicants meet the general criteria they provided at the last DION meeting.		
⇒ Idd will send a reminder for the committee to pick the candidate themselves.		

4. Meeting with Bjarne Foss about corona contract elongations.

Time		
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12:40-13:00	We have already sent a powerpoint presentation. Do you have anything else you would like us to mention?	Idd/Lisa
<p>On Thursday 26th November 2020 Lisa and Idd will meet the pro-rector of research to talk about contract extensions and present the results of the SiN survey. The meeting is only 45 min. The slides will be shared with the board on Teams</p> <p>Inputs:</p> <ul style="list-style-type: none"> - Insist on the effect of have the decision at department level (different criteria, application process and eligibility, type of decisions taken) - Ask for a collaboration - Present DION as an ally to advocate for more resources at the national level <p>⇒ Lisa and Idd will feedback to the board at the next meeting</p>		

5. Mental health awareness week recap

Time		
13:00-13:40	DION has successfully organized mental health awareness week! How was our experience? Go through day to day – and discuss experiences from board members. Should we write a “experience report”. Do we have any follow up tasks?	All
<p>Feedback day by day</p> <p>Monday</p> <ul style="list-style-type: none"> - Work-life balance workshop in Trondheim High registration but medium/lower turn out. There is an interest in more talking and sharing sessions in the future (similar to the morning one). Irina mentioned that there was an interest to run such a session again in Gjøvik. - OHS presenting services: Lack of information on services available. OHS wants/asks for feedback on the presentation and on other activities of the week. People asked for the information shared during the presentation to be made available afterwards. <p>Tuesday</p> <ul style="list-style-type: none"> - Physical training in Trondheim: 9 people came, Lisa was able to run the event physically without issues. - Yoga in Gjøvik was very successful. Same issue with attendance but otherwise very successful and an opportunity to share useful information afterwards. Despite the lock down, Irina was able to run the event physically (with strong support from the rector and the university for a physical event). <p>Wednesday:</p>		

- Meditation in Trondheim: 17 people came – good turn-out and a lot of new-comers. People liked having something new but the partner organisation might not have been the best fit (perhaps partner with SiT next time). Musab managed to organise the event physically and people followed guidelines well. There were requests for this type of event to be organised more often, especially in exam time. Musab considered this feasible and not very expensive (under 2000NOK for fee and food)
- Services at Gjøvik: lower turn out to this online event. The presenter asked feedback. Participants asked for more emphasis on services in Gjøvik.

Thursday:

- Stress management in Trondheim: High registration but only 12 attending this online event. Useful workshop but disappointing on the low turn-out.
- Tolerance workshop in Gjøvik: hybrid meeting: 10 people attending physically. The environment facilitated the objective of the workshop. The talk might have been a bit too abstract for scientific. After the event: many people asked for more events from DION

Friday:

- Improv in Trondheim: a bit disappointing, very low turnout but a very committed crowd (physical event), very fun, strong message on how to accept failure. Improv seems to be a niche activity: feel good activities need to be broader.

Saturday

- Walk around Gjøvik: huge success. 17 people came, including families, and many people requested to join after registration were closed. People really enjoyed it. This is an event easy to organize. Perhaps organize this more often, especially for newcomers to discover the city (know the nice places in the city).

Lessons: learned

- Always include a few more people in the registration than spots available
- Physical events went well: there are ways to organise physical events and follow infection control guidelines
- A lot of the advertisements was through people talking to each other. Need to find a way to increase the visibility of DION.
 - Gjøvik members are exploring putting up posters
 - The new Innsida channel is very effective
 - Faculty presentations are also very helpful (standard presentation available)
- For several events, there was a strong interest in having such activities organised more often

⇒ Masab will share a draft evaluation form to be posted by Wed. 25th November for feedback by the end of the week

⇒ Elodie will draft content for the website, to share useful links and slides

⇒ Irina will set up a dedicated space on the website for the relevant content

6. Future events

Time		
13:40-14:55	Future events? Before Christmas	
<p>Brainstorming</p> <p>The unions have raised the issues of PhD and Post docs being lonely at Christmas due to COVID. The rector is discussing it. NTNU won't be closed over the break so it is open to host events.</p> <p>DION should help advertise all the events already organised by the different events happening over Christmas</p> <p>Should confinement and restrictions continue, DION could consider subscribing to certain online platforms to allow online social events.</p> <p>Event ideas</p> <ul style="list-style-type: none"> - Christmas lunch gathering in small groups - Christmas movie in person - Secret Santa - Christmas Kahoot - Christmas photo competition of Christmas baking (Ginger bread) on social media: the picture with the more likes win. - Christmas market visit/ Walk around the city; - Movie night (on campus or at the movie theatre) - Open mic night in partnership with Trondheim Comedy - Bowling or mini golf - Christmas decoration workshop 		
<p>Events agreed on</p> <ul style="list-style-type: none"> - Christmas baking photo competition on social media: 1st Dec. til 15th Dec.. Person in charge: Elodie. - Walk around Trondheim Christmas market: Thu 10th Dec. at 18:00 Person in charge: Idd - Walk around Christmas market in Gjøvik. Dates tbc (link to info). If not possible, bowling will be organised (Sat 12th Dec). Person in charge: Aida. - Christmas Kahoot/metimeter: during the holidays (TBC). Person in charge: Irina will check the options; Anne Kristin will set it up - Movie screening in Trondheim: TBC . Person in charge: Idd will check the price to rent a cinema for the movie (so we don't have to manage restrictions and hygiene ourselves) - Christmas flower decoration workshop: December. Person in charge: Lisa will get some information on the cost and the format of the workshop. - Open mic night: in 2021. Person in charge: Faiga to find out about the Comedy Club - Bowling/Minigolf in both cities: January/February TBC. People in charge: (Masab?, Irina?) 		
<p>Availability of board members in Dec. 2020</p> <p>Musab: until 21st</p>		

Idd: until 18th
 Faiga: until 20th
 Lisa: remains in Trondheim
 Aida: until 18th
 Anne Kristin: remains in Gjøvik
 Irina: after 14th
 Elodie: until 10th

5- min break

7. Kine talks about “sammhandling og arkiv»

Time		
14:00-14.30	A follow up on “Sammhandling og arkiv” from the last meeting. Should DION move their files from sharepoint to a new Teams group managed by Kine?	Kine
<p>The Sharepoint server currently used by DION will be deleted soon so the whole content has to be moved to Teams. NTNU will help move the files with proper backups. A new Team will be created, with the file structure from Sharepoint. Some apps on Teams won't be available to this Team (calendar, list). Back ups and file saving will be the same as with SharePoint. We can continue using Sharepoint until Kine has the date for the move. Please make sure to save everything that needs moving on Sharepoint before the move (e.g. Meeting minutes)</p>		

8. Ålesund

Time		
14:30-14:40	Do we want to travel to Ålesund/have event there?	Idd
<p>The board aims to travel to Ålesund to promote DION and improve our visibility (pending the lifting of COVID travel restrictions). Tentative date: early 2021, to encourage people to apply for the board</p> <ul style="list-style-type: none"> - Use the contacts established last year during the Ålesund grants - Contact faculties at Ålesund and offer to hold a presentation <p>Task force: Lisa, Irina, Idd, Anne Kristin</p>		

⇒ This group will identify dates and potential contact for this trip by the next board meeting.

9. Grants

Time		
14:40-14:50	When shall grant event announcement be written out, when are application deadlines etc, who is taking care of this?	Idd/Kine
We have a lot funding left. ⇒ DION will rework last year's call, change the dates, highlight events over the holidays, ask about how to ensure infection control. Person in charge: Faiga (Trondheim), Irina (Gjøvik), Idd (Ålesund)		

10. DION 25 years!

Time		
14:50-15:00	DION was founded 29 th of February 1996 – we are approaching 25 years anniversary in February – how should we celebrate that?	Lisa
Week 8-9 in 2021 Ideas: <ul style="list-style-type: none"> - Treasure hunt around campus. - Cakes!!! - Overlap with Ålesund trip. 		

AOB

Presentations at faculty	<ul style="list-style-type: none"> - Slides are available on Sharepoint - Need an overview of who is covering what, who has presented where
AGM planning	We will have to pick provisional dates at the next board meeting in January
Events	PhD conference feedback (Lisa) <ul style="list-style-type: none"> - Positive feedback, asked to have this again - There is no current budget at NTNU to host it again: DION needs to create some pressure to have this organized again - Participants asked for a CV event
	CV workshop <ul style="list-style-type: none"> - NTNU career can provide help to PhD (just don't advertise it) - The events currently offered at NTNU is in Norwegian and for students only

	<p>⇒ We will organize a workshop with NTNU career and NIRS</p> <p>Person in charge: Lisa/Elodie</p>
Newsletter	<p>In order to have the newsletter on time, we need to have the dates and details within two weeks.</p> <p>Contact person: Aida</p>