



Operational year: 18/19
Meeting #9

Protocol DOMFIL Board Meeting

When: 2018-12-14, 17.00-19.00

Where: Utsikten

Attendance: Maike, Giulia, Olof

§1. Opening of the meeting

The meeting is opened by Maike Bensberg

§2. Electing a Secretary

Giulia Pizzolato was chosen as the Secretary.

§3. Electing a Minutes adjustor

Olof Rundquist was chosen as a Minutes adjustor.

§4. Previous protocol

The previous protocol was discussed and put to file.

§5. Registration of new questions

No new questions were registered.

§6. Reports from Board members

a. Chairman

Andrea is still on parental leave.

b. Vice Chairman

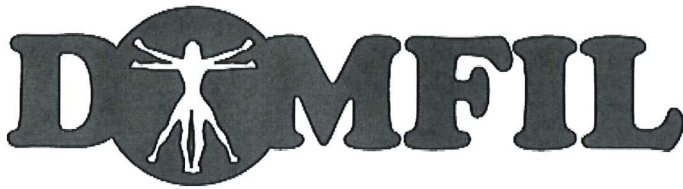
On March 18th there was a LUST-DK meeting about an "ombudsman" for PhD students attended by DOMFIL, LiUPhD, LinTek and Stuff where everyone agreed to pursue the issue further. In the beginning of April the head of LiUPhD (Klervie) attended a national conference about Ombudsman in Sweden to ask our questions discussed in the last meeting. A follow-up to this topic will be in a meeting on April 15th.

c. Treasurer

Invoices to companies for HURS2019 company exhibition have been sent. Reimbursement for the person presenting a poster and attending HURS dinner has been done. Best scientific paper winner have received their prize (5000 SEK).

7 doctoral hats have been reserved to be rented for the PhD ceremony in May with 1 more person being in contact so far.

G.F
O.R
M.D



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Current Budget

- Currently on Bank account: 70 488 kr
- Estimated costs for HURS still to be paid: 40 000 kr
- Incoming from company exhibition during HURS2019: 177 500 kr
- → Budget for the rest of the year: 110 000 kr

d. Educational supervisor

Representatives

Recruitments of representatives is going ok.

Currently we only completely lack representatives in the core facility board and the hiring committees. The call for the spring representative meeting will be sent this week.

Swedish Course

The surveys have concluded and the details will be sorted out during April.

Educational Survey

A reminder for the educational survey has been sent for April. Another reminder will be sent in three weeks from now.

So far we have 45 responses.

e. Communications officer

Georgia is in contact with companies to follow up HURS 2019.

f. Secretary

Almost all board meeting protocols have been uploaded on the website. The website and Facebook will be updated with pictures from HURS. Advertisement of Project X will also be done in the coming week.

§7. Marketing and recruitment strategies

The advertisement for new board members has been done on the 6th March on Facebook.

Merchandise ordered in February has arrived at ProfilPartner and will be picked up soon.

Olof will plan on DOMFIL bags to give to ALL PhD students having the admissions seminar. Merchandise plus information about DOMFIL and how to sign up will be included.

§8. Events

a. Beer tasting

At De Klomp, costs: 400 kr per person.

Suggested date: 25 April

De Klomp has been contacted and Maike is waiting for a response.

GF
Olof
MB



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b. Linköping Höghöjdsbana

Costs: 395 kr per person.
Suggested date: 16th May
Olof will be responsible for the organization.

c. BBQ with LiUPhD

The board agree on repeating a BBQ with LiUPhD this year. DOMFIL members will be provided with food and drinks until they run out. If possible, the event will be suggested in June. Maike will reply to LiUPhD offer about it.

d. Career coaching seminar in academia and industry

Giulia will make contact with LiU (Tina Persson) about this and will try to arrange the event around the beginning to Mid of May.

e. Workshop in scientific writing and publishing

1-day workshop by Nature Masterclasses
Maike has contacted them for a quote and more information.
If possible, end of May / September. This may change dependent on what Nature Masterclasses answer.

f. Regular Afterwork at Horse and Hound

Suggested date: after career coaching seminar (to be set).

g. Spring section Meeting

Discussed later in more detail

h. Project X

Suggested date: 15th-16th June, Liseberg, Gothenburg
Main responsible Olof, Maike
Sign-up form to send out around middle of May, deadline: 1st June

§9. Spring section Meeting

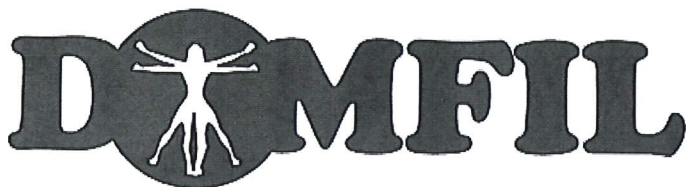
Date: 23rd May 2019
Dinner: 1854

Written summons to the section meeting has to be send no later than **1st May**. Summons should include: preliminary agenda.
The final points of discussion and appendix of all document has to be send no later than **18th May**.

To do during the spring section meeting:

- a) Establish the section's budget and operational plan for the next fiscal year
- b) Elect members to the Consensus council next fiscal year
- c) Elect the section board
- d) Elect representatives to the boards and committees where DOMFIL have representatives.
- e) Address any motions and bills
- f) Address any other duly brought question.

GP
O.K
MR



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§10. HURS 2019 follow-up

HURS 2019 was very well attended. The lecture hall that was booked (Valeriana) was filled to capacity for some lectures. A bigger lecture hall (Belladonna for example) could have been booked.

Our advertisement strategy worked well.

Positive feedback from companies so far with better flow of visitors than last year. But people still did not seem very interested in talking to the companies. A stampcard lottery might be a solution to this. More feedback to come and will be discussed at the next meeting. 32 would be suggested as the maximum number for company exhibition.

Recruitment for student helpers can be improved. It can be suggested to start recruiting students many months before HURS. Since the response from the MedBi section came late it would be good to contact them much in advance. Consider contacting the same people as the previous year, if interested.

The HURS banquet at Stångs magasin was well attended. 38 people, including some of the speakers, helpers and DOMFIL members attended the dinner.

Ordering lunch and fika from DeliMarche worked well. Fika for 125 people in the morning and afternoon was ordered. There were quite a few leftovers from the afternoon fika. Suggestion for next year: Order fika for 125 in the morning (will be eaten during lunch as well) but only for 100 people in the afternoon.

§11. Next meeting

The next meeting is on 29th April

§12. Closing of the meeting

Meeting was closed.

Maike Bensberg, Vice Chairman

Giulia Pizzolato, Secretary

Olof Rundquist, Minute adjustor