



Operational year: 21/22
Meeting #9

Protocol DOMFIL Board Meeting

When: 22-March-2022 at 12.00

Where: Utsikten

Attendance: Lovisa Karlsson, Sanne Toivainen Eloff, Veronika Linhart, Irene Hiniesto Iñigo, Jan Neelissen

§1. Opening of the meeting

Irene Hiniesto Iñigo opened the meeting

§2. Electing a secretary

[Irene Hiniesto Iñigo](#) was elected secretary

§3. Electing a Minutes adjustor

Sanne Toivainen Eloff was elected minutes adjustor

§4. Report from board members

Chair (Irene Hiniesto):

- Meeting with Anna Strömberg: she will check for an update on the prolongation due to COVID
- Workshop about the eISP → Contact FUS?? Have a form for new PhD students → document from Kajsa uploaded in DOMFIL website – Ask FUS? Have some points already filled out.
- Anna has introduced Sanne and me to Petter Hedlund to have the possibility to introduce DOMFIL and share with students taking the “research course” that they have the possibility to shadow a PhD student in basic science.
 - step 1: Petter Hedlund budget asking? Irene will do
 - step 2: ask PhD students if they are interested in being followed. Veronika will do
 - Step 3: pamphlet and introductory slides for bachelor students

Treasurer (Veronika Linhart):

- Responsible for renting graduation hats → Couple of people that are asking about the hats. Soft on the “2 weeks” return.
- Reimbursement Form update to have each bought item in the same form.
- General Update of Budget Sheet so that the numbers are automatically updated.
- Budget update. Board meetings + kick-In new board + send-off previous board allocated money was not used. That is up to 6000 Kr that could be used for social events.
- Merchandise money → notebooks, pen, fabric bag.

Educational manager (Sanne Toivainen):

- Opinions for PhD students. The main point discussed
 - All recruitment should be done officially and the university should strive to make sure that this is the case. How would we want this process to go? Because Master’s students are told that they are likely to continue in the research group that they do their master thesis. The other option for recruitment is “informal way” through appointing a PhD position to already employees. The “most common way” is a personalized open position advertised on the Liu website. Consensus is willing to say that internal recruitment is what is best for the majority in case we think that is the case. She will contact Consensus board and BioMed section students because Master’s students are the ones who will in the future face the situation of



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- All PhD students must be employed. PhD students on stipends are not employed and they are here because they had the chance to do their PhD here because of where they got the money. At the same time, they don't have welfare or pension, parental leave, paid vacation, or other benefits to be employed. Strive towards making it a friendly environment with social security issues for PhD students with stipends. Ask PhD stipends their opinions.
- Request funding for the representative's meetings, having dinner.

Social events manager (Lovisa Karlsson):

- Game night last week was a success.

§5. Next AW events:

§6.

§7. Recruitment of new board members event

- a. **Budget:** Veronika will do the budget this week.

- b. **Ideas:**

- i. 20th April?
- ii. KK? If they could rent some sits for us.
- iii. Sign up people - talk with KK and preorder.

§8. Website FAQ/website information about DOMFIL/update website

- Drive document with questions to fill out and put online. Jan will do.
- Update the available board positions. Jan will do
- GDPR: are we allowed to put up representatives' names? Instead, put vacancies.

§9. BBQ with LiuPhD on the 9th or 10th of June.

We will plan for it with LiuPhD.

§10. Merchan: Will be discussed when we have a budget.

§11. Software programs from Students for students

- A general question - do we want to establish a network where everyone can share the programs they use to explain to other PhD students? like Endnote or Notion? Have workshops/seminars about helpful software programs. Call to action in social media.

§12. Mental health

- welcome meeting with suggestion box
- someone will mediate
- we would need to have some refreshments and probably a longer period of time to advertise
- start small first after easter

§13. Seminar "unicorn career"

- Veronika saw speaker at Conference - there is a meeting on the 21st of Feb about a possible collaboration. If we want that we can put it in the budget for next year in case we don't feel good about it this year.
- other people? Johanna from Medikal Faculty? Managing your Social Media. With Fika 5.15 before going home

§14. Documents to make

- ethics project forms (Veronika)
- start of survival guide (health for international students -> how to start in Sweden) (Veronika)

§15. Plan for a board meeting #10

Next Board meeting April 12th at 11:30

§16. Closing of the meeting

Irene Hiniesto Iñigo closed the meeting at 13.00



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A blue ink signature, appearing to read "Irene Hiniesto", written over a horizontal line.

Irene Hiniesto Iñigo, Chairman

A blue ink signature, appearing to read "Irene Hiniesto", written over a horizontal line.

Irene Hiniesto Iñigo, Secretary

A blue ink signature, appearing to read "Sanne Toivainen Eloff", written over a horizontal line.

Sanne Toivainen Eloff, Minute adjustor