



Operational year: 22/23
Meeting #1

Protocol DOMFIL Board Meeting

When: 2022-08-11, 12:00-13:15

Where: Kotten, US-Campus

Attendance: Magdalena Nejd, Maike Schneider, Leon Höglund, Jonas Burman, Aida Selimovic, Veronika Linhart

§1. Opening of the meeting

The meeting was opened by Magdalena Nejd at 12:01.

§2. Election of a meeting secretary

Veronika Linhart was elected by Magdalena Nejd as Secretary.

§3. Election of two protocol adjusters

Leon Höglund and Jonas Burman were elected by Magdalena Nejd as protocol adjusters.

§4. Report from board members

Chair (Magdalena Nejd):

- Painting of the DOMFIL logo at the US-campus 14/8
 - Sunday August 14th 9.30
 - The amount of paint to be used was discussed
 - The design of the logo was discussed and to paint an extract of the current logo.
- Information for undergraduates 29/8
 - information for students of physiotherapy, nursing and medical faculty about the PhD program, and the possibilities of going into research at the university.
 - This meeting will also be used to Inform the students about the chance of shadowing a PhD student for a day.
 - Forms need to be set up for the students
- Team building for the board
 - this is to be thought about.
 - Jonas Burman will take the lead on the brainstorming.
- Storage room
 - The problem of finding a storage space was brought up. Madgadlena Nejd will be continuing addressing LiU and Consensus to find a solution.
- Room booking
 - To book a room for DOMFIL over the online portal of LiU has not been working.



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- It has been discussed that the student IDs might be working for this or to write direct e-mails to the administrator of LiU. Or one has to ask that board members are put on the list to request for rooms over the online portal.

Treasurer (Maike Schneider):

- doctoral hats
 - doctoral hats are available to be rented out to PhD students of the Medical faculty
 - The process of renting is going to be revised and a form will be put online to do so
 - The first person has already contacted Maike Schneider to establish when to try a hat for November

Educational affairs (Leon Höglund):

- The research ethics committee which has been founded last year by Sanne and Anna was discussed and other board members informed about the committee

Veronika Linhart:

- Change of the logo
 - The board will think about the time line, the minimum requirements and how the change will be handled
- Tea & Talk
 - Veronika will continue with tea and Talk for the next year and will be in charge of it.
 - Veronika will create a plan and present it to Magdalena about the plan and dates for this years Tea and Talk.

§5. Appointment of board positions

- Chair, Treasurer, Educational Supervisor and Social affairs have been appointed at the last section meeting
- Open responsibilities:
 - HURS Responsibilities - there will be a focus group with some of the old board members. Open - to be discussed
 - Social Media & Outreach - Aida Selmovic
 - Vice-Chair - Veronika Linhart

§6. Election of bank representatives in the board

Magdalena Neijd & Maike Schneider are elected to be the bank representatives on the board.



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Styrelsen beslutar att utse

Magdalena Neijdt

Förnamn, efternamn

931015-8523

Personnummer

Maïke Schneider

Förnamn, efternamn

970819-6283

Personnummer

eller de/den sätter i sitt ställe, att företräda föreningen:

var för sig

två i förening

(stryk det alternativ som ej gäller) i samtliga frågor

Detta beslut innebär bland annat, men inte enbart, att företräda föreningen gentemot Swedbank AB och att utse behörighetsadministratörer och företagsanvändare i föreningens internetbank.

§7. Change of email and drive to .consensus.liu.se

The current e-mail accounts all run under Google to a collective account managed by the Chair. The current account is going to be closed down on September 5th if it is not upgraded to a paid business account. This leaves the problem about what to do now. There are different options, which include an e-mail account under consensus, separate private accounts set up by each member or to check if the current account can be changed. For the first two options, the drive - including e-mails and past protocols - has to be transferred.

§8. Decision about future communication

There are a lot of options concerning communication. The Chair has asked the board to discuss the preferred medium of communication to make it easier. The board has agreed to use Teams for official online meetings and a whatsapp group for fast communication.

§9. Photography of board members

The board will order hoodies, which is in the budget and order them via Marknadsbyrån. The treasurer will look into it and make suggestions to the board at the next meeting. After the hoodies arrive, a date will be set to take photos with the hoodies for social media.

§10. Future meeting(s)

The Chair has asked the board how to conduct the meeting in this fiscal year. The board agreed to shorter and more frequent meetings. For now the idea is to meet every other week at lunch. If one can't join, there will be an online document to share any agendas or points to discuss with the rest of



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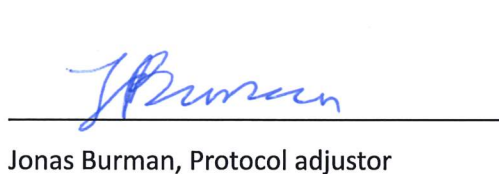
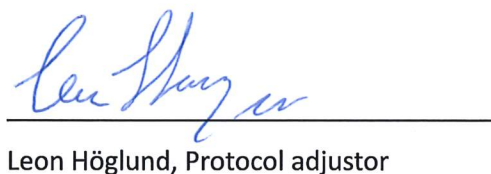
the board previous to the meeting. These points will be discussed at the meeting within the attending board members and put into the protocol.

§11. Other items

Last year's board agreed to buy merchandise. There have been items selected and an offer has been sent to Domfil. This year's Treasurer will order what has been agreed upon by the last year's board to establish some merchandise for events to hand out.

§12. Closing of the meeting

Magdalena Neijd closed the meeting at 13:22


Magdalena Neijd, Chairman
Veronika Linhart, Secretary
Jonas Burman, Protocol adjustor
Leon Höglund, Protocol adjustor