

Present:

Katja Kozjek (BD), Raphael Gollnisch (AE)

1. Start of the meeting

15:16

2. Choosing secretary and minutes approving person

Chair of meeting: Katja Kozjek

Secretary: Raphael Gollnisch

Minutes approving person: Katja Kozjek

3. Approval of agenda

The agenda was approved.

4. Minutes from the last meeting

Minutes from the last meeting (2019-05-15) were approved.

5. Announcements

No announcements.

6. Unit representatives in BDR (Molecular Cell Biology, Functional Zoology):

Katja contacted PhD students in Molecular Cell Biology and Functional Zoology to ask who would be interested in representing their units in BDR, without success. BDR is still missing representatives from those two units for the upcoming term and will continue recruitment efforts.

7. Guide for PhD students

The guide for PhD students in biology still needs to be updated. The current version is from 2016 and needs revision now. Katja and Raphael are going to do this before beginning of September to be able to provide all new PhD students starting in autumn with an updated version. Newly enrolled PhD students will receive a “welcome letter” together with the PhD guidebook from one of the board representatives.

8. Permanent reminders

- a. September - call for nominations of spring guest lecturer
- b. Early spring - check with current PhD-representatives in the various organs if they want to keep their positions, and if not call for new representatives and nominate these for election through NDR. Elections take place in April/May with a change-over in positions in July.
- c. After NDR elections – update lathunden with information for all new PhD students and the information for new foreign PhD students.**

The list of PhD student representatives provided by NDR for the upcoming term seems to be incorrect. Raphael is going to contact NDR regarding this issue.

- d. January and September – after scheduling the coming semester’s meetings, invite the prefect and the vice prefect to join one of meetings**

Almut Kelber was elected as new vice prefect. We are planning to invite her and the prefect, Carin Jarl-Sunesson, to one of our meetings in November or December 2019.

9. Other issues

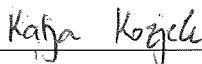
No other issues.

10. Next meetings

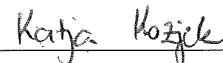
Preliminary date and time for the next meeting: 2019-09-10 at 15:00
This needs to be confirmed with the other members of the board. The meeting will take place in Tanken.

11. Meeting closed

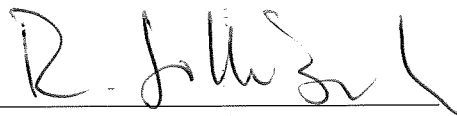
15:28



Katja Kozjek
Chair of meeting



Katja Kozjek
Minutes approving person



Raphael Gollnisch
Secretary