Minutes from the PhD committee opening meeting

Time: Friday, 13 January 2016 at 12.00-13.00
Place: Building 1520, room 733, Ny Munkegade 120, 8000 Aarhus C

Present: Ernst-Martin Füchtbauer, Kurt Thomas Jensen, Rasmus Kock Flygaard, Laura Stidsholt, Steffen Fredslund Hansen, Daniel Søndergaard Skov and Jes Madsen

On videolink: Lis Wollesen de Jonge, Jan Tind Sørensen and Jibran Khan

Apologies for absence: Henrik Stapelfeldt and Anders Møller

GSST secretariat: Lone Urbak and Rikke J. Ljungmann (for the minutes)

Agenda - opening meeting

1. Rules of procedure for the PhD committee
2. Information concerning the PhD committee’s tasks
3. Election of chairman
4. Election of vice-chairman
5. PhD Committee meeting dates in 2017

Minutes from the Opening meeting:

Ad 1. Rules of procedure for the PhD committee
The retiring chairman of the PhD committee Kurt Thomas Jensen informed the committee members of the Rules of procedure for the PhD committee.

There are 12 members, namely 6 members of staff and 6 PhD students. The former are elected for three years and the latter for one year at a time. The members meet regularly – usually three to four times a year – and can invite other people to the meetings as observers if necessary, however the latter do not have the right to vote. Agenda for the meeting will be sent to the members four days before the meeting.

All members can submit items to be discussed at the meetings. When voting on a subject, it is a question of simple majority. At least half of the statutory members must be present to make the PhD committee quorate.

Special situation this coming year as only one of the PhD student members has been elected. The other PhD student members therefore have the role of observers with no right to vote.
Ad 2. Information concerning the PhD committee’s tasks
The retiring chairman of the PhD committee Kurt Thomas Jensen informed the committee members of the PhD committee’s tasks. These include for instance:

- Approving PhD courses
- Approving applications for credits, exemptions, etc.
- Making recommendations regarding the composition of assessment committees
- Discussing various matters relating to the PhD school and making recommendations hereon to the head of PhD school.

The chairman and the vice-chairman prepare the agenda for each meeting and can also make decisions in between meetings, if necessary.

Ad 3. Election of chairman
Associate professor Kurt Thomas Jensen (Department of Bioscience) was re-elected.

Ad 4. Election of vice-chairman
PhD student Rasmus Kock Flygaard (Department of Molecular Biology and Genetics) was re-elected.

Ad 5. PhD Committee meeting dates in 2017
Kurt Thomas Jensen suggested that the PhD committee meetings would be held in connection with the heads of programme meetings. The next meeting will likely be late February.

The GSST website will be updated with info on the new PhD committee and with info about which PhD programmes the committee members represent. In the future, GSST will also send out news to the PhD students in a news e-mail each time a PhD committee meeting has been held and the minutes uploaded to the GSST website.

The meeting ended at 12.25.