Minutes from the PhD committee meeting

Time: Thursday, 27 August 2015 at 9.00-11.00
Place: Building 1521, room 220, Ny Munkegade 120, 8000 Aarhus C.

Present: Lis Wollesen de Jonge, Kurt Thomas Jensen, Jan Tind Sørensen, Anders Møller, Ernst-Martin Füchtbauer, Henrik Stapelfeldt, Morten Graversgaard, Rasmus Kock Flygaard, Sigrid Schøler Nielsen, Daniel Søndergaard Skov, Marianne Aarø-Hansen, Ida Marie Gerdes and Jes Madsen

Apologies for absence: Anne Kjær Laustsen and Guilherme de Moura Maciel

GSST secretariat: Bente Lynge Hansen and Rikke J. Ljungmann (for the minutes)

Agenda:

1. Approval of minutes from the PhD committee meeting – 8 May 2015
2. Approval of agenda
3. Announcements – Overview of assessment committees, exemptions, etc. for the period 29 April 2015 to 19 August 2015
4. Discussion of GSST Generic Course portfolio for 2016
5. Follow-up on International Evaluation of GSST

Minutes:

Re. 1 Approval of minutes from the PhD committee meeting – 8 May 2015
The minutes were approved.

Re. action points from last meeting:
- Preparation of proposal for action points based on the international evaluation report - to be discussed at the present meeting
- Discussion with Michael Caspersen, CSE, concerning the option of making the course Science Teaching 1 mandatory – has taken place
- Set up a committee to discuss GSST generic skills course portfolio – the committee has been working between the meetings and made a proposal to be discussed at the present meeting
- The GSST application guide, website and application facility have been checked and updated for text concerning references.

Re. 2 Approval of agenda
Agenda was approved.
Re. 3 Announcements – Overview of assessment committees, exemptions, etc. for the period 29 April 2015 to 19 August 2015
They were approved.

Re. 4 Discussion of GSST Generic Course portfolio for 2016
A committee had been working between meetings and sent out proposal for the GSST Generic Course portfolio for 2016. The proposal was approved.

Furthermore, it was decided to make the generic skills course Science Teaching 1 mandatory. In rare cases, exemptions from participation can be granted.

Action: Jes Madsen will discuss the implementation of Science Teaching 1 with Michael Caspersen, CSE.

Action: Re. course/workshop in Scientific visualisation: GSST contacts Ebbe Sloth Andersen, iNANO, to discuss possible options.

Re. Workshop in Writing grant proposals: The PhD committee encourages the scientific environments to organise workshops on this topic.

When the Generic course portfolio has been organised, GSST will update the GSST website accordingly and as originally suggested by Christian Kraglund.

Re. 5 Follow-up on International Evaluation of GSST
A follow-up paper on the International Evaluation of GSST had been prepared by Jes Madsen, Bente Lynge Hannestad and Ida Marie Gerdes with comments from Kurt Thomas Jensen and Morten Graversgaard. The paper is a working paper. Later, a summary will be prepared and published on the GSST website.

Decisions/actions/conclusions from the debate:
- Matching expectations between PhD student and supervisor is very important.
- Re. the international panel recommends a more active use of the half-year reports in terms of project planning – the PhD committee strongly supports this.
  Action: To facilitate the approval phase of the initial plan/the PhD plan, it was decided that GSST should set the deadline for start-up of initial plan approval to 10 weeks instead of as now two months. To be tested for one year.
- Re. the panel recommends that there should be a central pool of funds allocated to the development and implementation of PhD courses – GSST created a pool of funds for scientific PhD courses for 2015. This is expected to continue in 2016.
  Action: To be discussed further when clarified at AU level.
- Re. scientific misconduct and code for good scientific practice – is already part of the GSST introduction day which is obligatory for all PhD students. Further initiatives are discussed at AU level.
  Future meeting: To be discussed further when clarified at AU level.
- Career workshops: Ida Marie Gerdes to discuss this with career councillor Vibeke Broe.
  Action: Send e-mail to Ida Marie Gerdes in case of suggestions for such workshops. Deadline: 10 September 2015.
- ECTS for participation in conferences
  Action: Jes Madsen will prepare a proposal on this for the next meeting.
- Re. advisory committees – it was decided not to institutionalise such committees, but let each programme consider it as a possibility and write down experiences from those programmes that have implemented it.
  Action: Bente Lynge Hannestad will collect experiences and make a catalogue of ideas.
- Ensure transparency at each department as regards information for the PhD students concerning knowledge of PhD finances, e.g. in relation to conference travels and the like.
- Re. improving PhD students’ career opportunities outside academia – the PhD committee recommended that this should take place at department level to target it towards specific scientific environments or to make it part of the staff development dialogue (MUS-samtale).

**Re. 6 Misc.**
None

The meeting ended at 11.00.

**Action** | **Who**
--- | ---
Discuss with Michael Caspersen, CSE, about the implementation of Science Teaching 1 | Jes Madsen
Contact Ebbe Sloth Andersen, iNANO, to discuss possible options concerning course/workshop in Scientific visualisation | GSST
Set the deadline for start-up of initial plan approval to 10 weeks | GSST
Send e-mail to Ida Marie Gerdes in case of suggestions for career workshops. Deadline: 10 September 2015. | PhD committee members
Prepare a proposal on ECTS for courses/conferences | Jes Madsen
Collect experiences and make a catalogue of ideas concerning Advisory committees and the like | Bente Lynge Hannestad

**To be discussed at a future meeting:**
- Re. scientific misconduct and code for good scientific practice – to be discussed when further initiatives are clarified at AU level