Minutes from the PhD committee meeting

Time: Friday, 11 November 2016 at 10.00-11.30
Place: Building 1520, room 733, Ny Munkegade 120, 8000 Aarhus C

Present: Lis Wollesen de Jonge, Jan Tind Sørensen, Kurt Thomas Jensen, Anders Møller, Rasmus Kock Flygaard, Ditte Arp Jensen, Sofie Vej Uglevig (for Daniel Søndergaard Skov), Steffen Fredslund Hansen (for Ida Sørensen), Malene Jakobsen and Jes Madsen

Apologies for absence: Daniel Søndergaard Skov, Thomas Lundsgaard Schmidt, Ida Sørensen, Ernst-Martin Füchtbauer and Henrik Stapelfeldt

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

Agenda:

1. Follow-up from the PhD committee meeting – 3 June 2016 (appendix 1)
2. Approval of agenda
3. Announcements – Overview of assessment committees, exemptions, etc. for the period 26 May 2016 to 4 November 2016 (appendices 2, 3 and 4)
4. ECTS for schools, conferences, etc. (appendix 5)
5. Research environment change/going abroad
6. Teaching exemption in connection with going abroad (appendix 6)
7. Announcements:
   a. Screening of PhD theses
8. Misc.

Minutes:

Re 1. Follow-up from the PhD committee meeting – 3 June 2016

Action points:
- Committee members send any comments and descriptions of learning goals regarding the proposal on ECTS to Jes Madsen no later than 17 June 2016: Will be discussed at the present meeting.

Re 2. Approval of agenda
Agenda was approved.
Re 3. Announcements – Overview of assessment committees, exemptions, etc. for the period 26 May 2016 to 4 November 2016
Overviews were approved.

Re 4. ECTS for schools, conferences, etc.
The proposal was approved.

Re 5. Research environment changegoing abroad
The importance of the PhD students having a research environment changegoing abroad was underlined. Supervisor should, of course, support this.

Next meeting: To be discussed further in connection with figures from GSST outlining the number of PhD students going abroad.

It was pointed out that also international PhD students should have a research environment changegoing abroad during their PhD studies even though they might have taken their Master’s degree in another country. If they have significant research experience from abroad, the rule may be administered flexibly.

Re 6. Teaching exemption in connection with going abroad
Due to the introduction of the new teaching semester structure in Autumn 2017, GSST’s Rules and regulations needs to be updated accordingly as regards teaching exemption with no reduction in payment due to a research environment change. Jes Madsen had prepared a proposal which was discussed.

Action: GSST contacts the heads of degree programmes at the departments to ask for their opinion.

Re 7. Announcements:
Re 7a. Screening of PhD theses

From 1 December 2016 and onwards, GSST will be screening all PhD theses submitted to GSST for plagiarism using standard software.

Procedure: GSST sends the PhD thesis to the assessment committee for assessment while at the same time the PhD thesis will be screened by AU Library ST.

The PhD student will only be notified in case of problems. So if the PhD student has not received any news within three weeks from submitting the PhD thesis, there will be no comments in connection with the screening process.

The main message is to use source references, also when referring to one’s own work.
Re 8. Misc.
Regarding election process for the PhD committee: At the moment, GSST announces candidacy deadlines in a news e-mail. In the future, GSST will also send an e-mail to the heads of programme when candidacy deadline is approaching and mention it at the PhD committee meeting prior to the election.

The meeting ended at 10.50.

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<td>Contact the heads of degree programmes to ask for their opinion as regards teaching exemption with no reduction in payment due to a research environment change</td>
<td>GSST</td>
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To be discussed at the next meeting:
- Research environment change/going abroad in connection with figures from GSST outlining the number of PhD students going abroad.