

TODOS Board Meeting – 08.03.2013

Time: 09:00 – 11:10

Place: MH U8.223

Attending: Melania Borit, Thibaud Freyd (referent), Konstantinos Antypas, Erlend Dancke Sandorf, Lene Østvand

Notice of absence: Ranjan Parajuli, Lina Stangvaltaite, Sandra Ronai

**Agenda:**

**1. The decision making process in the TODOS Board.**

It has been decided that we need a responsible for each event. By default social or academic committee chairs are responsible but they can delegate responsibilities.

As well a deputy from the board will be in charge to represent Melania when she is abroad but the decision will be taken case by case.

**2. The EU Marie Curie seminar.**

Nobody from the people present now at the meeting can be there so it will be Sandra or Lina who will make the speech on behalf of TODOS.

**3. Seminar with Audun and Else (FGP). Who wants to take responsibility for it? Audun has time for this 05, 08, 09.04. What hour should it be? Where? Should we serve refreshments/lunch?**

Sandra has to take the responsibility as the Academic Committee chair. The event will take place the 5<sup>th</sup> or the 8<sup>th</sup> of April. There will be a breakfast from 8:30 til 9:00 and registration is mandatory for the breakfast. We will order food from SiTØ.

Melania will make the webpage for the event and Kostas the info-screens poster.

As an extra point it has been decided to promote the next events through Facebook, Tavla and emails and to write on Facebook a message making people aware that clicking attend means that we're ordering food for them.

**4. New PhDs meeting will take place on 18.04, 14:00, in ADM Hiet.**

Erlend will do a speech on behalf of TODOS. Do we make this event public as long as they want to send the invitation by email? Melania will talk to Sølvi about this.

**5. Updates about:**

**a. Meeting with AFU 21.02 (Melania, Sandra, Thibaud)**

English intermediate course will take place the 4<sup>th</sup> and 5<sup>th</sup> of May with Stewart Clark from NTNU.

Melania will contact Marit Allern about the teaching course for PhD candidates.

Course for supervisors: 20 people attended and gave good feed-back.

Collaboration with the PhD candidates organization at University of Umeå in Finland. Sølvi will give us contact details.

We agree that Studentweb may be a good tool for PhD candidates..

**b. Meeting in Forskningsetisk utvalget -> Letter: representation of PhD candidates in the UiT Klagenemda.**

**Forskningsetisk utvalget:** Melania and Kostas are our representatives.

We want to be represented in the **UiT Klagenemda** and will write a letter but someone has to take the responsibility to be the representative.

**6. Working groups:**

**a. Modification of the TODOS Statutes.**

Erlend, Melania and Lene (leader) for the working group with this issue. The task has to be done for the next AGM but the deadline is the 1<sup>st</sup> of November for publication.

**b. Brochure update (Sandra, Erlend, Melania, Lina and the Academic Committee). Who wants to take responsibility for it?**

Sandra takes the leadership.

**c. Survey work**

We're going to decide at a later point if we want to make a joint survey with AFU or we want to perform our own, and if the latter, would it be this autumn semester or next spring.

Erlend will call a meeting after the 1<sup>st</sup> of June.

**d. TODOS concept/vision development.**

We don't change the vision; we take more time to think about the concept and will discuss this during the next board meeting.

**7. Activities for 2013: decide on objectives and related activities.**

A list of objectives was compiled. Among others, we will go to all the departments to be more visible. A summer barbecue will be set up end of May. Thibaud takes the

responsibility of it. We discussed about having an event focused on cultural diversity. Thibaud takes as well the responsibility to speak to the international office to see if it is possible to include the new PhD candidates into the Introductory Program that takes place every semester.

**8. Budget: draft for 2013 and routines asked by Sølvi.**

As long as Ranjan is in pappapermission, Melania will make a draft budget and Erlend will have a look at it.

**9. The report template.**

It has been approved that we write a report after each event. There is a template in the TODOs folder.

**10. Reply voting rights letter.** – postponed for the next meeting.

**11. Transferable skills calendar administration.** – postponed for the next meeting.

**12. Meeting with all TER and FU representatives. How to find the names of these persons?**

Everyone has to work on this point and find the representative of his/her own faculty. It has been suggested to get to the leaderships courses to the one who are representative of TODOS in the different board.

**13. Meetings with PhD candidates at all departments. Choose which departments and when to do it.**

TODOS will write personal email to the PhD candidate. Erlend will talk to Eirik Heen from HHT (Business School).

**14. SiN collaboration.**

Erlend might be interested to be TODOS representative in SiN. The other members still think about it.

**15. Where are we regarding what we proposed ourselves to do?**

- a. **Write an intro e-mail for all the all PhDs list and for the e-mail lists managed by TODOS (Erlend);**

The e-mail is ready to be sent.

- b. **Get the e-mail address [todos@uit.no](mailto:todos@uit.no) (like a person account) and the TODOS newsletter on the RSS feed webpage of UiT (Melania); - not done yet.**

- c. **Letter: Use of the concept “PhD student” in English language – the UiT**

**PhD Regulation (Melania and Sandra);** - not done yet.

**d. Letter: PhDs housing rights (Kostas and Thibaud);**

Kostas will write some ideas for the letter.

**e. Letter: PhD candidates representative in Miljøutvalget (Sandra and Melania);** - not done yet.

**f. Follow up on: HSL meetings (Melania and Sandra);** - not done yet.

**g. Advertisement give-aways (Erlend).** - not done yet.

**16. International Workshop 'Developing Research Careers In and Beyond Europe' Oslo  
22-23 May. Kostas?**

Kostas is registered for this event

**17. How do we refer in Board minutes to confidential/sensitive cases?** We report everything in the board meeting minutes but without giving name details and keeping the confidentiality of the messages.

**18. Others.**

**a. The Master in Visual Cultural Anthropology case**

TODOS will not intervene in order not to take sides as long we don't know everything about the situation.

**b. Posters in bus stations** – it is not allowed in Norway to hang posters in bus stations.