

Activity plan

PhD student council of the faculty of Science and Technology (Teknisk-naturvetenskapliga doktorandrådet)
AS20-SS21

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Objective

The Technical Science And Technology Doctoral Student Council (TNDR) shall actively work for the improvement, monitoring and monitoring of doctoral students' rights both as employees and as students. Furthermore, TNDR shall combat situations where doctoral students are used or mistreated in one way or another. This should be done regardless of gender, transgender identity or expression, ethnicity, sexual orientation, religion or other belief, disability or age and should be both within the Faculty of Science and Technology and towards the University.

Meetings

TNDR shall hold at least two Council meetings per semester. All PhD students at the Faculty of Science and Technology shall be invited to the Council meetings.

Representation

TNDR shall have members who actively participate in the Faculty Board, doctoral education and the Doctoral Student Board. In addition, TNDR should have active representatives in the Docentur Board, the Nomination Committee, the Cooperation Committee, the Education Committee, the Research Committee, the Equal Opportunities Committee, the Scholarship Board, the Library Council and others. TNDR shall work to ensure that all representatives receive general information about TNDR's operations in an easily accessible manner. If TNDR is offered to send doctoral student representatives to, for example, work or referral groups at the faculty, TNDR shall elect representatives to this.

Furthermore, TNDR should:

- work to increase the number of active doctoral students in TNDR and at the faculty
- actively promote the existence of department **al**-level representatives from each department within the faculty
- strengthen doctoral student representation at section and department level in the faculty.

Information and homepage

The website is today mainly in English (some Swedish terms are available, but always with translation) and should continue to be mostly in English. The website should be updated continuously by the information officer. Information to be accessed on the website is:

- bylaws and English translation thereof;
- previous meeting minutes;
- upcoming Council meetings including their agendas; **kontaktinformation till styrelsen samt bild på styrelsemedlemmarna,**
- contact information to the election committee,
- updated list of representatives in councils and groups and a description of their mandate

TNDR has pages on social media such as Facebook, **(Twitter and LinkedIn)**. These should also be monitored continuously and, **where appropriate,** updated. Information about meetings and social activities should, in addition to e-mail, also be advertised through other appropriate channels, such as the Internet. through social media or posters. On important issues, TNDR should try to reach all doctoral students **via mass**-e-mail.

Social events

Many PhD students want social activities to get to know other PhD students and see what there is to do in Uppsala. It is also important that those who are active in TNDR feel comfortable and want to continue to get involved and that new PhD students become involved. TNDR should therefore, on at least three occasions per semester, arrange some form of social activity, e.g. on the basis of a social activity, in the form of pub evening, board game evening, potluck or coffee. The doctoral students at the Faculty of Science and Technology should thus be given the opportunity to meet and talk about their situation as a Doctoral Student and get to know doctoral students from both their own and other research areas. When planning social activity, doctoral students with children should also be taken into account.

TNDR financial support

TNDR shall offer doctoral students to apply for financial support from TNDR (TNDR grant). All PhD students at the Faculty of Science and Technology should be able to apply. The money will go to an activity for PhD students at the Faculty of Science and Technology. The financial support shall preferably go to activities that meet several of the following criteria:

- Involves PhD students from several departments, *Involverar många doktorander,*
- *Encourages social and exchange between doctoral* students,
- Creative proposals written with enthusiasm,
- A realistic budget.

TNDR shall also offer financial support to doctoral councils at initiation level to support their activities.

Board

TNDR's Board is responsible for the implementation of the business plan. The Board has the right to delegate implementation *as they see fit.*

The following division of labour applies within the Board of Directors. Tasks can be delegated, but the delegate is always the main responsibility for carrying out the tasks.

Chair

- is responsible for TNDR,
- represents and speaks for TNDR in conflicts and meetings with representatives of the University or the media,
- represents TNDR in introductory courses for new PhD students,
- compiles the annual report and plan.

At meetings, the Chair is responsible for

- compilation of agenda,
- sending of the call,
- booking of meeting room
- storage and compilation of minutes and decisions taken at TDR meetings.

The Vice-President assists the President in his work and intervenes when the President is unable to attend. If the President is able to attend a Council meeting, the Vice-President may step in for the Secretary if he is not present. In addition, the Vice-President is responsible for

- Ordering food and beverages for the meeting
- organise the doctoral days together with the social organizers.

The Secretary is responsible for keeping records and signing by adjusters. The Secretary is also responsible for sending signed original minutes to the Chair.

The Treasurer is responsible for:

- management of TNDR's finances such as paying bills, submitting tax returns, liaising with the bank and tax authorities, and so on
- compilation of financial statements and preparation of a budget together with the Chair and Vice-Chair.

The information officer is responsible for:

- updating the website and social media,
- post adjusted protocols on the website,
- posters, flyers and the like.

The social responsible is responsible for:

- organising social and other social activities
- organise the PhD days together with the Vice-Chair.

Other issues that should be continuously monitored

- TNDR shall work to be more visible to all doctoral students at the faculty and in the Doctoral Board.
- TNDR shall annually arrange PhD days.
- TNDR shall strive to be more visible to vulnerable doctoral students incl. **shadow PhD students** and encourage them to seek help.
- TNDR shall acquire knowledge and inform about how ongoing changes in the university's organisation and student representation affect the situation of doctoral students.
- The TNDR should compile information, orally or in writing, to representatives of boards and committees in order to clarify their duties and statutory obligations.
- TNDR shall maintain good cooperation with UTN on common issues. For this the collaboration agreement should be signed by 30th June 2021.

Current questions AS20-SS21

During 2019/20, the Board has worked to support institutions to start up PhD councils. It is an important work that takes time and requires a large deposit of doctoral students at the **department niveå**. Therefore, the Board will follow up work in 2020, so existing and new-shaped Doctoral Student Councils will be strengthened and doctoral councils can be established in institutions where there are still no laid-back structures. TNDR will support the Department Of Doctoral Student Council also financially.

The issue concerns us in many ways, both in doctoral student ship, access to a language course and in our teaching, where we meet an international classroom. An opportunity to work with the issues is in collaboration with UTN

In the spring of 2020, DN presented the results of a major report on doctoral student ship at the whole of Uppsala University. **Enketet** also includes some that your specific for TEKNAT. TNDR should go through the result line and work with problems mentioned there.

If there is room for this, both time and money, to do more than the above, the Board should look at the following or prepare for TNDR in 2021/22 to be able to:

- TNDR is an organization for **phD** students throughout TEKNAT. It is a matter for doctoral students on

Gotland. TNRD will build up contact with **phD** students on Gotland (for example through contact to the research school).

- After a PhD degree, many PhD students continue at the university. While **phD** students have been represented at the department, faculty and university, there is no representation for post docs. TNRD can contact UUPA to see if there are wills and opportunities for cooperation.
- Think about the concept of doctoral students and adapt them to the doctoral students' interesse and needs

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Budget AS20-SS21

Income:

Union

Operating grant from the Doctoral board AS20	2'000
Operating grant from the Doctoral board SS21	2'000
Operating grant from the faculty for PhD student representation	71'000

Money not spend last year because of covid19 ca. 3000

Sum income: 75'000

Expenses:

Board salary	after-tax (-32%)	pre-tax	pre-tax+arb
Chair	4'000	5'888,35	7'647.06
Vice-Chair	2'000	2'941,18	3'823.53
Secretary	2'000	2'941,18	3'823.53
Treasurer	2'000	2'941,18	3'823.53
IT officer	2'000	2'941,18	3'823.53
Two social organizers	4'000	5'882,35	7'647.05
SUM board salaries			30'589

Events and others

Social events	8'000
Meeting expenses	8'000
Administrative expenses	2'326
TNDR financial support (TNDR grant)	10'000
TNDR operating grant for PhD student representation on department level	6'000
PhD days	13'000
SUM expenses for events and others	44'500

Sum expenses: 76'914.22

Resultt: -2914.22