

Conference room Building 31, Höskolan i Gävle  
Time: 13:00-16:00

Attendees: Jonas Preisz, chair  
Shahriar Ghahremanian, vice chair  
Camilla Lodin, secretary  
Gottfried Weinberger, cashier  
Paula Larsson

**§10. Meeting called to order**

Jonas Preisz, chair person of the board, called to order

**§11. Minutes from last meeting**

The minute was reviewed:

The minutes from the first DiG meeting has not yet been delivered to the members.

Camilla has been elected by the Student Union (SU) to UFN and attended the meeting May 10 regarding HiGs research budget 2013.

Jonas P has will be the PhD-student representative in FUN, first meeting May 22. SU has an agreement with Mecenat that does not include PhD-students. DiG can try to make an agreement with the next SU-board

**§12. Board rols**

Chair: Set agenda and call for meetings  
Follow up on decisions  
Suggest operational plan together with the cashier  
Represent DiG formally.

Vice chair: Replaced the chair when needed

Cashier: Responsible for the cash flow and budget  
Suggest operational plan together with the chair

Secretary: Responsible for minutes  
Responsible for communication channels (e-mail, webpage)

It was also discussed the someone in the board should be responsible for work- and study environment issues. One member of the board should also be responsible for social activities. Depending on who is in the board, the roll responsible for this can change.

**Board decision:** No decision was made regarding this since the board will change at the election meeting in June.

Paula looks in to the possibility to have a safety officer at HiG (skyddsombud)

**§13. Communication channels**

The new intranet will be up and running in a couple of weeks. There won't be any costs for DiG to use the intranet.

There is a need for two different e-mail lists, board and members, and also a e-mail account ([dig@hig.se](mailto:dig@hig.se)).

The need of a Facebook group was discussed.

Human resources can help with lists on PhD-students employed as Doktorands.

To identify all PhD-students (including forskarstuderande) the board need to contact "avdelningschefer".

The DiG logo is not finished.

DiG can make announcement on HiGs intranet through Douglas Öhrbom.

The board will try to get an article in Högaktuellt regarding the creation and existence of DiG

**Board decision:** To use e-mail for communication until the intranet is working.  
Jonas talks to IT about e-mail lists.

Creating a Facebook group will be discussed when the intranet is up and running.  
Jonas, Paula and Camilla will contact "avdelningschefer" within each faculty to receive lists on all PhD-students in week 21.

Paula continues the work with the logotype.

Jonas writes an announcement regarding the existens of DiG and sends it to DÖ.

Paula contacts Högaktuellt.

**§14. Social activities**

DiG can use the film theater without cost.

**Board decision:** To have a movie evening June 11 or 12 at 16:00, followed by after work at a pub in Gävle. Shahriar invites all PhD-students via e-mail and flyers.

**§15. Economic considerations**

The faculty deans have not yet decided regarding time (tjänstefördelning) for board members. Jonas Boustedt attended the meeting and then went to talk to the chancellor. The chancellor is positive to the existence of DiG and will talk to the deans June 27.

DiG has an organization number.

The board can apply for "start up" money from the chancellor.

**Board decision:** To await decision from the deans regarding time.

Gottfried contacts the chancellor's Office to find out how to apply for money, he will also look in to other possibilities to apply for money, e.g. Gävle Kommun and Fredrika Nordahl.

**§16. Election meeting**

No one has applied for the election committee. The sitting board and one more person has applied for the new board. It is possible to have six board members. There is need for a meeting chair for the DiG Election meeting, since all members in the sitting board are nominated for the new board.

**Board decision:** Jonas sends out a second mail to the members regarding nomination of board members and election committee. If no one applies to the election committee the DiG election meeting will have to decide upon the new board without a recommendation from the election committee.

Hasse Nordlöf and Jonas Boustedt will be contacted regarding meeting chair. The election meeting will be held June 14, 10:00 – 12:00. Jonas will book a room and send out the invitation to all PhD-students week 22.

**§17. Student courses and seminars**

In the autumn there will be two PhD-courses at HiG:

- Scientific Writing with Anders Brant, in English 7.5 hp.
- Vetenskapsteori (Philosophy of science) with Patrik Sörqvist, in Swedish 7.5 hp.

There will also be a course in "Högskolepedagogik" in Swedish, 7.5 hp.

Ann Emilsson at the library is organizing a seminar series and wants the PhD-students to suggest topics of interest.

**Board decision:** Paula asks AUE if the pedagogic course can be held also in English. All board members try to come up with ideas for seminars.

**§18. Member fee 2012/2013**

At the election meeting June 14, the member fee for 2012/2013 will be decided.

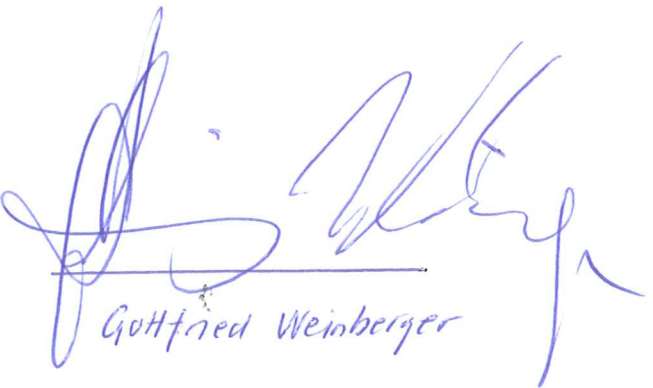
**Board decision:** To suggest the fee to be 50 sek.

**§19. Other issues**

Jonas informed about that the human resources department will arrange an information meeting for PhD-students in September. Information about e.g. employment status, rights for students and ”doktorandstegen”. DiG will take part in the meeting and will also call to the meeting.

**Board decision:** to approve the information.

  
Chair Jonas Preisz

  
Gottfried Weinberger