

Meeting date: 24 February 2021 10:30-12:30

Meeting place: Zoom

Meeting subject: PhD-programme committee - Biology

Attendees:

VIPs: Bente Aagaard Lomstein (BAL), Kurt Thomas Jensen (chair) (KTJ), Mark Bayley (MB), Wolf Eiserhardt (WE), Volker Loeschcke (VL)

PhD-students: Ann-Sofie Dam (ASD), Stefano Scilipoti (SS), Kris-Emil Mose Jørgensen (KEJ), Solvei Mundbjerg Jensen (SJ), Michael Bjerre Pedersen (MP), Clemence Krystel Marie Rose (CR), Candice Power (CP); Rhys Lemoine (RL)

PhD-programme secretary: Benita Nordentoft Hylgaard (BNH)

Declined: Magnus Aaskov (MA) Anne Aagaard Lauridsen (AL)

Agenda:

1. Welcome and information from chair (KTJ)
2. Process: Welcome to new PhD Students (Info: on-boarding process at Biology will be reviewed during Spring 2021) (20 minutes) (BNH)
 - a. Welcome mail (App. 1)
 - b. Who-to-go-to-list (App. 2)
 - c. Guided tour at Biology (checklist and who to meet) + Mentor obligations – checklist (App. 3)
3. Half year meetings (10 minutes) (KTJ)
 - a. Process
4. PhD courses and other ECTS activities (20 minutes) (KTJ)
 - a. PhD courses at Biology (<https://phd.nat.au.dk/for-phd-students/courses/scientific-courses/> - from 2019)
 - i. Suggestions (topics or types of courses)? (Inspiration: Examples of PhD courses offered last year; App. 4)
 - b. Transferable skills courses at GSNS (<https://phd.nat.au.dk/for-phd-students/courses/transferable-skills-courses-2021/>)
 - i. Suggestions (topics not already offered)?
 - c. ECTS credits for activities other than courses (<https://phd.nat.au.dk/for-phd-students/courses/ects-credits-for-phd-activities-other-than-regular-courses/>)
 - i. Suggestions (activities)? (Inspiration: Examples of activities awarded with ECTS credits last year; App. 5)
5. PhD events (5 minutes) (BHN)
 - a. PhD event committee – please sign up. Anybody interested from your research section?
 - b. Suggestions (topics)? (Inspiration: Topics suggested by BNH; App. 6)
6. PhD projects promoted at SoMe platforms (optional) (BHN) (5 minutes)
7. Any other business
8. Part 2: 11:30-12:30 (without PhD-students and BHN)
 - a. Incoming applications



Minutes:

1. Welcome and information from chair (KTJ)
 - a. Update on the corona-situation – KTJ asks students to comment
 - i. SS: I have been granted access to the lab. Overall is happy to be able to run experiments. Things have been slowed down.
 - b. KTJ informs that there is no deadline for applying for extensions due to corona, but it needs to be substantiated
 - c. MB: Generally conferences are cancelled – also the rest of the year. May be an issue for the PhD students.
 - d. BAL: PhD defense – many attendees to zoom meetings. Could be relevant also in the future to enable people from abroad to join virtually.
2. Process: Welcome to new PhD Students (Info: on-boarding process at Biology will be reviewed during Spring 2021) (BNH)
 - a. Welcome mail (App. 1)
 - i. Draft version was approved by the committee
 - ii. The new welcome mail includes a list of relevant information in the welcome mails and letters new PhD Student receives
 - iii. The head of the research section is now added to the list of receivers on welcome mails – to make sure, that the head of the section is informed about new PhD students.
 - b. Who-to-go-to-list (App. 2)
 - i. Draft version was approved by the committee
 - ii. Will be available on the staff-webpage (during Spring), may be attached to welcome mail
 - c. Guided tour at Biology (checklist and who to meet) + Mentor obligations – checklist (App. 3)
 - i. Mentor role should be discussed at the next meeting
3. Half year meetings (KTJ)
 - a. Model tested in Microbiology:
 - i. BAL: Will test it on more PhD Students
 - ii. PhD students who tried it are positive and find that the summary (one of the elements in the model) is very useful. Informal meeting since it is only internal VIPs – not stressful.
 - iii. Not sure why this is needed? If you have regular status meetings and part A. Half-year meetings are more in-depth discussions. Depends on what you are already doing in the sections.
 - iv. KTJ: Collect information about how the sections are doing this and sum up experiences
4. PhD courses and other ECTS activities (KTJ)
 - a. PhD courses at Biology (<https://phd.nat.au.dk/for-phd-students/courses/scientific-courses/> - from 2019)
 - i. PhD students agreed that the courses offered by Ian and Anna in 2020 were very good and should be offered again
 - ii. No new suggestions were mentioned at the meeting due to lack of time to discuss this point
 - iii. All are asked to send suggestions to KTJ and BHN
 - b. Transferable skills courses at GSNS (<https://phd.nat.au.dk/for-phd-students/courses/transferable-skills-courses-2021/>)
 - i. No suggestions were mentioned at the meeting due to lack of time to discuss this point

- ii. All are asked to send suggestions to KTJ and BHN
 - c. ECTS credits for activities other than courses (<https://phd.nat.au.dk/for-phd-students/courses/ects-credits-for-phd-activities-other-than-regular-courses/>)
 - i. Introduction workshop gives ECTS at KU, but here the introduction package is very comprehensive and includes course elements. The committee agrees that this is not relevant to develop a comprehensive introductory course/event at Biology.
 - ii. All are asked to send suggestions to KTJ and BHN
- 5. PhD events (BHN)
 - a. No new topics were mentioned at the meeting due to lack of time to discuss this point
 - i. BHN will invite all PhD students to participate in the PhD organizing committee
 - ii. All are asked to send suggestions for topics to KTJ and BNH
- 6. PhD projects promoted at SoMe platforms (optional) (BHN)
 - a. Postponed to next meeting
- 7. Any other business
 - a. Discussion of salaried work and teaching hours
 - i. Issue with foreign students who cannot teach in Danish - limited possibilities to teach in bachelor courses.
 - 1. In the future, BNH will make it clear which course that can be taught in English
 - 2. KTJ and BNH will make a list of possibilities for salaried work and a clear process of who to contact to get salaried work approved (Supervisor, Head of section, KTJ (and sometimes Hans Brix) need to approve salaried work before it is initiated).

Registration	Topic	Resp.	Deadline	Status
19-11-2020	Activities: Send suggestions with activities which could give ECTS or teaching hours to BNH and KTJ	All	ASAP	App. 5, version 2. Please send suggestions if you have anything to add
19-11-2020	1/2-year meetings: Discuss model with PhD-students and supervisors in your section	All	Before next meeting	
23-02-2021	1/2-year meetings: Send information about progress meetings in your section	All	Before next meeting	
19-11-2020	PhD events: Organizing committee. Send mail to all PhD Student	BNH	ASAP	