**PhD Council Meeting**

20 September 2021, 10 am, DJ 8113

**Present:** Rose Boyle, Emma Brandon, Hanna Furuseth, Martine Lie

**Agenda**

1. PFF meeting 22. September, Hanna attends.

* Orientation on PFF’s views on the PhD course evaluation forms.
  + - * Add non-mandatory question about background (lawyer or non-lawyer) to course evaluation forms
      * Agree with the wording of the English version
* Upcoming cases:
  + Upcoming seminar for PhD supervisors
    - * Importance of compatibility between fellow’s interests and supervisor’s interests
      * Compatibility/ conflict between interests of project and interests of the fellow particularly when the supervisor is also the project lead on an externally-funded project
      * Question of multiple supervisors
        + Make sure everyone gets help finding their second supervisor
        + Possibility to change/add supervisors over time
    - Hanna will address need to arrange meetings around when members can attend
      * Or tell everyone that they will always be at the same time and cannot be changed

1. Annual meeting.
   * 15. October, 4pm + socialisation afterwards.
   * Invitation to be sent out by 24. September. Reminder a week and a half later.
   * Plan: Hybrid event. Followed by socialising for those present physically. Present our work in 2021 (covid survey, meetings with the deans, systematisation of evaluation of PhD courses)
     + Food: Pizza and beer? (Issue: Pizza is not available through Elvebredden).
       1. Hanna checks with administration if it’s possible to order pizza
       2. Possibly coffee and pastries at beginning of meeting
   * Election of new council.
     + Recruit new members (preferably from different departments and stages of the PhD process).
     + Not much response yet.
     + Ask if the council can use money from Faculty on Christmas/ New Years event when we see what’s left after the annual meeting
2. Annual report.
   * Send out with Annual Meeting invitation on September 24th or whenever it is ready
   * Draft looks good and will just need some small edits and reorganization
3. Meeting with the deans.
   * Haven’t invited deans yet
   * Meeting will probably be in a couple weeks
   * Present the findings from the Covid survey.
     + Martine has started creating a presentation
     + Importance of lack of socializing and social/ colleague support during COVID
     + Potentially put the free text answers in categories
     + Importance of financial issues
     + Find out how many PhDs there are at the Faculty so we know if we have a good sample size
     + Present at annual meeting as well
     + No response from LAMU.
   * Other issues we should raise?
4. Updates from other committees/ working groups?
   1. Emma attended UiODoc Annual General Meeting
      1. Not much new to report but maintained contacts with UiODoc
      2. Issue of rigid rules on taking PhD courses at other faculties was raised by several attendants, so there is possibility for collaboration on this.
5. Dinner with the former/new Council
   1. Covid restrictions allow us to do it now
   2. Use our leftover funds from last year
   3. Pay for food for everyone but not all drinks (maybe one drink)
   4. Have it at Makulator for example?
   5. Plan/ schedule when the new council is elected
6. Next (last?) meeting
   * 18th or 19th October at 10:30?
     1. Works for everyone
   * Also PFF meeting in November (24th) that should be discussed either physically or over email before

**Action items**

* Emma sends out Annual Meeting invitation on September 24th.
* Hanna checks with administration about whether we can use Faculty funds to get pizza for the Annual Meeting.
* Everyone encourages potential candidates to join the Council.
* Emma revises Annual Report and sends it out on September 24th.
* Martine invites deans to a meeting to present the survey results.
* Host Annual meeting.

**Adjournment**

Meeting was adjourned at 11:30 am by Martine Lie.

Minutes submitted by: Emma Brandon