

MINUTES: AUPA BOARD MEETING  
TIME: April 18<sup>th</sup>, 15.00-17.00  
LOCATION: Meeting room 3, Dale Mortensen's Building, IC



Present: Helene, Hanna, William, Nadia, Litten, Nicholas, Karsten

**1. Formalities**

- a. Election of Chairman: Helene
- b. Election of minute taker: Hanna
- c. Approval of minutes from last meeting

**2. News from local associations**

**Tax issues with 4+4** – different answers from SKAT (and SU) on how to file scholarship money. There's a possibility to request a formal decision from SKAT on how to do this (would cost 600DKK, can only be done by a person not an institution).

**Meetings of local faculties (for scientific staff):** discussion on how to encourage that these meetings are held in English. Case discussion on meetings on BSS – the pro dean Per Baltzer said they would do something about it if majority of PhD students at BSS see it as an issue. William and Nicholas will enquire further with students and get back to this.

**3. Joint Action workshops**

- a. Programme

Documents: short information to be read by participants (short version of manual), full manual (available for participants online), third manual that is just for organizers?

Feedback: The discussion shouldn't be group therapy and shouldn't be about personal issues – but do we have to mention that in the manual? We should avoid suggesting something that might not be an issue in the first place.

We aim to have the first meeting rather soon and it will be a sort of 'trial run': we get some first experience and feedback, see what we can improve for the next meeting. We are getting close to finalizing plans, organizing should be completed in time to set up the first meeting at the end of May or start of June.

Mention in the introduction that people should use their common sense not to reveal personal information outside of these discussions, and also think about what they share.

- b. Date: end of May/start of June
- c. PhD House Activity Group is happy to collaborate on this
- d. Advertisement should be done soon too. We should also contact the PhD Partners and the programme chairs as they may want to communicate the project

4. **Email accounts (Karsten)**

Billy will contact IT to figure out how they deal with email addresses of former AU employees (current policy: after how many months are they deleted, can IT save an automatic reply, which stays active? As soon as we know more about this, we can see whether we can extend that time frame to eternity.
5. **Financial plan for 2016-2017**
  - a. Potential employment of secretary. Everyone agrees we should hire a secretary. Could be a Bachelor or Master student; would be great if it were someone who'd like to do their PhD at AU later. Enquire if secretary from PhD activity group would be interested, or student helper from IC/AU.
  - b. Application for extra funding. We plan to apply for funding again, since we have a lot of activities planned that will need money and want to continue these into 2017.
6. **PR strategy 2016-2017**

Emphasize political nature of Facebook group. Aim at sharing more content and finding ways of sparking off discussions with other PhD students. Board members can share topics on AUPA page and/or tag AUPA in their posts, AUPA can post questions in other AU groups (e.g., 'Do you think it's important that faculty meetings are held in English?').
7. **Other topics for AUPA in the coming year**
  - a. APV: find a person from the board who takes over responsibility of looking into this (in next meeting)
  - b. Nominate supervisor of the year (like Health): find a person from the board who takes over responsibility of organizing this (in next meeting)
8. **Finalize plan for AUPA 2016-2017**

The plan was generally approved. However, William will send it around again to give non-present board members a chance to comment on it.
9. **Any other businesses**

There were no further businesses