



AGENDA FOR AUPA'S BOARD MEETING

TIME: 16:00-18:00

LOCATION: Room 214, building 5220

GUESTS:

ABSENT WITH APOLOGY:

1. Welcome
2. Formalities
 - Election of Chairman: Juliane Möllmann
 - Approval of **minutes** from the last meeting (available via Dropbox)
 - i. The minutes have been approved
3. News/updates
 - PAND
 - i. AUPA's news can be included in PAND's newsletter
 - HAMU
 - i. Occupational Health Committee: the meeting wasn't that relevant. It was mostly about the University's Climate Strategy and the energy costs.
4. The Conference
 - Discuss our roles and responsibilities
 - i. Daniel and Daniel would like to make the speech. They will arrange something together. It will approximately take 45-50 minutes. The speech will be about different ways of communicating research.
 - A. Fie asks Daniel and Daniel to make a 2–3-line description of their speech (for Conference Manager).
 - B. We will give them a little “thank you” present.
 - ii. The workshop with Frank: Mario didn't attend the board meeting, so we didn't get an update on Frank.
 - iii. We discussed if we could give Frank an opportunity to present another place when he is already in Aarhus (also to decrease our costs).
 - A. Juliane writes to INCUBA Start-up Lab and to JRA to ask if it could be relevant to them.
 - iv. Funding application to PAND:
 - A. Maybe PAND will give approx. 25,000 DKK, so we need to apply for more money elsewhere.
 - B. Usually, AUPA has been applying for money from the Graduate Schools. Maybe each faculty will sponsor

approx. 3,000 DKK? We can also ask the Career Center or DM (Dansk Magisterforening).

- C. Building security in relation to the conference: 350 DKK per hour after 14:00 pm on Fridays.
- D. We have around 23,000 DKK left for this year. The money needs to be spent this year, and not next year.
- v. Deadline for registration to the conference: the 5th of February (so we have time to order food and drinks).
- vi. Should we invite PostDocs and Research Assistants?
 - A. No, but if we get money from PAND, we need to allow participants from other universities to join.
 - B. Trine: Remember to make two participant categories: "Aarhus University + Faculty" and "Other university + faculty".
- vii. Should we state in the description that we don't pay the travel costs? Or is it obvious?
- viii. We discussed recording the conference, but it will take a lot of effort to do so. Therefore, we are probably not going to do that.
- Photographer: When and for how long?
 - i. 1 hour is free, besides it is 500 DKK per hour
 - A. We should make the photographer come from 13:00-14:00 to take pictures of the workshop.
 - ii. They are available until 14:00 o'clock on Friday the 10th of February
- Trine makes a sign-up link in Conference Manager as soon as possible. Then people can sign up before Christmas.
 - i. Juliane sends a text to Trine (for the Conference Manager)
- Juliane creates a Facebook event and posters.
- Fie, Kristoffer, Nadine, Juliane, and Mario participate in the conference
 - i. Remember to sign-up!
- We should decide on who will introduce AUPA and the speakers at the conference (it can be done just before the conference).
- AU Career Newsletter
 - i. Juliane sends the sign-up link to the AU Career Newsletter (the deadline is the 7th of December).

5. Well-being committee meeting

- Nadine attends the meeting of the Well-being Committee tomorrow.
- At the meeting, they are going to discuss what should be the well-being committee's areas of interest next year.
 - i. AUPA's suggestions for this:
 - A. Harmonize/align things between the different departments. E.g., some get a book, when they start their PhDs. It could be nice if everyone got one.

- B. Earlier suggestions about “survival guides” for every department.
- C. Improving feedback culture: The people who organize stuff should get more feedback to improve things/events and so on, e.g., feedback on Introduction Day or the Responsible Conduct of Research course. To make sure that we also improve the little things.
- D. Staff development conversations (MUS-samtaler): Only half of the PhDs have them even though it is required by law. They are not invited to the conversation/talk.
 - a. This we know from the Workplace Assessment, which is anonymous, so we don’t know where the problem is biggest.
- E. It is HR’s responsibility to make sure that everyone has these staff development conversations.
- F. A suggestion to improve the conversations: Structure the talk better by sending a set of questions to the PhD Student before the actual meeting. This will make a more structured and reflexive talk.

6. PhD Coaching and workshops

- Character Strengths
 - i. Should we do the workshop again?
 - A. We should not do the workshop again – at least not for a while.
 - B. The feedback was great, but not many people signed up.
- Imposter Syndrome
 - i. How did it go?
 - A. Not many people showed up. 29 people signed up, but only 12-15 people attended.
 - B. Overall, the workshop was good. A lot of people stayed for a long time and talked afterward.
 - C. It could be relevant to do the workshop again next year. Maybe in the autumn.
 - D. Regarding the individual PhD Coaching Sessions with Bodil: We should apply for funding to support that.
- Presentation Skills
 - i. Update from Linda?
 - A. Juliane wrote to Linda today and asked if we can make the workshop this year in order to spend the money that we were given. If Linda cannot do it this year, we will do it next year. Juliane hasn’t heard anything from her yet.

7. PhD and Postdoc Activity Group

- Updates from the meeting with Damian and Astrid (from Activity Group)
 - i. The meeting was on the 9th of November. It was a fine meeting. Some details were clarified, but there are still questions about the merging. E.g., how controlled should the money be in terms of Activity Group spending them? Should the money be approved by AUPA?
 - ii. The Activity Group has its general assembly right after this meeting. They are going to decide on whether to dissolve themselves or become a part of AUPA.
 - iii. Some of the main advantages of including the Activity Group in AUPA is that we can start making more social events and collaborate more.
- “Social Club”:
 - i. First of all, before deciding on a social event, we need to find out, if it is possible to move the money to next year (by paying Frank this year). Kristoffer will find out.
 - A. If we must spend the money this year, an idea for a social event could be a Christmas dinner or beers/pizza in Studenterhuset. But we still need an academic focus/purpose.
 - ii. Ideas for academic elements:
 - A. Exchange of different digital tools in relation to doing a PhD – “Tips, tricks and tools”.
 - B. Funding workshop (could be a nice workshop for next year).
 - iii. We also talked about joining events that already take place, e.g., Christmas Karaoke at Studenterhuset.

8. Deciding on the date for the next board meeting

- Week 49 (7-11th of December): Trine sends out a doodle.

9. Any other business?

- Decide on a date for the general assembly at the end of February 2023
 - i. The General Assembly will be on the 23rd of February 2023.
 - ii. For the next meeting: Everyone thinks about ideas for the general assembly (e.g., a presentation/talk/workshop), and asks fellow PhD Students what they think could be relevant.
 - A. Suggestions for “speakers”: Gitte Wichmann Hansen, who did her PhD on supervision. Or Daniel and Daniel could make a workshop (maybe it is too close to the conference? Or it could be a nice “follow-up”).
 - iii. Last year there was an “academic” presentation first, and then the general assembly, and afterward sandwiches and beers.

- A. It could be nice to do something similar in February.
- iv. It would be nice to have the general assembly in some newsletters around AU.
- v. At the next board meeting, we will discuss the general assembly further.