

# **DAGSORDEN Ph.d.-udvalg for Ph.d.- skolen for Mennesker og Teknologi d. 05-12-2023**

**Mødedato** Tirsdag d. 05. december 2023 kl. 09:30

**Mødested** 02.1-157 - Miljødynamik-mødelokale (14)

## **Indholdsfortegnelse**

Approval of agenda (2 min.) - all.....	3
Approval of the minutes from the meeting on 5 December/ follow-up on tasks (8 min) - all.....	5
Approval and discussion: PhD courses (15 min.) - all.....	6
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Submission of statements to the head of the doctoral school regarding evaluation of the PhD progra	8
Evaluation of this meeting (10 min.) - all.....	9
AOB (5 min.) - all.....	10

**Punkt 1: Approval of agenda (2 min.) - all**



## **Punkt 2: Approval of the minutes from the meeting on 5 December/ follow-up on tasks (8 min) - all**

### **Bilag**

Referat\_udvalgsmøde nr. 5 2023\_30\_10\_Til godkendelse.docx

## **Punkt 4: Approval and discussion: PhD courses (15 min.) - all**

Any new ideas for the course catalog 2025-2028. Suggestions will be approved at the next meeting in the new year.

We need organise a new intro course early 2024.

## **Punkt 5: Proposals for internal guidelines for the doctoral school (30 min.)**

### **JL/all**

#### **1. Discussion: Use of annual grant**

Division of responsibilities between supervisor, program manager and PhD coordinator. Do we need to approve expenses? And whose responsibility is this? (AE/JL)

See Jonas and Anne's re-writing of the intra text/policy PhD allowances. This is a draft for discussion. see existing guidelines are also attached

#### **2. Approval: New guidelines in relation to extension of enrollment**

The new dean has a focus on reducing extensions of PhD students' enrollment at IMT. Therefore we have made new guidelines to help the PhD students finish their theses.

See the attached document (1)

#### **3. Presentation/discussion on thesis formats**

Each program describes standard formats for the thesis on their programs. E.g.: acceptable length, if it is a monography, how many authors are acceptable on the articles, what the requirements to the introduction (kappen) are, etc. See an example from SUS attached (2)

We need to discuss how the school can formulate a policy that can cover these different practices and expectations.

Jonas will briefly outline these rules at the other schools

#### **4. make timeplan for onboarding**

Approval/discussion of idea: to ensure that new PhD fellows are systematically introduced to the various task and environments that they must perform and be part, we suggest making a list with specific tasks (say, Rejsud), services, and key people (say, relevant head of studies,) that the PhD fellow must be introduced to and meet within the first month. The timeplan should be filled in sent to forskerskolen.

## **Bilag**

Praksis for udskrivning og forlængelse for ph.d.-studerende på IMT.docx

SUS\_\_afhandlingsformater\_sl\_121123.docx

new Annual allowance.docx

Guidelines for brug af annum\_ IMT\_maj 2023\_lla\_klar til intratranslated.docx

**Punkt 6: Submission of statements to the head of the doctoral school regarding evaluation of the PhD programme and PhD supervision (15) - all**

**Punkt 7: Evaluation of this meeting (10 min.) - all**

**Punkt 8: AOB (5 min.) - all**