

**Meeting on: 21 January 2022 from 13:30-14:30**

**Place: Microsoft Teams**

**Constituent meeting in the PhD Committee**

**Minutes**

**Participants:** Helena Skyt Nielsen (ECON), Torsten Kolind (SOCSCIBUS), Torben Andersen (BTECH), Dorthe Kirkegaard Thomsen (PSY), Birte Asmuß (MGMT), Susanne Kier (LAW), Christoffer Green-Pedersen (PS), Christina Munkholm Andersen (PhD representative, ECON), Kacper Jan Zajac (PhD representative, LAW), Ashraf Rachid (PhD representative, PS), Yibin Chang (alternate PhD representative PSY), Simon Fuglsang (PhD representative, SOCSCIBUS, observer), Juliane Möllmann (PhD representative, MGMT), Kristoffer Holm (PhD representative BTECH, observer), Niels Mejlgård (PhD School Head), Randi Groslier Bjælde (Aarhus BSS HR & PhD)

**Absent:** Mette Christensen Sieg (PhD representative, PSY), Christoffer Green-Pedersen (PS)

Aarhus BSS HR & PhD

1. **Approval of agenda**

The agenda was approved without comments.

Ref.: rgb

Date: 1 April 2022

2. **Briefing on the work of the PhD committee** by PhD programme chair

Helena Skyt Nielsen

Helena Skyt Nielsen (HSN) gave a short briefing on the work of the PhD committee with reference to the University Act § 16 b, the PhD order and the standard rules of procedure for PhD committees at Aarhus University The legal basis can be found in the University Act § 16 b.

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The University Act in English can be found here (please note that the translation in the link below is outdated. No new translation has been made):

<https://ufm.dk/en/legislation/prevaling-laws-and-regulations/education/files/the-danish-university-act.pdf>

The University Act in Danish can be found here:

<https://www.retsinformation.dk/Forms/ro710.aspx?id=198434>

The PhD order:

<https://ufm.dk/en/legislation/prevaling-laws-and-regulations/education/files/engelsk-ph-d-bekendtgorelse.pdf>

Standard rules of procedure for PhD committees at Aarhus University (in Danish only):

<https://www.au.dk/om/organisation/regelsamling/styrelse-administration/01/2008-au4/>

The PhD Committee has an advisory function to the PhD School Head, and PhD School Head Niels Mejlgård (NM) called on all Committee members to bring questions and topics of importance to the PhD programmes to the attention of the Committee.

3. **Appointment of chair and vice-chair of the PhD committee** (recommendation to the Dean)

PhD programme chair Christoffer Green-Pedersen (PS) was elected in absentia as chair and PhD student Julianne Moelmann (MGMT) was elected as vice-chair of the PhD committee. A recommendation on the composition of the PhD committee has been send to the Dean (*awaits approval, ref.*). Due to the absence of the chair of the PhD committee HSN continued to lead the meeting.

4. **Approval of observer**

Simon Fuglsang (Observer, SOCSCIBUS) and Kristoffer Holm (Observer, BTECH) where both approved as observers.

5. **Short briefing about the current covid-19 situation** by Niels Mejlgaard

A short briefing on the current status for exemptions and extensions was given by NM. Requests for either extensions or exemptions regarding research environment change stays are continuously coming in and are still handled individually case by case. Currently, 40 applications for extension of enrolment and employment has been received; 5 are in process, 24 has been fully or partially granted and 11 has been rejected. This amounts to app. 45 months extension, in the range from 14 days to four months. The PhD school administration has not received any new applications for dispensation from 30 ECTS since the summer of 2020. A total of 80 dispensations for research environment change has been granted. In case of research environment change, all dispensations contained either a suggestion for a stay in Denmark or some sort of virtual element. (Data per 21 January 2022, ref.)

The briefing was noted.

6. **The Head of the PhD School's authority to approve PhD courses and merit applications until 31 January 2023 as well as the authority to recommend assessment committees to the Dean until 31 January 2023**

The PhD Committee delegated the competence to approve PhD courses and merit applications, as well as the authority to recommend dissertation assessment committees to the Dean, to the PhD School Head. This has been the practice since the formation of the PhD school at Aarhus BSS. If the PhD committee gives the PhD School Head this authority, the PhD committee will be informed about approved courses, merit applications and appointed assessment committees in connection with ordinary meetings. The decisions made by the PhD school Head will be based on agreements made by the PhD committee, but the decision process will be more efficient.

7. **Follow-up plan for the survey "Quality in the PhD Process" (KIP21) and the international evaluation of the Graduate School** by Niels Mejlgaard

The KIP21 survey and the international evaluation of the Graduate School were both processed in 2021. As they point to several of the same issues, it makes sense to do a joint follow-up.

The following plan was proposed:

- January-beginning of Marts: small meetings between the PhD school head and an administrative representative with the below parties. The meetings are meant to make sure all relevant topics and possible suggestions for solutions are brought forward.
  - o representatives of the PhD students
  - o the PhD field committees➔ draft of follow-up plan
- end Marts: a meeting in connection with the next PhD committee meeting where a final follow-up plan must be decided upon.

The proposed follow-up plan was approved.

#### 8. **Briefing on PhD numbers for 2021**

Appendix 1a: report for Q1-4 2021

Appendix 1b: annual report 2021

HSN noted that there is a high number of PhD students on sickness leave, and that this is a point of observation that will be part of the follow-up on KIP21 and the international evaluation of the Graduate School.

The briefing was noted.

#### 9. **Briefing on dissertation assessment committees appointed for the period from 1 November 2021 to 10 January 2022** by Niels Mejlgaard

Appendix 2: Assessment committees in the period from 1 November 2021 to 10 January 2022

The briefing on assessment committees appointed for the period from 1 November 2021 to 10 January 2022 was noted. It was commented that the gender balance is usually a point of observation, but in this case where very few assessment committees has been appointed this can not be considered as representative.

#### 10. **Briefing on courses approved since the last meeting** by Niels Mejlgaard

Appendix 3: Case presentation on courses approved between 3 November 2021 to 10 January 2022

Appendix 3a: Retshistorie i retsdogmatiske afhandlinger

Appendix 3b: Retspolitik i retsdogmatiske afhandlinger

Appendix 3c: Komparativ ret i retsdogmatiske afhandlinger

Appendix 3d: Topics in Law and Economics

Appendix 3e: How to get your research published

Between 3 November 2021 and 10 January 2022 5 courses has been approved: Retshistorie i retsdogmatiske afhandlinger (LAW, 1 ECTS), Retspolitik i retsdogmatiske afhandlinger (LAW, 1 ECTS), Komparativ ret i retsdogmatiske afhandlinger (LAW, 1 ECTS), Topics in Law and Economics (ECON, 5 ECTS), and How to get your research published (LAW, 1 or 2 ECTS depending on number of participants).

The briefing on courses approved since the last meeting was noted.

It was commented that the PhD students are welcome to suggest PhD courses at their PhD programme. Furthermore, it was commented that it is possible to sign up for all PhD courses at Aarhus BSS, not only PhD courses offered at the PhD students own PhD programme. PhD courses at Aarhus BSS counts as internal PhD courses.

11. **Briefing on PhD field committees as recommended by the Department Heads for the period 1 February 2022 to 31 January 2023** by Niels Mejlgaard

Appendix 4: PhD field committees 2022, approved by the Academic Counsel

The briefing on the recommendation for PhD field committees for the period 1 February 2022 to 31 January 2023 was noted.

Briefing on the 2022 meeting schedule for the PhD committee by the chair of the PhD committee

Typically, a meeting is planned in connection to the enrolment and recruitment of PhD students following the open call for applications twice a year, and a constituent meeting in January. The next meeting will be held on 23 Marts 2021, following the application round with deadline 3 February 2021. This year due to the follow up on KIP21 and the international evaluation of the Graduate School, this meeting will be longer.

If relevant, other meetings can be scheduled.

12. **Any other business**  
No other business.

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