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# Work group that will look over how the funding for research and PhD education should be divided between the departments and centres at the faculty of Science

This work group will look into how the funding is organized today and see if any changes should be made, for example if some departments need better infrastructure or an improved research environment. To do this they will collect input from prefects and professors and also look into how it works at other universities. The goal is to report back to the Area board (områdesnämnden) on 2022-11-04.

## What we are looking for

3 ordinary PhD student representatives.

## Why become a representative?

- Knowledge about what is happening on faculty level

- A broader circle of contacts within the faculty

- A merit for your résumé/CV

- prolongation as compensation

## Number of meetings per semester

Probably one before summer and then a handful in the fall. The meetings will not be longer than 1,5 hours.

## Language requirements

Swedish

## Term

Until November 2022.

## Compensation/prolongation

Prolongation is awarded in accordance with the university rules: Regler för utbildning och examination på forskarnivå.

As a secondary representative, you do not get compensation if you do not step in for one of the ordinary representatives.

## What is expected of you as a representative:

### Prior knowledge

No prior knowledge is needed. The chair of the body is responsible for giving you an introduction. You can prepare questions and send emails if something is unclear.

### Before the meeting

About a week before the meeting you will get a calling with the agenda and the documents. Read through these before the meeting to better understand the issues that will be discussed and the decisions that will be made.

### During the meeting

As an ordinary representative you have the right to speak and vote. As a secondary representative you have the right to speak but you can only vote if you step in for one of the ordinary representatives.

### After the meeting

As a representative, you report back to the council that elected you. When you get the calling for the next NFR meeting you will be able to fill out a form, reporting things of relevance that were discussed or decided upon at the meetings you have participated in. As a representative, you can also be present at the NFR meeting and report directly.

### Absence

If you for some reason cannot participate in a meeting, tell the person who sent the calling and, as an ordinary representative, let your secondary representatives know.

### Next step

Representatives are elected by the Science Faculty Council, Naturvetenskapliga fakultetsrådet (NFR) at their next meeting on the 30th of May. Nominate yourself by sending a written nomination to nfr@sus.su.se before the meeting. You can also nominate yourself at the meeting. However, to make the meeting run smoothly, it is advised to email your nomination in advance.

# The Faculty Board, Områdesnämnden

The highest governing body of the Faculty of Science is Områdesnämnden (ON). The Dean chairs the Board, while the Assistant Dean is Vice Chair. The board is responsible for the faculty's strategic plan, determines the budgets for the departments, decides which employment vacancies are to be announced together with the associated job descriptions, writes public consultative documents, determines the syllabus for research education and for undergraduate education and draws up guidelines for the faculty's departments.

The Faculty Board meets 6 times a year to vote and discuss on the material that the working group ON-AU has prepared. Since the NFR meetings occur on Monday the same week as ON meetings there might be issues raised during the faculty council meeting that will have to be raised in the Faculty Board.

## What we are looking for

1 ordinary student representative

## Why become a representative?

- Knowledge about what is happening on faculty level

- A broader circle of contacts within the faculty

- A merit for your résumé/CV

- Monetary compensation if you are a student; prolongation if you are a PhD student

- A chance to influence important decisions at the faculty

## Number of meetings per semester

3 meetings

## Language requirements

Swedish

## Term

Untill December

## Compensation/prolongation

Compensation and prolongation is awarded in accordance with the university rules: Regler för studentinflytande and Regler för utbildning och examination på forskarnivå.

Compensation for students on bachelor and master level:

‒ 1–2 hour meeting: 600 kr

‒ 3–4 hour meeting: 1000 kr

‒ 5–6 hour meeting: 1500 kr

‒ 7–8 hour meeting: 2000 kr

Prolongation for PhD students:

2 days per year + one day extension per meeting. For particularly time-consuming

assignments where the meeting time can amount to 4 hours or longer, a doctoral student can be compensated with a 2-day extension per meeting. The main rule is always that the extension must correspond to the work effort that the assignment requires.

As a suppliant, you do not get compensation if you do not step in for one of the ordinary representatives.

## What is expected of you as a representative:

### Prior knowledge

No prior knowledge is needed. The chair of the body is responsible for giving you an introduction. You can prepare questions and send emails if something is unclear.

### Before the meeting

About a week before the meeting you will get a calling with the agenda and the documents. Read through these before the meeting to better understand the issues that will be discussed and the decisions that will be made.

### During the meeting

As an ordinary representative you have the right to speak and vote. As a secondary representative you have the right to speak but you can only vote if you step in for one of the ordinary representatives.

### After the meeting

As a representative, you report back to NFR. When you get the calling for the next NFR meeting you will be able to fill out a form, reporting things of relevance that were discussed or decided upon at the meetings you have participated in. As a representative, you can also be present at the NFR meeting and report directly.

### Absence

If you for some reason cannot participate in a meeting, tell the person who sent the calling and, as an ordinary representative, let your suppliant know.

## Next step

Representatives are elected by the Science Faculty Council, Naturvetenskapliga fakultetsrådet (NFR) at their next meeting on the 30th of May. Nominate yourself by sending a written nomination to nfr@sus.su.se before the meeting. You can also nominate yourself at the meeting. However, to make the meeting run smoothly, it is advised to email your nomination in advance.

# Områdesnämndens arbetsutskott

Arbetsutskottet (AU) is the working group for Områdesnämnden (ON), consisting of the dean, the vice-dean, all section deans and the chair of GB. Therefore, to be a student representative in AU, you also have to be a representative on ON.

The duties of this group are to prepare for the decisions that the faculty board makes. AU also makes per capsulam decisions regarding many things that are too minor for the Faculty Board, with some examples being: Granting extended leave for professors, accepting the applications for Experts in regards to hiring new professors, granting money for strategic purposes (help with the purchase of new equipment, hiring of staff etc).

AU has 6 scheduled meetings a year to prepare for the Faculty Board meetings. However, there is a large amount of work to process and there are extra meetings every now and then. Expect at least 20 meetings per year between 2-4 hours long.

The representatives in ON divide among themselves and to which degree they participate in the ON-AU meetings.

## What we are looking for

1 ordinary student or PhD student representative

## Why become a representative?

- Knowledge about what is happening on faculty level

- A broader circle of contacts within the faculty

- A merit for your résumé/CV

- Monetary compensation if you are a student; prolongation if you are a PhD student

- A chance to influence important decisions regarding education

## Number of meetings per semester

3 scheduled meetings and a large number of extra meetings

## Language requirements

Swedish

## Term

Until December

## Compensation/prolongation

Compensation and prolongation is awarded in accordance with the university rules: Regler för studentinflytande and Regler för utbildning och examination på forskarnivå.

Compensation for students on bachelor and master level:

‒ 1–2 hour meeting: 600 kr

‒ 3–4 hour meeting: 1000 kr

‒ 5–6 hour meeting: 1500 kr

‒ 7–8 hour meeting: 2000 kr

Prolongation for PhD students:

2 days per year + one day extension per meeting. For particularly time-consuming

assignments where the meeting time can amount to 4 hours or longer, a doctoral student can be compensated with a 2-day extension per meeting. The main rule is always that the extension must correspond to the work effort that the assignment requires.

As a suppliant, you do not get compensation if you do not step in for one of the ordinary representatives.

## What is expected of you as a representative:

### Prior knowledge

No prior knowledge is needed. The chair of the body is responsible for giving you an introduction. You can prepare questions and send emails if something is unclear.

### Before the meeting

About a week before the meeting you will get a calling with the agenda and the documents. Read through these before the meeting to better understand the issues that will be discussed and the decisions that will be made.

### During the meeting

As an ordinary representative you have the right to attend, speak and vote. Don’t hesitate to speak if you feel that something is unclear or problematic from a student perspective. Your experience of being a student is important.

### After the meeting

As a representative, you report back NFR. When you get the calling for the next NFR meeting you will be able to fill out a form, reporting things of relevance that were discussed or decided upon at the meetings you have participated in. As a representative, you can also be present at the NFR meeting and report directly.

### Absence

If you for some reason cannot participate in a meeting, tell the person who sent the calling and, as an ordinary representative, let your suppliant know.

## Next step

Representatives are elected by the Science Faculty Council, Naturvetenskapliga fakultetsrådet (NFR) at their next meeting on the 30th of May. Nominate yourself by sending a written nomination to nfr@sus.su.se before the meeting. You can also nominate yourself at the meeting. However, to make the meeting run smoothly, it is advised to email your nomination in advance.

# Grundutbildningsberedningen

Grundutbildningsberedningen (GB) works with all things and questions concerning the Bachelor’s and Master’s programs at the Faculty of Science. The student representatives (who can be either undergraduate or PhD students) weigh in with an undergraduate student perspective when needed.

GB meets 6 times per year. The workload is a 4 hour meeting roughly every 6th week and maybe 1-2 hours reading of the material for each meeting.

GB prepares all decisions about the Bachelor educations and the Master educations for the area board (ON). Decisions regarding course plans and similar documents are always prepared in advance in a working group called GB-AU. These plans are legally binding documents and their content governs, for example, what a course or program should contain and how the knowledge of the students is controlled and examined. GB also discusses matters such student recruitment, nationally and internationally, and quality assurance work. GB also discusses matters surrounding basic education, such as digital examination and the education of teachers at the Faculty of Science.

GB can also appoint temporary working groups for specific issues related to e.g. the grading scale or a specific program.

## What we are looking for

2 ordinary student representatives and one suppliant

## Why become a representative?

- Knowledge about what is happening on faculty level

- A broader circle of contacts within the faculty

- A merit for your résumé/CV

- Monetary compensation if you are a student; prolongation if you are a PhD student

## Number of meetings per semester

3 meetings, usually 4 hours long

## Language requirements

Swedish

## Term

Until December 2022

## Compensation/prolongation

Compensation and prolongation is awarded in accordance with the university rules: Regler för studentinflytande and Regler för utbildning och examination på forskarnivå.

Compensation for students on bachelor and master level:

‒ 1–2 hour meeting: 600 kr

‒ 3–4 hour meeting: 1000 kr

‒ 5–6 hour meeting: 1500 kr

‒ 7–8 hour meeting: 2000 kr

Prolongation for PhD students:

2 days per year + one day extension per meeting. For particularly time-consuming

assignments where the meeting time can amount to 4 hours or longer, a doctoral student can be compensated with a 2-day extension per meeting. The main rule is always that the extension must correspond to the work effort that the assignment requires.

As a suppliant you do not get compensation if you do not step in for one of the ordinary representatives.

## What is expected of you as a representative:

### Prior knowledge

No prior knowledge is needed. The chair of the body is responsible for giving you an introduction. You can prepare questions and send emails if something is unclear.

### Before the meeting

About a week before the meeting you will get a calling with the agenda and the documents. Read through these before the meeting to better understand the issues that will be discussed and the decisions that will be made.

### During the meeting

As an ordinary representative you have the right to attend, speak and vote. Don’t hesitate to speak if you feel that something is unclear or problematic from a student perspective. Your experience of being a student is important.

### After the meeting

As a representative, you report back to NFR. When you get the calling for the next NFR meeting you will be able to fill out a form, reporting things of relevance that were discussed or decided upon at the meetings you have participated in. As a representative, you can also be present at the NFR meeting and report directly.

### Absence

If you for some reason cannot participate in a meeting, tell the person who sent the calling and, as an ordinary representative, let your suppliant know.

## Next step

Representatives are elected by the Science Faculty Council, Naturvetenskapliga fakultetsrådet (NFR) at their next meeting on the 30th of May. Nominate yourself by sending a written nomination to nfr@sus.su.se before the meeting. You can also nominate yourself at the meeting. However, to make the meeting run smoothly, it is advised to email your nomination in advance.

# Grundutbildningsberedningens internationaliseringsgrupp

Grundutbildningsberedningens internationaliseringsgrupp is a work group within Grundutbildningsberedningen. The group will be discussing issues regarding internationalization.

## What we are looking for

1 ordinary student and 1 suppliant. To be a representative in Grundutbildningsberedningens internationaliseringsgrupp, you should also be a representative in GB.

## Why become a representative?

- Knowledge about what is happening on faculty level

- A broader circle of contacts within the faculty

- A merit for your résumé/CV

- Monetary compensation

- A chance to influence important decisions regarding education

## Language requirements

Swedish

## Term

Until December

## Compensation/prolongation

Compensation and prolongation is awarded in accordance with the university rules: Regler för studentinflytande.

Compensation for students on bachelor and master level:

‒ 1–2 hour meeting: 600 kr

‒ 3–4 hour meeting: 1000 kr

‒ 5–6 hour meeting: 1500 kr

‒ 7–8 hour meeting: 2000 kr

As a suppliant, you do not get compensation if you do not step in for one of the ordinary representatives.

## What is expected of you as a representative:

### Prior knowledge

No prior knowledge is needed. The chair of the body is responsible for giving you an introduction. You can prepare questions and send emails if something is unclear.

### Before the meeting

About a week before the meeting you will get a calling with the agenda and the documents. Read through these before the meeting to better understand the issues that will be discussed and the decisions that will be made.

### During the meeting

As an ordinary representative you have the right to attend, speak and vote. Don’t hesitate to speak if you feel that something is unclear or problematic from a student perspective. Your experience of being a student is important.

### After the meeting

As a representative, you report back to NFR. When you get the calling for the next NFR meeting you will be able to fill out a form, reporting things of relevance that were discussed or decided upon at the meetings you have participated in. As a representative, you can also be present at the NFR meeting and report directly.

### Absence

If you for some reason cannot participate in a meeting, tell the person who sent the calling and, as an ordinary representative, let your suppliant know.

## Next step

Representatives are elected by the Science Faculty Council, Naturvetenskapliga fakultetsrådet (NFR) at their next meeting on the 30th of May. Nominate yourself by sending a written nomination to nfr@sus.su.se before the meeting. You can also nominate yourself at the meeting. However, to make the meeting run smoothly, it is advised to email your nomination in advance.

# Informationsberedningen

Informationsberedningen discusses the Faculty’s strategies for information and decides which projects to take on regarding research information and student recruitment. In this group representatives from the faculty’s four sections convene and many of them do work at their sections related to information dispersal. Work is being done in regard to the career fairs, and other such fairs.

## What we are looking for

2 ordinary student or PhD student representatives, and 1 secondary representative

## Why become a representative?

- Knowledge about what is happening on faculty level

- A broader circle of contacts within the faculty

- A merit for your résumé/CV

- Monetary compensation if you are a student; prolongation if you are a PhD student
- A chance to influence important decisions

## Language requirements

Swedish

## Term

Until December

## Compensation/prolongation

Compensation and prolongation is awarded in accordance with the university rules: Regler för studentinflytande and Regler för utbildning och examination på forskarnivå.

Compensation for students on bachelor and master level:

‒ 1–2 hour meeting: 600 kr

‒ 3–4 hour meeting: 1000 kr

‒ 5–6 hour meeting: 1500 kr

‒ 7–8 hour meeting: 2000 kr

Prolongation for PhD students:

2 days per year + one day extension per meeting. For particularly time-consuming

assignments where the meeting time can amount to 4 hours or longer, a doctoral student can be compensated with a 2-day extension per meeting. The main rule is always that the extension must correspond to the work effort that the assignment requires.

As a suppliant, you do not get compensation if you do not step in for one of the ordinary representatives.

## What is expected of you as a representative:

### Prior knowledge

No prior knowledge is needed. The chair of the body is responsible for giving you an introduction. You can prepare questions and send emails if something is unclear.

### Before the meeting

About a week before the meeting you will get a calling with the agenda and the documents. Read through these before the meeting to better understand the issues that will be discussed and the decisions that will be made.

### During the meeting

As an ordinary representative you have the right to attend, speak and vote. Don’t hesitate to speak if you feel that something is unclear or problematic from a student perspective. Your experience of being a student is important.

### After the meeting

As a representative, you report back to NFR. When you get the calling for the next NFR meeting you will be able to fill out a form, reporting things of relevance that were discussed or decided upon at the meetings you have participated in. As a representative, you can also be present at the NFR meeting and report directly.

### Absence

If you for some reason cannot participate in a meeting, tell the person who sent the calling and, as an ordinary representative, let your suppliant know.

## Next step

Representatives are elected by the Science Faculty Council, Naturvetenskapliga fakultetsrådet (NFR) at their next meeting on the 30th of May. Nominate yourself by sending a written nomination to nfr@sus.su.se before the meeting. You can also nominate yourself at the meeting. However, to make the meeting run smoothly, it is advised to email your nomination in advance.

# IT-beredningen

The mission of the group is to make sure that initiatives and proposals within the IT-area reflects the interest of the Science Faculty. You can read more about it here: <https://www.science.su.se/om-oss/organisation/omr%C3%A5desn%C3%A4mnd-beredningar-arbetsgrupper/it-beredningen-tidigare-it-gruppen-1.541726>.

## What we are looking for

1 ordinary student or PhD student representative, and 2 suppliants

## Why become a representative?

- Knowledge about what is happening on faculty level

- A broader circle of contacts within the faculty

- A merit for your résumé/CV

- Monetary compensation if you are a student; prolongation if you are a PhD student

- A chance to influence important decisions regarding IT

## Language requirements

Swedish

## Term

Until December

## Compensation/prolongation

Compensation and prolongation is awarded in accordance with the university rules: Regler för studentinflytande and Regler för utbildning och examination på forskarnivå.

Compensation for students on bachelor and master level:

‒ 1–2 hour meeting: 600 kr

‒ 3–4 hour meeting: 1000 kr

‒ 5–6 hour meeting: 1500 kr

‒ 7–8 hour meeting: 2000 kr

Prolongation for PhD students:

2 days per year + one day extension per meeting. For particularly time-consuming

assignments where the meeting time can amount to 4 hours or longer, a doctoral student can be compensated with a 2-day extension per meeting. The main rule is always that the extension must correspond to the work effort that the assignment requires.

As a suppliant, you do not get compensation if you do not step in for one of the ordinary representatives.

## What is expected of you as a representative:

### Prior knowledge

No prior knowledge is needed. The chair of the body is responsible for giving you an introduction. You can prepare questions and send emails if something is unclear.

### Before the meeting

About a week before the meeting you will get a calling with the agenda and the documents. Read through these before the meeting to better understand the issues that will be discussed and the decisions that will be made.

### During the meeting

As an ordinary representative you have the right to attend, speak and vote. Don’t hesitate to speak if you feel that something is unclear or problematic from a student perspective. Your experience of being a student is important.

### After the meeting

As a representative, you report back to NFR. When you get the calling for the next NFR meeting you will be able to fill out a form, reporting things of relevance that were discussed or decided upon at the meetings you have participated in. As a representative, you can also be present at the NFR meeting and report directly.

### Absence

If you for some reason cannot participate in a meeting, tell the person who sent the calling and, as an ordinary representative, let your suppliant know.

### Next step

Representatives are elected by the Science Faculty Council, Naturvetenskapliga fakultetsrådet (NFR) at their next meeting on the 30th of May. Nominate yourself by sending a written nomination to nfr@sus.su.se before the meeting. You can also nominate yourself at the meeting. However, to make the meeting run smoothly, it is advised to email your nomination in advance.

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# Section committees, Sektionsberedningarna

The section committees have representatives from all departments within the section. The section committees are; Biological section committee, Geo- and environmental science section committee, Chemical section committee and Mathematical-physical section committee. The committee deals with inter-departmental issues.

Examples of issues that are discussed are undergraduate education, postgraduate education, economics and premises. The committee also prepares matters for the Faculty Board's meetings. The section committees usually meet two weeks before Faculty Board's meetings.

## What we are looking for

1 PhD student representatives and 1 undergraduate student representative in the Biology section committee (the undergraduate student representative is elected by the local student council: BÄR)

2 PhD student representatives and 1 undergraduate student representative in the Geo- and Environmental science section committee (the undergraduate student representative is elected by the local student council: SCEG)

1 PhD student representative and 1 undergraduate student representative in the Chemistry section committee (the undergraduate student representative is elected by the local student council: SCC)

1 undergraduate student representative in the Mathematical-physical section committee.

## Why become a representative?

- Knowledge about what is happening on faculty and section level

- A broader circle of contacts within the faculty and the section

- A merit for your résumé/CV

- Monetary compensation if you are a student; prolongation if you are a PhD student

- A chance to influence important decisions at the faculty

## Number of meetings per semester

3 scheduled meetings and some extra meetings

## Language requirements

Swedish

## Term

Until December

## Compensation/prolongation

Compensation and prolongation is awarded in accordance with the university rules: Regler för studentinflytande and Regler för utbildning och examination på forskarnivå.

Compensation for students on bachelor and master level:

‒ 1–2 hour meeting: 600 kr

‒ 3–4 hour meeting: 1000 kr

‒ 5–6 hour meeting: 1500 kr

‒ 7–8 hour meeting: 2000 kr

Prolongation for PhD students:

2 days per year + one day extension per meeting. For particularly time-consuming

assignments where the meeting time can amount to 4 hours or longer, a doctoral student can be compensated with a 2-day extension per meeting. The main rule is always that the extension must correspond to the work effort that the assignment requires.

As a suppliant, you do not get compensation if you do not step in for one of the ordinary representatives.

## What is expected of you as a representative:

### Prior knowledge

No prior knowledge is needed. The chair of the body is responsible for giving you an introduction. You can prepare questions and send emails if something is unclear.

### Before the meeting

About a week before the meeting you will get a calling with the agenda and the documents. Read through these before the meeting to better understand the issues that will be discussed and the decisions that will be made.

### During the meeting

As an ordinary representative you have the right to attend, speak and vote. Don’t hesitate to speak if you feel that something is unclear or problematic from a student perspective. Your experience of being a student is important.

### After the meeting

As a representative, you report back to NFR. When you get the calling for the next NFR meeting you will be able to fill out a form, reporting things of relevance that were discussed or decided upon at the meetings you have participated in. As a representative, you can also be present at the NFR meeting and report directly.

### Absence

If you for some reason cannot participate in a meeting, tell the person who sent the calling and, as an ordinary representative, let your suppliant know.

## Next step

Representatives are elected by the Science Faculty Council, Naturvetenskapliga fakultetsrådet (NFR) at their next meeting on the 30th of May. Nominate yourself by sending a written nomination to nfr@sus.su.se before the meeting. You can also nominate yourself at the meeting. However, to make the meeting run smoothly, it is advised to email your nomination in advance.

# Advisory committee for collaborations, Samverkansberedningen

Samverkansberedningen prepares matters regarding collaborations to be decided on by the faculty board (ON). The committee also develops suggestions for collaborations for the faculty board, and it is the Area of Science’s contact organ for the External Relations and Communications Office.

## What we are looking for

1 ordinary student or PhD student representatives, and 1 suppliant

## Why become a representative?

- Knowledge about what is happening on faculty level

- A broader circle of contacts within the faculty

- A merit for your résumé/CV

- Monetary compensation if you are a student; prolongation if you are a PhD student

- A chance to influence decisions regarding collaboration

## Language requirements

Swedish

## Term

Until December

## Compensation/prolongation

Compensation and prolongation is awarded in accordance with the university rules: Regler för studentinflytande and Regler för utbildning och examination på forskarnivå.

Compensation for students on bachelor and master level:

‒ 1–2 hour meeting: 600 kr

‒ 3–4 hour meeting: 1000 kr

‒ 5–6 hour meeting: 1500 kr

‒ 7–8 hour meeting: 2000 kr

Prolongation for PhD students:

2 days per year + one day extension per meeting. For particularly time-consuming

assignments where the meeting time can amount to 4 hours or longer, a doctoral student can be compensated with a 2-day extension per meeting. The main rule is always that the extension must correspond to the work effort that the assignment requires.

As a suppliant, you do not get compensation if you do not step in for one of the ordinary representatives.

## What is expected of you as a representative:

### Prior knowledge

No prior knowledge is needed. The chair of the body is responsible for giving you an introduction. You can prepare questions and send emails if something is unclear.

### Before the meeting

About a week before the meeting you will get a calling with the agenda and the documents. Read through these before the meeting to better understand the issues that will be discussed and the decisions that will be made.

### During the meeting

As an ordinary representative you have the right to attend, speak and vote. Don’t hesitate to speak if you feel that something is unclear or problematic from a student perspective. Your experience of being a student is important.

### After the meeting

As a representative, you report back to NFR. When you get the calling for the next NFR meeting you will be able to fill out a form, reporting things of relevance that were discussed or decided upon at the meetings you have participated in. As a representative, you can also be present at the NFR meeting and report directly.

### Absence

If you for some reason cannot participate in a meeting, tell the person who sent the calling and, as an ordinary representative, let your suppliant know.

## Next step

Representatives are elected by the Science Faculty Council, Naturvetenskapliga fakultetsrådet (NFR) at their next meeting on the 28th of March. Nominate yourself by sending a written nomination to nfr@sus.su.se before the meeting. You can also nominate yourself at the meeting. However, to make the meeting run smoothly, it is advised to email your nomination in advance.

# Forskarutbildningsberedningen

## About the committee

Forskarutbildningsberedningen (Research Education Advisory Committee, FB) ensures that the faculty’s PhD student supervisors are offered a course in supervision. The group also initiates surveys of the research education and organizes study principal meetings. In the committee, PhD Students can broach potential problems within the research education that they want the faculty board to pay attention to.

## What we are looking for

1 ordinary PhD student representative from the chemistry section

## Why become a representative?

- Knowledge about what is happening on faculty level

- A broader circle of contacts within the faculty

- A merit for your résumé/CV

- prolongation

- A chance to influence important decisions regarding the PhD education

## Language requirements

Documents are in Swedish but discussions are held in English and non-Swedish speaking students are welcome to participate.

## Term

Until December

## Compensation/prolongation

Prolongation for PhD students:

2 days per year + one day extension per meeting. For particularly time-consuming

assignments where the meeting time can amount to 4 hours or longer, a doctoral student can be compensated with a 2-day extension per meeting. The main rule is always that the extension must correspond to the work effort that the assignment requires.

As a suppliant, you do not get compensation if you do not step in for one of the ordinary representatives.

## What is expected of you as a representative:

### Prior knowledge

No prior knowledge is needed. The chair of the body is responsible for giving you an introduction. You can prepare questions and send emails if something is unclear.

### Before the meeting

About a week before the meeting you will get a calling with the agenda and the documents. Read through these before the meeting to better understand the issues that will be discussed and the decisions that will be made.

### During the meeting

As an ordinary representative you have the right to attend, speak and vote. Don’t hesitate to speak if you feel that something is unclear or problematic from a student perspective. Your experience of being a student is important.

### After the meeting

As a representative, you report back NFR. When you get the calling for the next NFR meeting you will be able to fill out a form, reporting things of relevance that were discussed or decided upon at the meetings you have participated in. As a representative, you can also be present at the NFR meeting and report directly.

### Absence

If you for some reason cannot participate in a meeting, tell the person who sent the calling and, as an ordinary representative, let your secondary representatives know.

## Next step

Representatives are elected by the Science Faculty Council, Naturvetenskapliga fakultetsrådet (NFR) at their next meeting on the 30th of May. Nominate yourself by sending a written nomination to nfr@sus.su.se before the meeting. You can also nominate yourself at the meeting. However, to make the meeting run smoothly, it is advised to email your nomination in advance.

# The board of Stockholm University Centre for Circular and Sustainable Systems (SUCCeSS)

SUCCeSS is a new center at the Chemistry section, focusing on circular and sustainable systems research. You can find more information here: <https://www.su.se/nyheter/nytt-centrum-st%C3%A4rker-forskning-inom-h%C3%A5llbar-kemi-1.546225>

## What we are looking for

1 ordinary PhD student representative and 1 secondary representative

## Why become a representative?

- Knowledge about what is happening on faculty level

- A broader circle of contacts within the faculty

- A merit for your résumé/CV

- prolongation

- A chance to influence the research issues at SUCCeSS

## Language requirements

Swedish

## Term

Until December

## Compensation/prolongation

Compensation and prolongation is awarded in accordance with the university rules: Regler för studentinflytande and Regler för utbildning och examination på forskarnivå.

Prolongation for PhD students:

2 days per year + one day extension per meeting. For particularly time-consuming

assignments where the meeting time can amount to 4 hours or longer, a doctoral student can be compensated with a 2-day extension per meeting. The main rule is always that the extension must correspond to the work effort that the assignment requires.

As a suppliant, you do not get compensation if you do not step in for one of the ordinary representatives.

## What is expected of you as a representative:

### Prior knowledge

No prior knowledge is needed. The chair of the body is responsible for giving you an introduction. You can prepare questions and send emails if something is unclear.

### Before the meeting

About a week before the meeting you will get a calling with the agenda and the documents. Read through these before the meeting to better understand the issues that will be discussed and the decisions that will be made.

### During the meeting

As an ordinary representative you have the right to attend, speak and vote. Don’t hesitate to speak if you feel that something is unclear or problematic from a student perspective. Your experience of being a student is important.

### After the meeting

As a representative, you report back NFR. When you get the calling for the next NFR meeting you will be able to fill out a form, reporting things of relevance that were discussed or decided upon at the meetings you have participated in. As a representative, you can also be present at the NFR meeting and report directly.

### Absence

If you for some reason cannot participate in a meeting, tell the person who sent the calling and, as an ordinary representative, let your suppliant know.

**Next step**

Representatives are elected by the Science Faculty Council, Naturvetenskapliga fakultetsrådet (NFR) at their next meeting on the 28th of March. Nominate yourself by sending a written nomination to nfr@sus.su.se before the meeting. You can also nominate yourself at the meeting. However, to make the meeting run smoothly, it is advised to email your nomination in advance.