

Date: 12 January 2026
Reference: FK/suba

**Minutes of the Faculty PhD Committee meeting on 12 January 2026 kl.
09.00 – 11.00 in FKF meeting room (Ø10-412-2)**

Participants: Head of the PhD School Barbara Guerra, Professor Frank Kjeldsen (chair), Associate Professor Kasper Reitzel, Associate Professor Erik D. Hedegård, Associate Professor Melih Kandemir, PhD student Alexander Lukas Oskar Degner, PhD student Aylin Seren Güler, PhD student Sebastian Bak Jakobsen, PhD student Nicolai D. K. Truong and Vice Head of the PhD School Suba S. Lindholm (minute taker).

Absence:

Agenda

1. Approval of the agenda

Minutes:

Items 3 and 4 were switched. The agenda was then approved.

2. Introduction of new PhD committee members

Minutes:

Head of PhD School Barbara Guerra opened the item with a round of presentations. She encouraged members without a substitute to try and find one. Professor Frank Kjeldsen noted that elected members should discuss the challenge of finding a substitute with their Heads of Departments.

Follow-up:

3. Election of representative for Biology (PhD student)

Minutes:

The PhD Committee approved Sebastian Bak Jakobsen as the representative for Biology.

Follow-up:

Suba will obtain the Dean's approval and initiate the rectoral appointment

4. Election of chair

Minutes:

Professor Frank Kjeldsen was unanimously elected as chair of the PhD Committee.

Follow-up:

Suba will inform the Dean.

5. Election of substitute for IMADA (PhD student)

Minutes:

The PhD Committee approved Katrine von Bornemann Hjelmberg as substitute for Nicolai.

Follow-up:

Suba will obtain the Dean's approval and initiate the rectoral appointment.

6. Approval of changes to IMADA's PhD Study Board

Minutes:

Professor Connie Svabo will step down from IMADA's PhD Study Board. Associate Professor Chunfang Zhou will join the board instead. The PhD Committee approved the change.

Follow-up:

Suba will inform the department.

7. Proposed changes to the PhD Ministerial Order

Minutes:

The PhD Committee discussed potential proposals for changes and decided to continue the work at the next meeting. Members will familiarize themselves with current PhD Ministerial Order before the next discussion.

Follow-up:

Suba will investigate how other PhD schools are handling the process and what changes they expect to propose. Suba will also clarify the formal procedure for submitting proposals.

8. International evaluation – wellbeing survey

Minutes:

The PhD Committee approved the process description for the international evaluation.

Follow-up:

Suba will prepare guidance for the committee's work on selecting focus areas for the upcoming international evaluation, including proposed topics for the wellbeing survey for PhD students and supervisors, as well as the involvement of relevant stakeholders for interviews with the international panel.

Suba will send the material to the committee one month before the next meeting.

9. Observation and feedback on teaching during the PhD Programme

Minutes:

The PhD Committee decided that the new mandatory teaching course offered by SDUUP will be evaluated at the end of the year.

Follow-up:

Suba will contact SDUUP in order to have the course evaluated and to receive the evaluation. The PhD Committee wishes to clarify whether they are allowed to see the evaluation form. The purpose is to ensure that the new modules are relevant to the PhD students and provide them with sufficient new knowledge that can be translated into teaching practice. In this context, it was particularly discussed that the effort to strengthen practical teaching support is essential, and the PhD Committee is therefore considering whether the initiative regarding sparring between experienced and new teachers at NAT should continue to be proposed to management. This will be decided after the evaluation of the new modules and placed on the agenda.

10. Course applications approved by the department's PhD study boards

Minutes:

The PhD Committee took note of the cases.

11. News from the Head of the PhD School/PhD School

Minutes:

Nothing.

12. Any other business

Minutes:

Frank (chair) discussed with the committee whether networking activities should be included in the ECTS weighting of a course. The committee agreed that the current procedure is satisfactory.

The meeting ended at kl. 10.50.