		Bedömargruppen		Vår plan		Ansvar						Tidsplan
Kriterium	Åtgärdsnr	Recommendation	Prioritet	Vad görs idag	Vad skall göras	GRUB	Utbildningsa nsvariq	Studieadministra tion	Lärare/kursledare	Institutionslednin a	Fakultetsledning	
	1a	Standardise the Departmental course syllabi to be in compliance with university standards.	MÅSTE (1)	FUBAS the university online database for Ph.D. courses is now being used	Information to teachers at department meeting about FUBAS is a must-use		х		х			spring 2019
	1b	Standardise the course evaluations	MÅSTE (1)	information to teachers at department meeting: Teachers must activate the process of motivating the students to reply.	Use a common form (mall) for evaluation: i. printed 'local DSE' form, ii.Canvas archived iii. Or one that is made at faculty level to harminize across faculty.		х	х	х	х	х	fall 2019 spring 2020
	1c	and publish the results.	MÅSTE (1)	All evaluations are made and archived	Publication of the evaluations			х				fall 2019
	1d	the syllabi provided to the review group do not meet the university regulations in terms of content (e.g. meeting times)	MÅSTE (1)	unclear what they mean we will follow the standard as close as possible	unclear							
	2	Develop an alumni database that shows the variety of careers that students take following graduation	MÅSTE (1)	Two students are evaulating options for organising Alumni, but problematic with GDPR law	how can this be done within swedish law ?						х	fall 2019
	3	Improve the system for allocation of teaching opportunities to take into account the student development.	MÅSTE (1)	i. An overview is being generated, includes also other duties, ii we are informing supervisors and students about this	i. ask the new students individually what they prefer/wish for ii. information to supervisors that this is to be told at the interveiw and Roland (prefekt) would like to take part in this. etc.		х			х		spring 2019
	4	Develop career planning as part of the ISP and seek to develop networks that link alumni and PhD students in the programme	KAN (3)	i. This will be discussed at PKFU meeting with supervisors and examiners ii. career development day announced at faculty level.	i. it is in ISP but need to follow up on superviser meetings etc. also a ii. point that must be discussed with studierektor and prefekt. iii. A mentor program at GEO is being planned and discussed	:	x			х		spring 2019
	5	Consider providing technical and administrative support for thesis submission.	BÖR (2)	Inofrmation is being made clearly avialable, online flow diagram is available, Jenny is the main contact for the student	a half year prior to defence the submission road must be clear made by exaniner, supervisor and studierektor for the student		х		х		х	spring 2019
	6	Consider simplifying the ISP approval process to allow it to be modified as needed.	BÖR (2)	i We can not change ISP from here, but may suggest to ISP ii. Was discussed at PKFU meeting with supervisors and examiners: made it clear to all who has the initiative	i. We wil make a guidebook for phd students including ISP information; ii. Studierektor contact ISP to optimise		х					2019
	7a	Support students in terms of identifying relevant courses outside of the university and	BÖR (2)	We will put information and links on our webpage	Studierektor will build network with other phd study program responsibles		х					spring 2019
	7b	consider allocating funds to allow students to select courses at short notice when the opportunity arises.	BÖR (2)		i. make funding oportunities visible on a list with links stipends our on webpage; ii department might help if project funds are not available on demand		х			х		spring 2019
	8	Improve information available to students before and at point of entry to PhD programme.	MÅSTE (1)	i. Meetings with all phd students at regular basis, Roland will be there once a term to give info. ii. web page is being modified and also the faculty webpage is much improved now	i. A guidebook document will be made from existing material online ii. send a standard welcome letter from studierektor iii. we plan a mentoring program where an older student will coach a new for a few months this will be helped		х					2019
		Consider how to provide a consistent set of Dept. courses to support graduate training.	KAN (3)	i. A new prefekt beslut: teachers get time from the department in tjenstgöringsplan, the course has a budget (25000 sek. per ects are ready to use) which allows to invite guest teachers too, encourage courses to re-occurs. ii. Faculty common courses also helps. iii. information to teachers about these oportunities will be given at PKFU 12 April	all courses are being made visible at our web-portal, has to link up to FUBAS and faculty pages		x			х		2019
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