



PolyDoc General Assembly

N°8, November 25th 2024, 18:00

By Ehsan Mansouri and Berlind Vosberg

Members present: (cf. Annexe 1)

Meeting opened at 18h15 via Zoom and in CO 2, in-person on EPFL campus

Agenda

1. Welcome
2. Organizational
 - a. Become a member
 - b. Explain the voting procedure
 - c. Approval of the Agenda
 - d. Approval of the [Minutes of the GA of 2023](#)
 - e. Modifications to the Statutes
3. Report of Activities
 - a. Ongoing and Future Projects
4. Approval of the Accounting 2023-2024
 - a. Accounting and Balance Sheet
 - b. Auditor's Report
5. Discharge of the Committee 2024
6. Approval of the Budget 2025
7. Elections 2025
 - a. Committee
 - i. President (1)
 - ii. Vice-president (1)
 - iii. Treasurer (1)
 - iv. Other Roles (2-6)
 - b. Auditors (2)
1. Various

1. Welcome and Agenda

The current president Berlind Vosberg opens the GA and welcomes everyone in person and via zoom. She explains how the GA will go down and gives some basic information about PolyDoc. Berlind points out that everyone willing to vote will need to be a PolyDoc member. Everybody voting will directly become a member. This process does not change anything for the members but raises the credibility of PolyDoc. She finishes this part by giving an overview of the agenda.

2. Organisation

a. Become an official member

Berlind shows how to become an official member for PolyDoc via this link: https://go.epfl.ch/PolyDoc_GA_2024_Member

b. Explanation of voting modalities (google forms)

Shardul explains that the voting this year will take place via a google docs. The link to access the document is: [here](#)

Note: Votes missing from the tool will be counted as abstentions.

c. Agenda of 2024 GA

Approval of the Agenda of the 2024 GA (see above).

Approval of Agenda

Vote: % for out of 39 participants

Yes - 97.5%

No - 0%

Abstention - 2.5%

The Agenda of the 2024 GA is accepted without remarks.

d. Minutes from General Assembly 2023

Approval of the [Minutes of the GA of 2023](#)

Approval of Minutes of the GA of 2023 Vote:

% for out of 23 participants

Yes - 97.5%

No - 0%

Abstention - 2.5%

The minute of the 2023-2024 GA is accepted.

e. Statutes modification

- Collaboration with ELSA: no statutes modifications needed
- Change of the financial accountable year
- Increase the number of committee members to 11 (previously 10)

An annual accountable year runs from December 1st to November 30th. -> An accountable year runs from January 1st to December 31st.

This applies retroactively for 2024.

Approval of Statutes modification Vote: %

for out of 23 participants

Yes - 94%

No - 2%

Abstention - 4%

3. Report of activities 2023-2024

The goals of the PolyDoc association were explained: developing a PhD community, offering a frame of cooperation, communicating important information, and consulting with various EPFL bodies to ensure PhD representation.

Berlind thanks EDOC for the funding that allows PolyDoc activities to be possible.

- **In-person and Online Apéros/Events:**

Apéros were planned to be organized approximately once a month starting in February for PhDs to meet, both for social and informative purposes. All Apéros were held in-person.

- December 2023 - General Assembly both virtual and in person (20 PhDs)
- March - First apero 2024 (100 PhDs)
- April - Apero (110 PhDs)
- May - Trivia Night (80 PhDs)
- May - Clothing Swap (15 PhDs)
- June - Petanque Tournament (20 PhDs)
- July - Outside Apero (100 PhDs)
- August - Joint BBQ apero with EPDA (~200 PhDs/PostDocs)
- September - Apero (120 PhDs)
- October - Apero (50 PhDs)
- November 2024 – GA with Apéro (~40 PhDs)
- December - Christmas Apéro (~110 PhDs)

Berlind mentioned that the attendance in all Apéros were good and especially joint Apéros should be initiated more.

She further thanked all the people helping to organize those Apéros, especially our group of helpers which are much appreciated.

- **Events in Antenna Campuses:**

Berlind explains that PolyDoc is trying to create communities on the EPFL antennas. The idea is to get contacts at each antenna to have them organize events and liaise between them in the spirit of their EPFL attachment.

- Fribourg: PolyDoc helped to organize an Apéro in Fribourg which was appreciated (~30 PhDs)

Berlind mentioned the importance of being connected with the Antenna Coordinator to give the PhDs in the antennas a community feeling. Therefore it would be nice to have an Antenna coordinator from of these campuses to better understand their needs and concerns.

- **Other activities**

PolyDoc organized several seminars regarding the scientific development of the students. There were talks about scientific publishing and entrepreneurship in collaboration with EPIC. To help the students to network and connect, PolyDoc participated in the organization of the PhD Welcome event with EDOC as well as a joint Triviapoly night together with EPDA. Also, a booth at the VivaPoly event were organized with ELSA and EPDA. All of events were a big success and similar things will hopefully be organized next year as well. The seminars on Suisse taxation and the Swiss pillar system helped the students to understand the legal system in Switzerland a bit better. Both events were organized together with EPDA.

- **PhD representation**

The main activities were to coordinate with PhD student representatives and exchange information, communicating via a slack channel. PolyDoc coordinated to keep all new representatives included in relevant groups. During this year PolyDoc emphasized that getting a get together of the reps before the CDoct meeting.

In collaboration with EPDA and ELSA, PolyDoc wrote two response to consultations regarding following topics:

- ETH Board's Strategy for Diversity, Equality, and Inclusion 2025–2028
- Consultation on the revision of the ordinance on the organisation of EPFL (LEX 1.1.1) (= new President)
- Consultation on the Strategic Development Plan 2025-2028

PolyDoc sent representatives to the following task forces, working groups, steering committees and other boards:

- Mental Health WG
- Teaching Assistantship WG
- Parent Network WG
- Alumni portal WG
- Restaurant Commission

4. Ongoing and future projects.

Maintaining approximately one Apéro a month. PolyDoc would like to continue developing Apéros in the antennas and continue collaborating with other EPFL services and associations.

Continued collaboration with PhD representatives, through slack but also the newly introduced Pre-CDoct meetings, as well as Council/Assembly members. Organization of single events like Christmas events, trivia evenings, hiking weekends in Switzerland, climbing hall outing, and game nights were proposed.

Continue supporting the grassroots initiatives from the PhD community. The new committee position of the Initiatives Coordinator was helpful in this regard and will be continued.

PolyDoc also plans to host information sessions on taxes, the Swiss pillar system, immigration laws and possibly related issues. Such events are foreseen and a close collaboration with EPDA and ELSA is wished.

Call for motivated students to contribute with ideas and help with the events; any other ideas could be proposed by the members, which PolyDoc will help organize.

Having a monthly newsletter distributed to all PhD students will hopefully motivate and help with finding the right working group.

5. Approval of accounting for 2023-24

a. Accounts for 2023-24

Shardul presented the balance sheet for 2023-24. Assets, Equities and Liabilities were detailed. Expenses and earnings were reported.

The Assets from the 01.12.2023 (start of PolyDoc accounting year) were CHF 5'231.26 with no liabilities. The budget of PolyDoc had foreseen expenses of CHF 11'650.00 and an income of CHF 8'300.00. A budgeted loss of CHF 3'350.00 would have reduced the reserves of PolyDoc to CHF 1'881.26 in accordance with EPFL guidelines.

Regarding income, PolyDoc had a total income of CHF 8'300.00. This funding comes entirely from EDOC, the financing body of PolyDoc. The difference to the budget stems from the nonparticipation on Vivapoly.

Regarding expenses, PolyDoc total expenses came to CHF 6'466.70. The excess to the budget consists thus of CHF 1'533.30. This difference stems from several Apéros which didn't take place due to lack of organization and space at EPFL. The expenses remained below the budget in all categories but the administrative account. The excess of money spent for administrative purposes is CHF 145.00. This delta stems from a double payment for new banking cards and underestimating several fees. No money was spent on transportation as the COOP delivered the food and drinks for the Apéros.

Apéros were the largest expense. EDOC was the largest source of income. In total PolyDoc retained a gain of CHF 1'533.30 for 2023-24.

The details of the expenses can be found below. PolyDoc further started a cashier as the payment for drinks at Apéros by satellite is handled in cash. We detail the bank account value and the amount of cash retained for on the 25.11.2024 also below.

Expenses			Income		
	Budget	Actual		Budget	Actual
Vivapoly	CHF 200.00	-CHF 299.80	Vivapoly	CHF 300.00	CHF 0.00
Aperos Lausanne	CHF 7,000.00	CHF 3,760.15	Fundings	CHF 8,000.00	CHF 8,000.00
Aperos Antennas	CHF 1,200.00	CHF 532.40	Aperos sponsoring	CHF 0.00	CHF 0.00
Repr. Networking	CHF 1,000.00	CHF 762.40			
Third-Pary-Services	CHF 1,000.00	CHF 782.75			
Sponsoring	CHF 300.00	CHF 375.30			
Administrative	CHF 250.00	CHF 145.00			
Transportation	CHF 200.00	CHF 0.00			
Advertising	CHF 150.00	CHF 210.50			
Committee	CHF 350.00	CHF 198.00			
Total	CHF 11,650.00	CHF 6,466.70	Total	CHF 8,300.00	CHF 8,000.00
Retained Earnings:			CHF 1,533.30		

Assets		Equity & Liabilities	
Postfinance Account as of 25.11.2024	CHF6,730.26	Postfinance Account as of 01.12.2023	CHF5,196.96
Cash	CHF34.30	Cash Stock	CHF34.30
		Liabilities	CHF0.00
		Retained Earnings	CHF1,533.30
Total	CHF6,764.56	Total	CHF6,764.56
Equality: TRUE			

b. Reading of the Auditors' report

Berlind displays the auditor's report and Shardul repeats a short overview.

The auditors, Jakob Langer and Ankita Singhvi, have carried out a limited review of the annual accounts of PolyDoc according to Art. 727 ff. Code of Obligations for the period 01.12.2023 – 25.11.2024 with total earnings of CHF 8'00.00 and total expenses of CHF 6'466.70. The total

assets on the 25.11.2024 amount to CHF 6'764.56. The treasurer was well organized and well prepared with tracking all expenses.

No circumstances were found that indicate that the annual accounts and the allocation of the profit do not comply with the law or the statutes. The accounting is complete and all expenses are justified by an invoice or receipt.

The auditors thus recommend the general assembly to approve the accounting of the aforementioned period.

At this point there were no more questions and the presidency of PolyDoc proposed to vote on the accounting of the 2023-2024 period.

Acceptation of the accounting

Vote: % for out of 39 participants

Yes - 97.5%

No - 0%

Abstention - 2.5%

The accounting 2023-2024 is accepted.

6. Discharge of the Previous Committee

Berlind asks for the global discharge of the committee after having heard about the activities report, the ongoing projects and the accounting. Sourabh asks if there is any opposition against a joint and global discharge of the committee. No one opposes the joint and global discharge.

Acceptation to discharge the previous committee

Vote: % for out of 39 participants

Yes - 100%

No - 0%

Abstention - 0%

The 2023-2024 committee members are discharged.

7. Budget 2024-2025 approval

Berlind presents the proposed budget for 2024-25, highlighting that it is based on the assumptions on the last few Apéros on campus, participation in VivaPoly and new projects discussed during the year.

Regarding the income, PolyDoc expects funding from EDOC at CHF 5'800.-, which is less than in previous years. This is mainly related to budget cuts in the ETH domain. The expected expenses were adjusted regarding the too high proposed needs from the previous year. The funding from VivaPoly was adjusted due to the lack of funding in 2024.

Regarding expenses, PolyDoc expects to spend CHF 300.- at VivaPoly. Apéros in Lausanne are budgeted at CHF 700.- each, with 10 Apéros across the year, for a total of CHF 4'000.00. This

part of the budget has been decreased as of budget cuts. PolyDoc budgeted CHF 1'200.- for one Apéro at each antenna campus except Geneva (CHF 400.- per Apéro per antenna), with the intention of being able to return to EDOC to ask for more funding if the antennas want to host more Apéros. The Third-Party-sponsoring is included in Events Lausanne. PolyDoc budgets CHF 1'000.- Student Representative networking events before CDoct meetings. We expect four such meetings at CHF 250.- each from the experience during the year. Administrative fees are the costs for the bank account at Postfinance. A budget of CHF 400.- is proposed as money for the committee, which should be partially used for advertising and t-shirts and communication with EPFL, where the profit of Vivapoly is also intended to be used to be spent freely as appreciation of the committee.

Total expenses are budgeted at CHF 6600; Total income is at CHF 660. Retained earnings would be CHF 0. The money left on the bank account from the period 23-24 will be used as a backup until the money from EPFL arrives. Also if students are motivated to organize events during the year, this money is attributed to sponsor this.

The general assembly was asked to approve the proposed budget. The account balance is kept to be used to account for any unforeseen or supplementary costs.

Acceptation of the 2024-25 budget

Vote: % for out of 32 participants

Yes - 86%

No - 0%

Abstention - 14%

The budget 2024-2025 is accepted.

8. Elections

a. Committee Election

The committee for 2024-25 has the same structure as in the previous year. No vote is taken on the proposed structure of the committee.

The Committee is elected for one year by the members present at the General Assembly. Each position is described, and then the candidates present themselves. The voting process is done via an anonymous Google form.

i. President (x1)

The President represents the committee and coordinates communications with EDOC and the School, and is the main point of contact for requests of new collaborations. They will delegate jobs to other members of the Committee when needed. They organize regular board meetings and the GA. The President approves the communications of the association, can speak on the name of PolyDoc and represent the association financially.

Candidates:

Berlind Vosberg

Vote: % for out of 22 participants
Berlind Vosberg - 100%
Abstention - 0%

Berlind Vosberg is elected President

The audience gives an applause.

ii. Vice-president (x1)

The Vice-president assists the President in tasks, and can replace the President when needed.

Candidates:

Ehsan Mansouri, Kilian Kröttsch

Vote: % for out of 27 participants
Ehsan Mansouri - 51.8%
Kilian Krotzsch - 40.7%
Abstention - 7.4%

Ehsan Mansouri is elected Vice-President

iii. Treasurer (x1)

The Treasurer manages the bank account, controls the budget and prepares the annual accounts for the GA. The Treasurer must be aware of all the incomes, expenses and budget operations of the association and can represent the association financially.

Candidates:

Shardul Chiplunkar

Vote: % for out of 23 participants
Shardul Chiplunkar – 95.7%
Abstention – 4.3%

Shardul Chiplunkar is elected Treasurer

iv. Social Events Coordinators (x2)

Organizes events such as apéros, and assists with collaborator events. We do not expect them to organize events on their own, though there is an expectation for them to propose and organize regular apéros (usually about 10 per year).

Candidates:

Clemens Wöllhaf, Dorothee Beckendorff

Vote: % for out of 27 participants
Dorothee Beckendorff – 88.9%
Clemens Clemens Wöllhaf – 85.2 %
Abstention - 0%

Clemens Wöllhaf and Dorothee Beckendorff are elected Social Events Coordinators

v. Representation Coordinator (x2)

The representation coordinator keeps the Committee in touch with the Student Representatives for the doctoral programs, and relays important information to the committee. Coordinates the welcome for new Reps, updates the student representatives' email list. (Ideally a PhD representative). Since it has shown, that it is a lot of work to organize these things, this year 2 people will be elected

Candidates:

Camille Rolland, Philippine Milward, Federica Troni, Gian Gentinetta

Vote: % for out of 29 participants

Camille - 55.2%

Philippine - 62.1%

Federica - 34.5%

Gian - 20.7%

Abstention - 0%,

Camille Rolland and Philippine Milward are elected Representation Coordinator

vi. Communications Coordinator (x1)

The Communication position keeps on top of the email inbox, sends out communications, and keeps social media accounts and the website updated.

Candidates:

Pardis Naderasli, Ravinitesh Annapureddy

Vote: % for out of 27 participants

Pardis Naderasli - 63%

Ravinitesh Annapu- 33.3%

Abstention - 3.7%

Pardis Naderasli is elected Communications Coordinator

vii. Antenna Campus Coordinator (x1)

Coordinates regular contact at the antenna campuses and provides them with support regarding apéros, well-being, etc. Encourages antennas to become independent associations and organize their own events. Updates PolyDoc about antenna events and ideally is at an antenna.

Candidates:

Diego Sandoval

Vote: % for out of 24 participants

Diego Sandoval - 91.7%

Abstention - 8.3%

Diego Sandoval is elected as Antenna Campus Coordinator

viii. Initiative Coordinator (x1)

Coordinates and maintains new initiatives from the PhD community (e.g., PhD parent's network, Neurodiversity working group, etc). Also involved in task forces and consultations led by EPFL (e.g. Harassment Taskforce, Future work at EPFL, etc).

Candidates:

Kilian Kröttsch

Vote: % for out of 19 participants

Kilian Kröttsch - 94.7%

Abstention - 5.3%

Kilian Kröttsch is elected as Initiative Coordinator.

b. Election of Auditors

The Auditors control the accounting with respect to factual correctness and compliance with regulations for the past year, who are external and not on the committee. The Auditors check the balance sheets and ensure that the accounting is well kept at the end of the year (November and December, before the next GA).

Candidates:

Jakob Langer, Michael Goddijn

Vote: % for out of 23 participants

Jakob Langer - 91.7%

Michael - 87.5%

Abstention - 8.3%

Jakob Langer and Michael Goddijn are elected as the Auditors.

9. Various

The general assembly was asked for other questions, if any. There were no further questions or discussions.

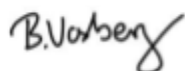
The general assembly was closed at 19h50.

15.01.2025

Lausanne, Switzerland

President:

Berlind Vosberg



Vice-President:

Ehsan Mansouri



