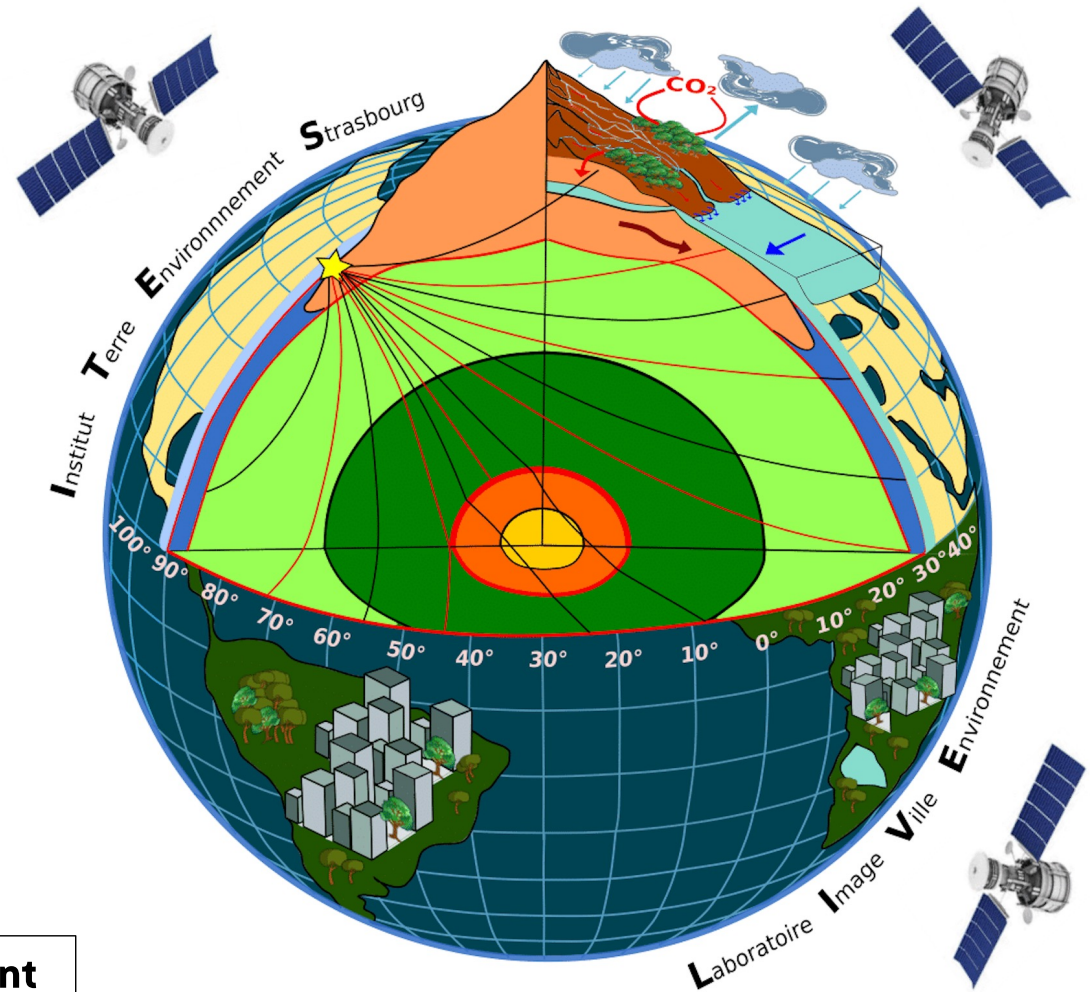


General Assembly

6 Nov. 2024



ED413	Earth Sciences and Environment
	Université de Strasbourg

Outline

1. Information about the doctoral school (ED 413)
2. The individual training agreement (CIF)
3. Amethis and the training record
4. The PhD follow up committee (CSI)
5. Harassment support unit
6. we need....



Information about the Doctoral School Earth Sciences and Environment

ED 413 - *Structure*

- 2 research labs (ITES and LIVE)
- 2 Instituts thématiques interdisciplinaires (ITI)
 - GeoT: Geosciences for the Energy transition
 - Sustainability
- 1 out of the 10 doctoral school at Unistra (about 2500 PhD students)

Information about the Doctoral School Earth Sciences and Environment

ED 413 - *Composition*

74 doctoral students (29 Women and 45 Men) – 3% of Unistra PhD

18 students in 1st year (7 W/11 M)

17 students in 2nd year (7 W/10 M)

18 students in 3rd year (7 W/11 M)

14 students in 4th year (4 W/10 M)

5 students in 5th year (3 W/2 M)

2 students in 6th year (1 W/1 M)

Average duration: 3 years and 6 months

Information about the Doctoral School Earth Sciences and Environment

ED 413 - *Tasks*

- Validation of doctoral students' pedagogical registration
- Attribution of doctoral contracts from Unistra
- Validation of thesis projects for the Grand Est region
- Follow-up of doctoral students, support for supervisors
- Validation of defense files (publication, congress participation, training, jury)
- Proposes or certifies training courses
- Nominate candidates for the University thesis award

Information about the Doctoral School Earth Sciences and Environment

ED 413 – *Organization/governance*

- Direction and secretary

Damien Lemarchand (Dir.), Isabelle Combroux (Dep. Dir.), Blanche Facchini (Sec.)

- Doctoral school council (1 meeting / year)

Direction + 7 lab rep. + 4 Ing. Rep. + 4 students Rep. + 4 external members

- Restricted council (as necessary)

Direction + labs dir. And dep. Dir., master degree managers, 2 students rep.

- Thesis commiittee (as necessary, Exemption, defense jury)

Eliane Propeck, Aude Zingraff-Hamed, Gilles Rixhon, Jean-François Ghienne, Jean-paul Boy

Information about the Doctoral School Earth Sciences and Environment

ED 413 – *Information*

- Website (in reconstruction) – <https://ed413.unistra.fr>

Informations, procedures, official documents

Internal rules and regulations (new version to be voted by the next DS council in dec.)



Information about the Doctoral School Earth Sciences and Environment

ED 413 – *Calendar*

- Octobre – 1st year registration
- Decembre – DS council, Call for proposal Grand-Est Region
- February – Call for PhD projects to be founded by Unistra
- March-April – Unistra PhD award, individual training agreement (CIF) **completed**
- March-June – Follow-up committee **done** with report sent to secretary
- June – selection of PhD students founded by Unistra, Thesis diplomas ceremony
- July-September – 2+ year registration, selection of PDI candidates

Information about the Doctoral School Earth Sciences and Environment

ED 413 – *Calendar*

Year 1

1st registration (financing/doctoral charter/internal regulations)
training agreement set up (Dec-Feb)
Audition by the Follow-up Committee (before **end of June**)
compulsory training: deontology/3h AND integrity seminar/Mooc 10h

Year 2

2nd registration (July to **September 30th**)
Audition by the Follow-up Committee (before **end of June**)
Training

Year 3

3rd registration (July to **September 30th**)
Preparation of defense (training courses, publications, jury)
Audition by the Follow-up Committee (**March-April**) – mandatory if defense expected after Sept. 30th
Final training courses

Year 4

4th registration (July to **September 30th**)
- either defense before the end of the current year (Dec. 20): jury submitted
- or extension: proof of funding and opinion of the Monitoring Committee

Individual training agreement

Convention individuelle de formation (CIF)

Application of the order of May 25, 2016

Modified August 2022

- **Objective:** define and plan the entire doctoral program (research project, individual training plan, composition of the follow-up committee)
- Elle engage le doctorant, son directeur de thèse, le directeur de l'unité de recherche et le directeur de l'école doctorale.
- It may be revised each time you re-register, and must be revised for an derogatory registration (4th year)
- **Mandatory for all doctoral students.**

Individual training agreement

Convention individuelle de formation (CIF)

Catalogue AMETHIS en ligne de l'Unistra <https://formations-collegedoctoral.unistra.fr/>

Online registration for training courses (unsubscribe if you no longer wish to take part!)

Training courses summary

Training validation (54 h cross-disciplinary + 54 h specialized)

- Requests for validation of cross-disciplinary or specialized training courses (other than those offered by Unistra) must be made BEFORE the course deadline. The ED will decide whether or not to validate the request, and will allocate a number of hours depending on the workload and interest of the course.
- Seminars and conferences are considered as scientific training, but the number of hours validated is capped at 27 hours (half the total).
- Organizing, leading and popularizing activities are considered cross-disciplinary training. When you submit your application, the ED will request a complete list of training courses taken (with certificates if possible).

Individual training agreement

Convention individuelle de formation (CIF)

https://ed413.unistra.fr/IMG/pdf/ed413_training_guidelines.pdf

Doctoral School Earth and Environmental Sciences (ED413) - updated Oct. 2024

Type of training	No. of hours validated	Maximum hours	Receipt to be uploaded on AMETHIS
Scientific trainings (total 54h)			
Internal laboratory seminars	1	27	Certificate of attendance
International conferences <u>with</u> oral or poster presentation	8	/	Certificate of attendance + program
International conferences <u>without</u> oral or poster presentation	4	/	Certificate of attendance + program
National conferences <u>with</u> oral or poster presentation	4	/	Certificate of attendance + program
National conferences <u>without</u> oral or poster presentation	2	/	Certificate of attendance + program
Doctoral conference <u>with</u> oral or poster presentation	4	/	Congress registration
Doctoral conference <u>without</u> oral or poster presentation	2	/	Congress registration
Summer school, specific training courses, etc...	No. of hours worked	/	Certificate of attendance + program

Formations transverses (total 54h)			
A.1. Intergity charter in Scientific proefession - MANDATORY	3	/	Certificate
A.03. MOOC Research Integrity in scientific professions - MANDATORY	10	/	Certificate
Monitorat - courses given as part of additional hours	No. of hours worked	8	Certificate
Supervision of one or more M1 or M2 interns	4	4h/yr max and in total	Certificate
URFIST courses or courses offered by the Pôle de formations transverses	No. of hours worked	/	Certificate
Organization of the doctoral conference	18	/	Géré par secrétariat ED413 sur liste présence
Organizing and/or attending the Fête de la Science	No. of hours worked	18	Certificat rédigé par les organisateurs
Organization of and/or presence at the St Marie-aux-Mines Mineral Fair	No. of hours worked	18	Certificat rédigé par les organisateurs
French as a foreign language or English courses	20	/	Certificate
ITES: risk awareness training (Service Santé au Travail CNRS, Service Prévention Sécurité Environnement Unistra)	7	/	Certificate
LIVE : back-to-school day	2	/	Certificate

Individual Follow-up committee

Comité de Suivi Individuel (CSI)

EVERY YEAR between March and June (order of August 2022)

Each doctoral student must have an interview with the follow-up committee **BEFORE** each registration

Composition of the monitoring committee :

- At least 2 teachers/researchers or researchers (emeritus accepted) not involved in the doctoral student's project.
- At least 1 member must hold an HDR.
- At least 1 member of the committee is not involved in the theme.
- If possible, 1 member from outside the unit and/or institution.
- In accordance with the composition defined in the doctoral student's individual training agreement (CIF)

Individual Follow-up committee

Comité de Suivi Individuel (CSI)

- The doctoral student presents his/her work to the follow-up committee, then answers questions from committee members.
 - The thesis supervisor(s) attend(s) the presentation and discussion. The follow-up committee continues the discussion with an individual interview with the doctoral student and an individual interview with the thesis supervisor(s).
1. The follow-up report is signed and sent within 15 days to the doctoral school secretary
 2. The director of the doctoral school signs, with eventual comments
 3. The report is sent to the PhD student and supervisor(s)

Report form to be downloaded at:

<https://ed413.unistra.fr/francais/doctorat/article/suivi-des-doctorants-et-auditions>

You are victim or witness of sexual, gender-based or homophobic violences (VSSH)

Professionals can help you

The VSSH support unit

- Listening and support unit at Unistra
https://violences-sexistes@unistra.fr
- reply by 48 hours, appointment within 5 days
- doctor, social et psychological assistance

Association SOS aide aux habitants - France Victimes 67

- **external** to Unistra (agrement with Ministry of justice)
03 88 79 79 30 (code « Université »)
- Lawyers and psychologists meet you on premises near Esplanade campus.



We need:

- Candidates to participate to DS council (at least 4 names by Nov. 15th)
- 4 to 6 Organizers of the doctoral conference (in Feb. or March to be defined)

