

## Minutes of Board meeting No. 51

Date: 21 October, 2008

Time: 9-12

Place: Latvia University of Agriculture, Jelgava, Latvia

Present:	Lisa Sennerby Forsse	SLU, Chair
	Grete Bertelsen	LIFE
	Knut Hove	UMB
	Anders Johansson	NSB (SLU)
	Jukka Kola	HU-AF
	Lars Moe	NVH
	Antti Sukura	HU-V
	Lena Andersson-Eklund	SLU, Chair NOVA-KUF
	Ulf Jonsell	NOVA coordinator, Secretary

Absent:	Àgúst Sigurðsson	LBHI
	Seppo Kellomäki	JO-F
	Per Holten-Andersen	LIFE

### 51.1 Opening and approval of agenda

The meeting was opened and the agenda was approved

### 51.2 Follow-up on board meeting 50

50.3. The progress of the ICT commission was briefly discussed and the board was informed that the main responsibility for the project will be transferred to Mike Moulton at UMB.

50.6. It was commented that the phrasing of the second decision should be changed to: "That fees will not be charged BOVA PhD-students during the following year, and that this should be evaluated *at the end of 2009*." (Phrasing subjected to change in italics.)

### 51.3 Joint NOVA/BOVA meeting and agreement

*Enclosure: Final version of agreement, subsequently signed at the joint NOVA/BOVA boards' meeting 21 October 2008.*

The content of the draft NOVA/BOVA agreement was discussed and changes were suggested. The major changes regarded:

- to add an item on that an annual cooperation report to be delivered to the boards'.

- to change the focus of item 6a and 6b in the agreement in order to not stress *development* of MSc and PhD education.

**Decision**

That, with the changes made, the agreement was accepted.

**51.4 Follow-up on activities 2008**

Ulf reported on NOVA activities so far 2008.

Grete brought up that an e-moderator course has been offered to NOVA by the e-learning centre at LIFE. The course offer will be considered in conjunction with the result of the ICT commission performed by Peditnet.

**Decision**

That the follow-up report on activities was accepted.

**51.5 Draft activity plan 2009**

The draft NOVA activity plan 2009, previously put forward and commented by KUF, was presented to the board. The board's major comments regarded:

- that local team action plans must be more specific and that NOVA, in order to increase the range of activities and number of applications, and to reach the quantitative goals stated in the NOVA strategy 2007-2010, must work more actively on reaching new potential networks.
- that there within the NOVA institutions are central scientific and educational areas with little or no NOVA activities, possibly due to low awareness of the added value with NOVA. During 2009 areas that potentially could be represented within NOVA should be indentified - a work that must start at the local team level.

**Decision**

That the above comments on activity plan 2009 are forwarded to KUF for implementation.

**51.6 Draft budget 2009**

*Enclosure: Budget 2009*

**Decisions**

That the budget was accepted

That the spring payment of member fees will be 30% of the total sum, in order to avoid equity build up on the NOVA account at SLU. Based on a financial follow-up and prognosis in September 2009, the need for additional funding will be evaluated and a decision on if a full request of the remaining 70% of the member fee is needed, or if the percentage should be reduced, will be decided by the board on its October meeting.

## **51.7 New member Aarhus**

### **Decision**

That the member fee for Aarhus was settled to 24 299 euro. The member fee was lowered from the original suggestion distributed to the board members, due to lower student numbers at Aarhus than prognosticated and since Aarhus has not been able to apply for NOVA funding 2009. The Aarhus member fee 2010 will follow the ordinary member fee model.

## **51.8 Increasing mobility within NOVA**

NSB presented a suggestion on targeted summer courses on BSc level on “hot topics” that would stimulate student mobility and awareness of NOVA.

The board was in general positive to the idea, though some concerns regarding scattering the focus of NOVA activities and a reluctance to build up new courses were raised.

It was also said that the courses do not necessarily have to be on BSc level, but should also be able to attract MSc students and that the present supply of summer courses at the member institutions should be a base to build upon.

### **Decision**

That the idea should be tested and the board delegated to KUF to, together with NSB, identify certain areas of interest for such courses, and to run a few pilot courses.

## **51.9 Name change NSF**

NSF (NOVA Student Forum) has decided to change name to NSB - NOVA Student Board, due to risk of confusion with a Swedish infamous organization.

Board commented on the change of meaning from “forum” to “board”, but did not want to interfere the decision.

## **51.10 Information from members**

Information on activities and political decisions influencing the member universities were given by the board members.

## **51.11 Other issues**

Anders raised a question on reconsideration on the winter mobility window. Lena suggested that in order to get a coherent picture of the present functioning of the mobility windows, it would be better to raise this question after the reports from the local teams have been given on the next KUF meeting. Accordingly the question was postponed.

## **51.12 Board meeting dates 2009**

### **Decision**

The NOVA board will during 2009 meet on the following dates and locations:

27 January – video meeting.

24 April – Oscarsborg, Norway (in conjunction with the NOVA seminar).

20 October – Joensuu.

## **51.13 End of meeting**

The meeting was ended at 12.

Lisa Sennerby Forsse  
Chair

Ulf Jonsell  
Secretary

## **COOPERATION AGREEMENT**

**between NOVA University Network and BOVA University Network**

hereinafter referred to as **“the Parties”**,

### **General provisions**

NOVA UN (Nordic Forestry, Veterinary and Agricultural University Network) consisting of eight network members: The University of Copenhagen, Faculty of Life Sciences (LIFE); University of Helsinki, Faculty of Agriculture and Forestry (HU-AF); University of Helsinki, Faculty Veterinary Medicine (HU-V); The Agricultural University of Iceland (LBHI); The Norwegian University of Life Sciences (UMB); Norwegian School of Veterinary Sciences (NVH); The Swedish University of Agricultural Sciences (SLU); The University of Joensuu, Faculty of Forest Sciences (JO-F) and

BOVA UN (The Baltic Forestry, Veterinary and Agricultural University Network) consisting of four network members: The Latvia University of Agriculture (LLU); The Estonian University of Life Sciences (EMU); The Lithuanian University of Agriculture (LZUU); The Lithuanian Veterinary Academy (LVA),

- pursuant to the Letter of Intent on cooperation between NOVA and BOVA signed in Jelgava on May 10, 2007;
- based on the experience of cooperation on the arena of higher education since 1996

### **have agreed to the following:**

The Parties will continue to develop and perform joint educational and research activities for the mutual benefit of all institutions involved.

### **Aims of the Agreement**

The Parties agree that:

1. Building a strong educational and research network on the platform of the NOVA UN and BOVA UN is an important instrument in increasing international competitiveness of studies and research in the member institutions.
2. The added value from participation in the networks and between networks increases the quality of studies, competitiveness of graduates, extends the possibilities for joining research groups in the Nordic-Baltic and European arena.
3. Exchange of experience between networks enhances existing collaboration and raises the quality assurance of joint activities.

## **Common Activities**

4. Strategic discussions and plans, and information exchange between the two organisations will be performed on the level of joint meeting between NOVA Board and BOVA Rector's Board every third year.
5. Exchange of information and ideas for joint activities and plans for the implementation of activities on operational level will be performed yearly on the level of NOVA KUF and BOVA CC joint meetings.
6. Areas for joint activities are:
  - a) MSc education (short intensive courses, joint programmes, mobility of Master level students).
  - b) PhD education (PhD level courses).
  - c) Professional development of academic staff (teacher mobility, extension of existing academic networks, development of new academic networks).
  - d) Exchange of experience between administrative staff (meetings and visits between NOVA and BOVA secretariats, NOVA/BOVA Nordplus network meetings, etc.).
  - e) Organization of joint conferences and seminars on educational development and quality assurance.
7. Specific regulations to facilitate common activities:
  - a) BOVA PhD students can in 2009 participate in NOVA PhD courses free of course charge. The same applies to NOVA PhD students in BOVA PhD courses. Regulations on course fees beyond 2009 are to be decided by NOVA KUF and BOVA CC, respectively.
  - b) BOVA members can participate as one of at least three network countries in grant applications submitted to NOVA.
  - c) NOVA PhD courses are promoted to be held at BOVA institutions, where the BOVA host is committed to participate in the course arrangements.

## **Coordination of activities**

8. Each activity involving both NOVA and BOVA should be coordinated by one of the secretariats based on an agreement between the two. The coordinating secretariat is responsible for the effective implementation of the joint activity.

## **Financial contribution**

9. The aim of this agreement is not to establish a joint pool for common activities nor introduce an annual fee.
10. Joint activities will depend on external funds obtained from different sources (such as NORDPLUS, NORDFORSK, EU programmes, any national programmes) by the joint effort of involved Parties.
11. Each Party is legible to decide on the participation and the level of participation in any of the activities, which require co-financing.
12. Both of the two mentioned organisations have their own budgets and the decision on allocation of any funds for joint activities depends on each Party's consent.

**Report of activity**

13. A joint report of results from the NOVA/BOVA collaboration will be prepared annually and presented to the NOVA and BOVA Board meetings during the spring semester of the following year.

**Period of Validity**

14. The Agreement will be considered for renewal and revision at the next meeting between the NOVA Board and BOVA Rectors' Board in three years (2011).

In witness of thereof, the Parties have caused this Agreement to be executed by their duly authorized representatives.

Signed in Jelgava on 21<sup>th</sup> of October, 2008 in two (2) original copies in the English language, all copies being equally valid.

**Parties**

NOVA Board Chair  
*Vice-chancellor Lisa Sennerby Forsse*

BOVA Board Chair  
*Rector Juris Skujāns*





## NOVA outcome June 30, 2008 and Budget 2009

	Outcome June 30	% of budget	2008 Budget	Prognosis	2009 Budget
<b>Member fees</b>					
LIFE	73 830	50%	147 659	147 659	145 156
UMB	67 602	50%	135 203	135 203	131 358
NVH	15 972	50%	31 943	31 943	31 377
LBHI	4 792	50%	9 584	9 584	10 668
HU-AF	39 796	50%	79 591	79 591	74 360
HU-V	11 068	50%	22 135	22 135	19 446
SLU	112 780	50%	224 492	224 492	214 393
JO-F	7 196	50%	14 393	14 393	13 944
UA-A					24 299
<b>Total Member fees</b>	<b>333 036</b>	<b>50%</b>	<b>665 000</b>	<b>665 000</b>	<b>665 000</b>
Fee (högskolemomms)	0	0%	-10 000	-10 000	0
External (mainly N+)			100 000	100 000	42 000
<b>Total Fees &amp; Ext. fund.</b>			<b>755 000</b>	<b>755 000</b>	<b>707 000</b>
<b>Activities</b>					
PhD courses	-488 628	122%	-400 000	-400 000	-450 000
MSc Projects			-200 000		-200 000
<i>decided until June</i>	-52 145			-52 145	
<i>NOVA N+ guarantee</i>				-27 000	
<i>allocations fall 2008</i>				-70 000	
N+ MSc			-100 000	-100 000	-42 000
NSB	-10 593	71%	-15 000	-19 000	-21 000
Annual seminar	-18 099	90%	-20 000	-18 100	-20 000
Pedictnet					-10 000
<b>Total Activities</b>	<b>-569 465</b>		<b>-735 000</b>	<b>-686 245</b>	<b>-743 000</b>
Regained (funding not used)	36 641	92%	40 000	40 000	40 000
<b>Secretariat</b>					
Salary	-34 456	64%	-54 000	-68 000	-69 400
Project administration (salary + travel)	-14 385	40%	-36 000	-14 500	0
Travels	-3 657	49%	-7 500	-7 500	-7 500
Other	-8 787	59%	-15 000	-15 000	-15 000
<b>Total Secretariat</b>	<b>-61 285</b>	<b>54%</b>	<b>-112 500</b>	<b>-105 000</b>	<b>-91 900</b>
Internal interest	9 151	183%	5 000	15 000	10 000
<b>Total Activities, Secr. and Interest</b>			<b>-802 500</b>	<b>-736 245</b>	<b>-784 900</b>
<b>Result</b>					
			<b>-47 500</b>	<b>18 755</b>	<b>-77 900</b>
Equity from 2007			175 135	175 135	
Equity 2008			127 635	193 890	
Equity 2009					115 990