

Minutes of Board meeting No. 54

Date: 20 October, 2009

Time: 11.20-12.30; 13.50-16.10

Place: Joensuu, Finland

Present:	Lisa Sennerby Forsse	SLU, chair
	Per Holten-Andersen	LIFE
	Knut Hove	UMB
	Lars Moe	NVH
	Ágúst Sigurðsson	LBHI
	Jukka Kola	HU-AF
	Outi Vainio	HU-V
	Seppo Kellomäki	JU-F
	Henriette Giese	AU-DJF
	Lena Andersson-Eklund	SLU, chair NOVA-KUF
	Anja Pedersen	NSB (SLU)
	Helena Eklund Snäll	NOVA coordinator, Secretary
Absent regular members:		
	Antti Sukura	HU-V
	Just Jensen	AU-DJF

54.1 Opening of meeting and approval of agenda

Lisa Sennerby Forsse opened the meeting at 11.20.

The agenda was approved, no other issues were suggested.

54.2 Follow up on board meeting 53

Board meeting minutes and *Per capsulam* decision were acknowledged.

Jukka Kola raised a question about the term “Political Forum” (53.8). After some discussion the Board agreed that the original intention was to create a “NOVA Policy Forum”, and that the wording therefore should be changed.

Decision: That “Political” shall be substituted with “Policy” in the Activity plan for 2010 (and in other documents where it may occur).

54.3 Information from KUF meeting

Lena Andersson-Eklund reported from KUF-meetings 31-32.

- a) Comments on KUF meeting 31 minutes.
- b) Comments on KUF meeting 32 minutes.

In response of questions from the Board, Lena Andersson-Eklund explained about:

- The NOVA guarantee.
- Reasons for rejection of three (3) applications in the spring application round.

Lena Andersson-Eklund also explained about the situation with accommodation costs and NIMC, and put forward the suggestion from KUF that the rules for NIMC funding are revised.

Decision

That the rules for NIMC funding are revised so that parts of the grants can be used for student accommodation.

54.4 Activity report for 2009

Helena Eklund Snäll reported on the activities so far 2009.

The following questions were brought up by the Board:

- *Whether the Erasmus Mundus project is called “Food for Life” or “Food of Life”?*
Helena Eklund Snäll will double check and make sure it is correct in all NOVA documents;
- *Which NOVA members are partners in the EM programmes that received funding 2009?* This question resulted in a request for a discussion about which NOVA members should be part of future EM applications, and whether the NOVA network should encourage participation of NOVA members in such applications. Lisa Sennerby Forsse explained that according to the regulations, too many Nordic partners cannot participate. Per Holten-Andersen suggested that the next board seminar could focus on how Erasmus Mundus could be used more strategically for NOVA members.

Suggestion: That a topic of next board seminar is how Erasmus Mundus can be used strategically for NOVA members.

- *Whether support will be given by NOVA 2010 for applications to Erasmus Mundus?*
Lena Andersson-Eklund explained that it is not budgeted for separately, but that it can be included within the budget for MSc projects.
- *NOVA contacts with The Nordic Council of Ministers (NCM)?* Due to less funding from the NCM (through Nordplus), more NOVA money are used for mobility. After some discussion on how to re-establish a link to the NCM, the Board came up with the following suggestions:
 - 1) That the secretariat shall investigate whether NOVA as a network can submit applications to the NCM.
 - 2) That the secretariat shall investigate whether NOVA in the future can require direct applications also to Nordplus from all NOVA applicants.
 - 3) That NCM people are invited to next NOVA Board seminar or annual seminar.
 - 4) That an item “Funding from NCM” is listed as a topic for next NOVA board meeting, and that the secretariat then presents a statistical background of funding from NCM. The secretariat should also investigate when next deadline for applications to the NCM is, so that opportunities for submitting applications are not missed.
 - 5) That the secretariat investigates how the NCM’s reorganised funding system works – is it in this context wise to be partner with BOVA?

- *How many NOVA networks are there?* Helena Eklund Snäll explained that the situation is unclear since only networks at PhD level are registered in the Online application database, and only larger networks are listed on the NOVA website (http://www.nova-university.org/4nov_net2.htm).

Suggestion: That the (next Icelandic) secretariat makes a survey of networks at all levels.

- *What is the difference between the application system and the administrative system?* Helena Eklund Snäll explained that the application system¹ is based on an Online php-database, whereas the administrative system² is based on a FileMaker database (not Online). Currently, data from the application system has to be transferred manually to the administrative system. A process of making the transfer simpler has been initiated but not yet completed due to the staff situation (the database developer working with his NOVA commission on his spare time). Furthermore, when compiling applications the separate parts (documents) have to be downloaded one at a time, which is very time consuming.

Suggestion: That the database situation is looked over and, if needed, money is allocated for a major makeover.

54.5 Final budget for 2009

The half year account and prognosis for 2009 were presented by Helena Eklund Snäll, who also explained about the suggested reduction of member fees.

The board's major comments regarded:

- *The big difference between the amount paid out for PhD projects up to 30th June 2009 (32 472 €) and the forecasted amount for the whole year (438 161 €).* Helena Eklund Snäll explained that 1) very few of the courses had run before 30th June, and 2) that courses are rarely reported within the agreed deadline (and payment consequently taking place long after the course has been run). The Board urged the Secretary to push course leaders to submit reports and invoices according to the agreed deadline (3 months after course/project is finished).
- *Whether no more member fees should be taken in during 2009 due to the above.* The board agreed that the original budget should be stuck to throughout the whole year.
- *The possible event of loss of money, due to currency decline, if membership fees are paid to SLU in December, just before all NOVA's assets are transferred to Iceland in the beginning of 2010.*

Decision

That the original budget shall be stuck to, except for the NOVA member fees which shall be reduced to 82% of the budgeted amount. Being a new member, Aarhus shall pay 93% of the budgeted amount.

¹ Used by applicants for submitting applications and administrating projects and networks; and used by the secretariat for "harvesting" applications, and administrating networks and users.

² Used by the secretariat for administrating projects.

54.6 Draft budget for 2010

A draft budget corresponding to the draft activity plan was presented by Helena Eklund Snäll.

The board's major comments regarded:

- *The size of the member fees.* Per Holten Andersen commented that an agreement was made already last year that member fees would be reduced in 2009 and then adjusted back to "normal" again in 2010. Jukka Kola raised a fear that budgeting for slightly higher member fees 2010 than earlier will result in a renewed equity build-up. Lena Andersson-Eklund responded that the "extra" money will be spent on "new areas", BSc courses and NOVA guarantee (not PhD courses).
- *Funding of "new areas".* Knut Hove suggested that an official list of active networks should be compiled before money is allocated for networks in "new areas". Lisa Sennerby Forsse remarked that then a definition of a NOVA network has to be formulated, and a discussion on that issue followed. Ágúst Sigurðsson commented that it is important to budget for "new areas" since it can be regarded as "seed money". Per Holten-Andersen agreed with Ágúst, and reminded the Board that NOVA since long has funded networking activities, and also that NOVA previously organized conferences during which networks presented their activities.

Suggestion: That an item "Criteria for networks" is listed as a topic for next NOVA board meeting. The discussion should be based on the short document with Euroleague's³ criteria for networks.

- *Internal interest.* "Internal interest" should be changed to "Interest".

Decision

That NOVA's member fees 2010 are increased to a total amount of 720 000 €.

54.7 a) Draft activity plan for 2010

The draft NOVA activity plan 2010, previously put forward to and commented by KUF, was presented by Helena Eklund Snäll.

The board's major comments regarded:

- *External funding.*

Suggestion: That an item "External funding" is inserted into the Activity plan 2010, including an assignment to the Secretariat to follow up NOVA funding from Nordic Council of Ministers and present it at the January Board meeting (see 54.4 above).

- *A4 (Erasmus Mundus).* The Board suggested that:
 - New applications to Erasmus Mundus shall be funded within the budget for MSc projects.
 - A special discussion/work shop on strategies regarding EM could be a topic for a Board/NOVA seminar.

³ Euroleague for Life Sciences (ELLS)

- *C4 (New Members)*: Due to the merging of University of Joensuu and University of Kuopio to University of Eastern Finland, JU-F will change name and School of Forestry will be the NOVA member.
- *C6 (Political forum)*. The word “political” shall be replaced by “policy” (according to decision 54.2 above).
- *D6 (Document handling and administrative systems)*. The Board considered it extremely important to focus on D6, and to make sure that the system(s) is used as a document bank. If making improvements is associated with large expenses, money should be allocated.

Suggestion: That the secretariat investigates the cost for improving the system(s), and comes up with a suggestion to the next board meeting.

Decision

Next year’s board meetings will take place as suggested:

1. 27 January, 9.00-12.00 (GTM +1; Swedish, Norwegian, Danish time) (video meeting)
2. 7 May (Selfoss, Iceland)
3. 20 October (Aarhus, Denmark)

b) Preparatory discussions regarding next strategic plan 2011-2014

Lars Moe reported on how the NOVA strategy 2007-2010 was produced: it was a rather long process and an external consult was engaged. After some discussion the Board agreed that, as the new strategy will be based on the current strategy, the work is anticipated to be less demanding and an external consult will not be needed. However, input will be needed from an active Board. LBHI will be responsible for starting the process before/during the seminar on Iceland in May 2010.

Suggestions from the Board regarding annual seminar 2010:

- That representatives of the following “agencies” could be invited: the Nordic Council of Ministers, the Norwegian Internationalisation Board, a constellation of Nordic ministers in Agriculture, forestry, fishery, a Ministry of Education (e.g. the Icelandic education minister), and public officials that work in ministries.
- That the following topics could be focused on:
 - “What is the effect of Nordic education in a Global economy?”
 - “The knowledge triangle” (education, research, innovation)

These topics would require us to invite persons representing EU education.

Lisa Sennerby Forsse concluded that the local NOVA teams should be asked to prepare discussion points for the January Board meeting. Then the Icelandic team should prepare a suggestion for the seminar. The process should then be continued during the year. She closed the discussion by urging everyone to suggest persons that could be invited as soon as possible.

Decision

- 1) The Icelandic team/secretariat shall define a process that includes a plan for deliverables.
- 2) The local NOVA teams shall submit input on the following to the January Board meeting:
 - a) Which activities, that NOVA does successfully today, should be kept?
 - b) Which new activities should NOVA focus on in the future?

54.8 Length of chairmanship

The Board agreed that it is unrealistic to have either longer or shorter periods of chairmanship than two years. However, a full start is needed and the secretariat must therefore function properly.

Decision

That the rotation period for NOVA's chairmanship shall be two years.

54.9 Short report from the member universities/faculties (effects of the financial crisis, student recruitment, etc.) *5 minutes per board member.*


Each Board member gave a short report from their university.

54.10 Other issues


The Board decided to cancel the planned Board Seminar due to lack of time.

54.11 End of meeting

Lisa Sennerby Forsse ended the meeting at 16.10.



Lisa Sennerby Forsse
Chair



Helena Eklund Snäll
Secretary