

Time: 18th October 2012

Place: The University of Copenhagen

Time: 9:35 – 16:00

Participants:

Antti Sukura, chair	HU-V	
John Renner Hansen	SCIENCE	
Hans Fredrik Hoen	UMB	
Yngvild Wasteson	NVH	
Lena Andersson-Eklund	SLU	substitute for Lisa Sennerby Forsse
Marketta Sipi	HU-AF	
Elise Norberg	AU-A	substitute for Jes Madsen
Ágúst Sigurðsson	LBHI	
Heli Peltola	UEF-F	substitute for Timo Tokola
Birgit Nørrung	HEALTH	
Julia Weijola	NSB	
Anna Valros	KUF	

Secretary: Terttu Virri

63.1 Opening of the meeting, presentation of the representatives and substitutes

The chair opened the meeting and welcomed everyone. The new Board members, John Renner Hansen, Birgit Nørrung, and Julia Weijola, and the substitutes for the regular Board members were presented and welcomed.

The Board was given a presentation of the Faculty of Science and of Faculty of Health and Medical Sciences of the University of Copenhagen, by the Dean John Renner Hansen and the Associate Dean Birgit Nørrung, respectively. The presentations will be uploaded in the NOVA web pages / internal Board.

63.2 Approval of the agenda and election of two inspectors for the minutes

Decision: The agenda was accepted, with additional item added, namely rotational secretariat. Yngvild Wasteson and Lena Andersson-Eklund were elected to be the meeting minutes' inspectors.

63.3 Formal decision about the former LIFE representation in NOVA organs

With the organizational changes at the University of Copenhagen, NOVA members of UC are currently the Faculty of Science (NOVA abbreviation: SCIENCE) and the Faculty of Health and Medical Sciences (HEALTH). These two members will be independent from each other and each of them will pay separate membership fees, hence entitled to have a representative both in the Board and the KUF.

Decision: The proposal was accepted.

63.4 Follow-up on the Board meeting 62

The Board was given the possibility to comment on the Board meeting 62 minutes or items of the meeting. No questions or comments were made.

63.5 Information on KUF meeting 43 and 44

The secretary presented some items on the KUF meetings 43 and 44. The KUF chair Anna Valros explained more on the issue of NOVA receiving relatively few grant applications, problems with perhaps too strict criteria for the origin of the teachers of the course (which currently is minimum of two, preferably three NOVA countries), and that the NOVA KUF has already discussed the scenario of possibly lower budget for the PhD courses concerning the future open calls.

The KUF meeting minutes 43 and 44 were acknowledged.

63.6 Report on EC decisions

The secretary informed the Board that the NOVA EC had made two decisions since the last Board meeting: A planning grant (5000€) for the Plant Breeding network and a grant of 5000€ for the yearly meeting of NOVA BOVA Nordplus network coordinators.

63.7 Draft of the Annual Report 2011

The secretary informed the Board that she has received a draft of the Annual report 2011 from the former secretary. There is still some member data missing, and the attached draft of the report was without the additional tables and figures.

Action: The secretary will pursue in getting the missing data for the report, complete the report and circulate it to the Board by email, and the report will be accepted as per capsulam decision.

63.8 8 months' account, a prognosis for the end of year accounts

The secretary presented the eight months' account and a prognosis of the situation at the end of the year. The accounts and the prognosis were discussed. It was pointed out, that "regained grants" should not be an item in the budget (since it is always an estimate). Instead, there should be an item for "grants to be billed", i.e. grants that not have been invoiced from NOVA on due time.

The problem with the unreported grants was discussed. The secretary explained that there are several unreported old grants that make it difficult to prepare a budget. The current situation, where reporting has a dead line but no sanctions are implemented even if reporting is due, is not satisfactory.

Decision: The eight months' account was accepted.

Action: The secretary will prepare a proposal to KUF about a fixed dead line for reporting, and actions to be taken if the reporting is late. It was agreed that after a certain time, and after giving the grant holders and their universities / faculties / schools warnings, the cost of the projects / courses will fall upon the grant holder's university.

63.9 A proposal from the Danish member institutions for changes in NOVA

The Danish member institutes' proposal for making some changes in NOVA, in order to cut the expenses, was discussed. There was a vivid conversation about the proposal, and consensus that NOVA needs to renew in order to be cost effective and able to give the members value they are expecting to get with their input. The chair thanked Danish colleagues for the proposal.

Decisions:

- 1) A new NOVA strategy will be created. It will be valid for the years 2014-2017, replacing the old one (2011-2014) a year ahead of the schedule
- 2) The future seminar in Uppsala, 23.-24.5., will be a strategy seminar with a purpose to formulate the new strategy. The participants will be the Board members, the KUF members, and the coordinators.

- 3) The timeline for preparing the new strategy will be as follows: During the fall, strategic issues will be discussed at the member units. At the Board meeting on 5th February, the May meeting will be planned. By the end of this year, the draft of agenda for the strategy seminar in May will be out.

63.10 Draft of the budget 2013, discussion on the member fee calculations

The draft of the budget for 2013 that was presented at the meeting, was based on the membership fees that were calculated using the same percentage share out per member institute than on the budget for 2012, and using 600 000,00 € as suggestion for the total amount of the member fees for 2013.

The secretary explained the budget and suggested to separate the Nordplus budget from the NOVA budget, on the grounds that the Nordplus funding is for each academic year, whereas NOVA's budget runs on the calendar year basis. The NOVA BOVA Nordplus coordinator (currently Janna Koivisto, HU-V) is responsible for the budget of the network, while the NOVA central coordinator is responsible of the NOVA budget.

The budget was discussed. It was pointed out that there was an error in the calculations for the PhD course funding. The total amount of the grant applications that will be decided in November, is not 135 944,00 as in the draft of the budget, but 305 632, 00€.

Decisions:

- 1) The total amount of the member fees was set to 545 000,00 €. The division between the members will be done with the same calculation model than for the year 2012.
- 2) The membership fee calculations for 2014 will be discussed in Uppsala in May 2013.
- 3) The maximum amount to be given out as grants for the autumn call 2012 applications will be 100 000,00 €
- 4) For the strategy seminar in May 2013, 8 000,00 € will be reserved.

Actions:

- 1) The chair will prepare a new draft of the budget, correcting the mistakes and with item for unreported grants and "regained project grants" removed. The secretary will send the new draft to the Board. The Board will make a per capsulam decision about the budget.
- 2) The secretary will inform KUF about the limits for granting the autumn call applications.

63.11 Draft of the Activity plan 2013

The Activity plan 2014, which was approved by the KUF was presented. The secretary explained the changes made to the plan, both content wise and format wise.

Decisions: The following changes to the draft of the activity plan 2013 will be made:

- 1) A new item for the activity plan (as number 1): NOVA strategy
- 2) NOVA will have only one open call next year, in autumn. This concerns both PhD course applications and other applications exceeding 5 000,00 €. Both items including information on this ("Quality PhD courses" and "Cooperation within MSc education" will be changed according to this decision.
- 3) The NOVA KUF / BOVA CC meeting will not be held during the annual seminar, but as a video meeting on a time later to be defined.
- 4) The funds for the NOVA student Board for the year 2013 will be 17 000,00 €.
- 5) The item 7, policy forum, will be changed so that the notion about annual seminar will be replaced by "strategy seminar", the theme being the renewal of the strategy. Funding for this will be according to the Board decision: 8 000,00 €.

- 6) Of the item 2, "Visibility and communication", the first point "creating NOVA promotional material", will be taken off, since this action is to be finished during the current year.
- 7) As there will be only one call for applications, the KUF meeting of June will be cancelled.

Actions: The secretary will make the above mentioned changes and send the new draft for the Board members to be accepted. After approval, the secretary will send confirmed Activity plan to the KUF and coordinators, so that the local activity plans can be done on the basis of it. The secretary will inform the BOVA secretary about the change about the meeting with BOVA, and the cancellation of the annual seminar.

63.12 Annual Seminar 2013

As the Board decided on the item 63.9, that there will not be a traditional annual seminar, but a strategy seminar, on this item the board discussed especially how to develop new models and actions of NOVA as a network offering PhD education. It was seen important to find out how different actors of NOVA courses (course leaders, teachers, students) see the role of NOVA and what measures can be taken to lower the costs of the PhD courses.

Decision: As the strategy seminar replaces the annual seminar 2013, decisions about the changes regarding the PhD education will be included in the new strategy.

Action: The secretary will prepare a proposal of a list of questions to be presented at the KUF meeting in November, which will be used at the member institutes, to find out in which direction should NOVA be directed to. The member institutes will gather the information and the findings will be used at the strategy seminar as one basis for the decision making.

63.13 Policy forum: Requirements for NOVA PhD courses vs. strategic goals

As an introduction, Anna Valros explained that the KUF had discussed the problems of reaching the quantitative goal for the PhD courses (as outlined in the present strategy) and the fact that NOVA is getting less PhD course applications than before. The KUF had wished to take the matter for the Board to discuss.

The Board had a short discussion about the grounds for the alternative of maintaining the goals and possible measures to be taken to achieve it, and the possibility of loosening the requirements in order to get more courses. Different views were presented, and the discussion was set to be continued at the strategy seminar.

63.14 Other issues

1) Rotating secretariat

The chair brought up the issue for the rotating secretariat. As the chairmanship has been in Sweden, Iceland and currently is in Finland, either Norway or Denmark could be the next host for the secretariat.

Decision: The Board will make a decision about the chairmanship for 2014-2015 in May, when the decision about the nature of the secretariat has been made (ref. the Danish proposition, item 1).

2) For information

a) SNS agreement 2012 The secretary presented the new agreement with the SNS. As a change to the previous agreements with SNS, NOVA's wish to be able to receive up to 12 000,00 € for a single forestry related course was granted by SNS. The secretary will prepare an invoice on a yearly basis to SNS.

b) NJF cooperation The secretary told the Board that the representatives from the Nordic Association of Agricultural Scientists, NJF, had approached NOVA with a proposition to have more intensive cooperation. A combined NOVA PhD course and NJF seminar could be a possibility for further cooperation. An initiative of this kind could happen at the earliest in 2014, if application for a PhD course would be submitted in 2013.

c) EFINORD cooperation The secretary informed the Board, that EFINORD and NOVA had been advertising each other's calls, and that NOVA has agreed of not requiring a one year pilot phase of the EFINORD networks applying for NOVA funding, as long as their networks fulfil the criteria for NOVA networks. Also EFINORD would be interested in a combined NOVA course and a conference. The same network could apply for a course funding from NOVA; and funding to set up a conference from EFINORD.

63.15 News from member institutes

A short round for the member news took place.

Hans Hoen told about the merging process of UMB and NVH, which will be in effect from 1st January 2014, providing the funding is granted. The two universities are plan to unite physically in a new building in 2019. Marketta Sipi from HU-AF explained the difficult economic situation of the faculty and the University of Helsinki, and told there had been a so called steering group preparing issues connected to the possible changes to be made. Currently, the faculty is preparing the target plan for 2013-2016 and negotiating of the targets and funding with the university.

SLU's representative Lena Andersson-Eklund said that SLU has two external groups giving input to the organization and education, and they have received some interesting suggestions of changes to be made. Heli Peltola from the University of Eastern Finland told that they have been celebrating 30 years of forestry studies and that the faculty had a 30% increase in the number of applicants for master studies this year.

Antti Sukura told that the Faculty of Veterinary medicine had received good results on the research evaluation. Also HU-V faces economic difficulties, with freezing of the budget. Julia Weijola as the NOVA student board representative told that NSB is hopeful to work with new survey software, which makes it possible to analyse the responses easily. NSB has discussed of doing the survey possibly on a yearly basis. NSB will contact the secretary about their suggestions of making the NOVA website more user-friendly. NSB will contact LBHI to discuss the contents of the promotional video, which LBHI is currently the responsibility of.

63.16 Meeting dates for 2013

Decision: The proposal of the secretary about the meeting dates and hosts for 2013 was accepted. The Board will meet in 2013 as follows:

64	Tue 5.2.2013	Video meeting at 9:30 Scandinavian time (Iceland 8:30, Finland 10:30)
65	Thu/Fri 23./24.5.2013	Strategy seminar in Uppsala / SLU
66	Tue 15.10.2013	HU-V

63.17 End of the meeting

The chair ended the meeting at 4 pm.