

Meeting participants

Anna Valros, chair	HU-V	Janna Koivisto
Mari Sundli Tveit	UMB	Cathrine Strømø
Juha Helenius	HU-AF	Sari Mikkola
Halvor Hektoen	NVH	
Lena Andersson-Eklund	SLU	Helena Eklund Snäll
Grete Bertelsen	SCIENCE	Nils Brix Hornbek
Elise Norberg	AU-A	Susanna Pakkasmaa (joined during 47.7)
Björn Þorsteinsson (joined during 47.10)	LBHI	
Heli Peltola	UEF-F	Pauliina Karvinen
Hanna Grisum Husum	NSB	
Marcus Andersson	NSB	

Secretary: Terttu Virri

Absent

Hans Henrik Dietz	HEALTH	Jill Archer
	LBHI	Thorbjörg Valdis Kristjansdottir
	AU ST	Marianne Aarø-Hansen
	NVH	Melanie Etchell

47.1 Opening of the meeting

The meeting was opened by the chair seven minutes later than scheduled, due to technical problems. Björn Þorsteinsson joined the meeting only during 47.10, due to the secretary's mistake in calculating the time difference between Finland and Iceland.

47.2 Approval of the agenda

The agenda was approved. After the item 47.9, it was agreed that the item "Other issues" (in agenda 47.11) will be dealt with before the item "News from the member institutes" (in the agenda 47.10). The order has been changed accordingly in the minutes.

47.3 Follow-up on the KUF meeting 46 (5.3.2013) and the meeting at the strategy seminar May 2013

The chair referred to the background text prepared by the secretary, and it was agreed that concerning 47.3 and 47.4, only the items which someone wishes to bring up, will be dealt with.

The following attachments concerning this item were enclosed in the meeting material: KUF meeting 46 minutes, KUF meeting session (24.5.2013) minutes and a template of the renewed course certificate. The latter one was briefly discussed. It was suggested that the size of the letters of the course description could be bigger. Overall, the KUF was satisfied with the new layout and content of the certificate.

Anna Valros explained that she will start working on the renewal of the application evaluation process and evaluation criteria on week 39, and that the other members of the set working group (Björn Þorsteinsson, Elise Norberg and Terttu Virri) will be invited to give their input on the matter.

No questions or comments were made by the participants on this item.

Action: The secretary will ask the database manager to change the font in the course description section of the course certificate to be bigger.

47.4 Information on the Board meeting 65

Anna Valros mentioned that sending the first draft of the strategy to the members was postponed of what was mentioned (by 15th September) in the background of meeting items –document. The first draft will be sent by Friday 20th September.

47.5 Information on the EC decisions

Contrary to the presentation text in the background of meeting items document –one NOVA EC decision was made since the last KUF meeting. The secretary told that on 16.9.2013, the EC granted 5000 € the NOVA BOVA Nordplus Network for network meeting. The main applicant was the Nordplus coordinator Janna Koivisto. This grant was preliminary accepted as part of the NOVA guarantee item in the NOVA budget.

47.6 Information on the open autumn call 2013

The secretary told that by the KUF meeting, 5 PhD applications have been submitted. Some of those are still incomplete. On the basis of experience from previous years, most of the applications will be submitted during the last two weeks of the open call.

Anna Valros told that the secretary has updated the application guide, as well as the guides for grant holders for administrating. The member institutes are kindly requested to advise the applicants to use renewed documents instead of the old ones.

Lena Andersson-Eklund asked the secretary if she had received any feedback about the new rules concerning lower course budget. The secretary said that some of the applicants have been complaining about low SAN (student accommodation and meals per night) budget frame, saying that this will result in lower number of students.

47.7 Discussion on the future role, structure and functions of NOVA Student Board

The enclosure, the renewed statutes of the NOVA Student Board, was delivered to the KUF and coordinators on 13th September. The statutes were renewed on the basis of the NOVA Student Board meeting on 6.-8.9.2013.

Hanna Husum (NSB) said that overall, the biggest change in the statutes are connected to the fact that in the future, only PhD students would be represented in the NSB, because most of NOVA's functions lie in PhD education. This will reduce the number of members in half of the current number. The NSB is also willing to cut the number of face to face meetings per year, and video meetings would be organised on the basis of need.

Susanna Pakkasmaa pointed out that the name of the Aarhus NOVA member is incorrect in the statutes, and should be changed to "Aarhus University, Science and Technology".

The statutes were discussed point by point. Comments on the following points were given: §3 Aim, §4 Membership, §5 Tasks, §6 Financial matters, §10 Election, §11 Meetings and §15 Enforcement.

It was discussed that the aim (§3) should be more active like, and that after the new NOVA strategy is confirmed, the NSB could mention in the aim that they support NOVA strategy. Working towards high quality courses could also be mentioned as aim. **Action: The NSB representatives of KUF will take this matter to be discussed with the NSB chair and other NSB members.**

The chair pointed out that it is possible that §4 has to be changed, since the new strategy includes a suggestion that NOVA UN doesn't require every member institute to have a local team, so that the local team can't be the one to give mandates to the student representatives of NSB. It was discussed that the formulation could be "Mandates are given among and by students". **Action: The NSB representatives of KUF will take this matter to be discussed with the NSB chair and other NSB members.**

Concerning the §5, the KUF saw that the formulation of the text gives quite a passive image of the tasks of the NSB. KUF suggests that the NSB discuss about changing the formulation to be "NOVA NSB contributes to the NOVA Board" was seen agreeable. Hanna Husum said that the renewed statutes were formulated to be broad and flexible, but was not opposing of changing this item to express NSB's role as an active part of NOVA UN. **Action: The NSB representatives of KUF will take this matter to be discussed with the NSB chair and other NSB members.**

As addition to §6, notion that the NSB budget is accepted by the NOVA Board, and the central coordinator will act as a bursar and do the bookkeeping of NSB should be included. **Action: This item will be changed according to the suggestion.**

§10 Election: Anna Valros suggested that the election of NSB members should be made to stagger, so that the members wouldn't all change at the same time. Hanna Husum pointed out that it is a constant problem with student board members changing so often, and that it is very hard to find members who would be committed even for two years. (No action.)

The number of meetings per year (§11) was discussed. It was seen important that the student board could also meet at the yearly strategy seminar. Marcus Andersson stated that if NSB is to have only one face to face meeting, it should be prior to the Board meeting at the prospective yearly strategy seminar. Both Janna Koivisto and Anna Valros thought it could be better if NSB had two face to face meetings per year. Hanna Husum said that in the statutes, a phrase "at least one live meeting" could be included in the statutes and that it could also be stated that "the chairman coordinates the meetings with the NOVA board". **Action: The NSB representatives of KUF will take this matter to be discussed with the NSB chair and other NSB members.**

§15: Anna Valros pointed out that the NSB statutes must be confirmed by the Board and this must be mentioned in the statutes. **Action: This item will be changed.**

Action: The NSB will prepare a new draft of the statutes, according to the discussion, and will have it ready at least one week before the NOVA Board meeting in October 15. The new draft will be handed over to the secretary.

47.8 NOVA general activity follow-up

The chair asked if anyone had comments on 47.8. No comments or questions were received.

47.9 Nordplus report 2012-2013, Nordplus support (NOVA guarantee) for 2014 (presented by Janna Koivisto)

Janna Koivisto, the Nordplus coordinator, explained this item. She said that the dead line for reporting the Nordplus grant for the academic year 2012-2013 is 1st November, and that she doesn't yet know the final amount used. In the future, all long term mobility costs will be pursued to be included in the Erasmus programme rather than in Nordplus. .

As a proposal for the Board, Janna Koivisto had presented amount of 50 000 € as guarantee for Nordplus grants for the year 2014 (academic year 2013 – 2014), and that KUF would decide whether it would like to add to the recommendation a support for NOVA-BOVA Nordplus network meeting also in 2014 thus increasing the overall NOVA guarantee sum to 55 000 euros.

Grete Bertelsen initiated a discussion of the KUF's role to decide upon the amount of NOVA guarantee, since the Board is to accept the NOVA budget. She suggested that instead of giving a recommendation on the amount of money to be allocated, the KUF should only express its' wish that the NOVA guarantee will be continued as a support for student mobility.

Decision: The KUF will give a recommendation to the Board, without giving any financial guidelines.

47.10 Other issues

Anna Valros explained that the NOVA EC suggests, included in the new strategy, for the Board that the local activities will be more flexible and leaner. It would be up to each NOVA member institute to decide how to arrange local NOVA activities, with or without a specific team. Also, there would be no demand on local activity plans and reports any more. This suggestion was supported by all the meeting participants.

The chair said that giving up the Executive Committee has also been discussed in EC. This suggestion was not supported, especially because it gives one good way to include students in the decision making of NOVA.

Action: The EC will take the opinion of KUF on these matters to the Board.

47.11 News from the member institutes

AU ST: A new rector and a new dean for Science and Technology have been elected.

SCIENCE: Nils Brix Hornbek, who was recently appointed as NOVA coordinator of SCIENCE, introduced himself. No news.

SLU: no news.

UMB & NVH: Are busy with all the planning the new merger institution. Leadership for the new institution has been elected: Mari Sundli Tveit will be NMBU's rector and Halvor Hektoen pro-rector. They were congratulated by the KUF.

LBHI: Björn Þorsteinsson was glad to tell that the major conclusions of institution wide review made by an international panel of experts within the Quality Enhancement Framework for Icelandic Higher Education are that: "Confidence can be placed in the Agricultural University of Iceland's present and likely future arrangements to secure the academic standards of its awards" and that "confidence can be placed in the soundness of the Agricultural University of Iceland's present and likely future arrangements to secure the quality of the student learning experience."

UEF-F: The University of Eastern Finland is having a call for PhD students, with 100 positions available, in the faculty 55 positions. The staff members are busy to help the people to fill out applications. Heli Peltola told that at the first, the UEF-F was worried about the new grant rules concerning the maximum amount of student accommodation night. However, they had just run two NOVA PhD courses, spending only about 45 euros per night per student.

HU-AF: Juha Helenius told that the University of Helsinki is in the middle of changes of the leadership (which happens every 4 years). A new rector, Jukka Kola, who is familiar with NOVA UN, has just been elected. At the faculty of Forestry and Agriculture, although having changes, no things affecting to the faculty's contribution to NOVA are in sight. Sari Mikkola told that the university has been presented with the Institutional Award for Innovation in Internationalisation at the Annual EAIE Conference in Istanbul. The university is being rewarded for leading the way in the mainstreaming of internationalisation.

HU-V: Anna Valros told that also the faculty of veterinary medicine will be electing a new dean and vice dean. The doctoral programme has just been reconstructed, and positions in the research schools are open.

47.12 End of the meeting

The meeting was ended at 14:33 Finnish time.