

Activity Plan 2014-2015

1. NOVA strategy

Background: The NOVA strategy has been renewed and is valid from 1.1.2014 to 31.12.2017. The Board has confirmed the strategy on 25 April 2014.

Measures to be taken	Responsibility
<ul style="list-style-type: none"> Implementing the changes agreed in the strategy: <ul style="list-style-type: none"> a) NOVA organization (changing information on the web site, informing cooperation partners) b) Application procedures, application evaluation process (possibly changing the database, simplified bookkeeping etc., web site updating) c) Member fee calculations (applying new rules for member fee for invoices) 	Secretariat
<ul style="list-style-type: none"> Communicating the strategy changes to the member institutes 	Secretariat
<ul style="list-style-type: none"> Informing the contact persons of the networks about the changes in the status of the networks 	Secretariat
<ul style="list-style-type: none"> Informing about the new strategy within the member institutions 	Local coordinators

2. Visibility and communication

Background: The NOVA promotional campaign started in summer 2012 when a part time project leader from SLU was recruited, with the task to create a promotional leaflet for NOVA PhD students. The campaign will continue in 2014 in the form of local promotion of NOVA.

Measures to be taken	Responsibility	Funding
<ul style="list-style-type: none">Final changes in the promotional leaflet, distributing the leaflet file to the member institutionsNOVA promotion locally, for example at teachers' meetings	Secretariat Local NOVA actors: Board members, NOVA coordinators, students	Each NOVA member will pay for printing out the leaflet
<ul style="list-style-type: none">Follow up of the promotional campaign will be done in 2015	Secretariat	
<ul style="list-style-type: none">Updating the NOVA website	Secretariat	

3. Quality PhD courses

Background: NOVA's goal is to organize 25-30 high quality PhD courses each year. Approximately 70% of the NOVA's total activity budget will be allocated to the PhD courses. The course organizer may invite international experts to teach in courses.

Measures to be taken	Responsibility	Funding
Supporting course organizers and developing new courses: <ul style="list-style-type: none"> NOVA will announce one call for proposals for NOVA PhD Courses in April 2014 and 2015, with dead line on 15th June. The call will be advertised as much as possible through web, email, and local contacts. New grant rules and application procedures will be advertised as much as possible Feedback from the course participants (both students and course organizers) will be collected and used in developing NOVA 	<p>Secretariat + Local actors + course leaders</p> <p>Secretariat, course leaders, Board</p>	<p>According to the NOVA strategy 2014-2017</p>

4. MSc education

Background: NOVA UN supports master level courses specifically in the areas where the Nordic cooperation has particularly added value.

Measures to be taken	Responsibility	Funding
<ul style="list-style-type: none"> NOVA will announce one call for proposals for NOVA Intensive Master Courses (NIMC) in the spring 2014 and 2015 NOVA will continue supporting the mobility of NOVA Master students (NOVA guarantee). 	Secretariat	According to the Board decision on the budget for 2014

5. NOVA Student Board

Background: The NOVA student board works towards the goals of NOVA UN and contributes actively to the NOVA Board by bringing the students' perspective to the table.

Measures to be taken	Responsibility	Funding
<ul style="list-style-type: none"> Giving financial support (for maximum of two live meetings per year) NSB accounting Maintaining contact and communication between NSB and other NOVA entities 	NOVA Secretariat NSB Board, Secretariat, Board	7 000 €

6. Cooperation with the BOVA University Network

Background: During the strategic period of 2014–2017 NOVA will prioritize BOVA as a partner for cooperation. NOVA member institutions will receive BOVA students to their courses, and will encourage NOVA students to attend BOVA courses. The cooperation with BOVA will follow the agreement signed in May 2012 (which is to be renewed in 2015).

Measures to be taken	Responsibility
<ul style="list-style-type: none"> NOVA Board and BOVA representatives joint meeting will take place in 2014 as a video meeting NOVA PhD courses are promoted to be held at BOVA institutions A joint report of results from the NOVA/BOVA collaboration will be prepared annually Coordinating the schedules of NOVA and BOVA PhD courses so that courses of similar topics won't overlap. 	NOVA and BOVA secretariat BOVA secretariat* NOVA and BOVA secretariat, Nordplus-coordinator Local coordinators, central coordinators of NOVA and BOVA

*According to the cooperation agreement of NOVA and BOVA, in case of a NOVA course held in a BOVA member institute, BOVA host will participate in the course arrangements.

7. Annual strategy seminar

Background: Once a year, a strategy seminar will be arranged. Participants shall be the Board members, local NOVA coordinators, the Nordplus coordinator and representatives of the NOVA student board. The purpose of the seminar will be to examine how well the goals have been met and prepare an activity plan for two year period at a time (next activity plan will be prepared in 2015, for the years 2016-2017).

Measures to be taken	Responsibility	Funding
<ul style="list-style-type: none"> Organizing the strategy seminar, to be held in autumn 2014 and 2015 Prepare a follow up of the activities and strategy implementation 	EC, Secretariat, hosting institution Secretariat	10 000 €

8 NOVA statutes

Background: The NOVA statutes are from 1995 and in need of thorough revision.

Measures to be taken	Responsibility
<ul style="list-style-type: none">Preparing the new statutes during the strategic period 2014-2017	EC, Secretariat, Board

9 External funding

Background: NOVA UN activities should be increased by external funding. External funding possibilities will be investigated.

Measures to be taken	Responsibility
<ul style="list-style-type: none">A task force will be formed to explore external funding possibilities	Secretariat, Board