

## NorPEN meeting 24 October 2023, Teams

Participants: Jacqueline Cohen (chair), Larus Gudmundsson, Lina Mørch, Carolyn Cesta, Chaitra Srinivas, Arto Puranen, Lotte Rasmussen (note taker), Heidi Taipale

- 1) **Welcome**
- 2) **Approval of minutes from last meeting (see attachment)**

The minutes were approved and will be put on the webpage.

- 3) **Orientation from chair and co-chair**
  - a. Status on GDPR forms

17 GDPR forms have been filled, but all members listed on our webpage have not filled out a form. Lotte asks the EC to help identify relevant contact persons for member groups who have not yet filled out the form. Lotte will send an email to the EC with instructions on how to help.

Member groups on the NorPEN webpage: we agreed that there is a need to continuously update the list of NorPEN member groups e.g., via contacting the research group leader. It should be the responsibility of the research group leader to ensure that the name of their research group is updated.

- b. Nominations for Iceland, Denmark, register holders, and PhD students

One nomination has been received for PhD student representative. In the absence of other candidates, Larus will continue as representative from Iceland. The EC is encouraged to spread the word as we still need nominations for the PhD student substitute seat. No nominations have been received to represent the register holders. Lotte will follow up with register holder representatives.

Lina told us she will step down as board member of DSFE and we will thus need to find a replacement for her. Lina will ask around in DSFE and discuss this with Miia.

Vote on election of new EC members will be done at the meeting in Oslo.

- c. Bylaws update

Bylaw amendments have been distributed to NorPEN members and we are waiting to receive feedback. Lotte will collect feedback and present at the EC meeting in Oslo.

### 4) **Update on NorPEN meeting 2023**

58 abstracts have been received. There will be 15 x 10 min oral presentations, 16 slam presentations and approx. 20 posters. Jackie recommended that in future meetings there should be a statement on the webpage saying who can submit abstracts, which has been discussed amongst the EC by email and criteria specified in the proposed bylaw amendment. There are currently 93 attendees including committee members and deadline for registration is November 8. 65 signed up for the preconference course. It will be possible to attend the preconference course online for free – it will be advertised later via EduGroup. 36 signed up for the PhD/early career researcher event.

### 5) **Update from Edugroup**

There has been no meeting since last meeting and next meeting is in December. The group is currently working on the PhD student survey which will be launched at the NorPEN meeting.

### 6) **Discussion of incoming applications (none)**

None.

### 7) **Update from members of EC**

None.

**8) AOB**

None.

**9) Next meeting**

Annual meeting in Oslo. Jackie will take notes and Lotte will chair the meeting. There will be a possibility to attend online. More information will follow as we get closer.