

NorPEN EC meeting June 12 2024

Chair: Kristine

Note taker: Carolyn

Present at the meeting:, Carolyn, Larus, Lotte, Jackie, Maarit, Kristine, Chaitra, Maurizio

Absent: Heidi/Mika

1. Approval of minutes from last meeting (see attachment)

Approved

2. Orientation from chair and co-chair

a. NorPEN logo

New versions of the logo were reviewed. Feedback was provided to Lotte by email and in person during the meeting.

A general agreement that option #2 was best, with edits:

- double check rules about the flag colours (wikipedia contains information about colour specification for each flag).

- Update to more modern font.

- add magnifying glass, optimize/align NorPEN text size.

- elevate the mountains, add pill below ?

Lotte will request a revised version and share with EC for approval.

3. CDM sub-committee: Update on the survey

- Maurizio received comments on the survey from the EC during last meeting and afterwards by email. He has updated survey and will send it to the EC for another review later today

- Aim to send the survey out during the first week of September to NorPEN member groups (using google survey/other analytic tools). One month will be given for responses, with reminder at 2 weeks before deadline.

- Responses to be analyzed by Maurizio and presented to EC.

Proposal regarding editorial/research letter to PDS:

- EC was in agreement with this plan

- include in the survey description that the responses will be used for an editorial/communications piece

- authorlist: active EC members, first/last author, add 'NorPEN Member Groups'

 - first author: maurizio, will write the first draft.

-other coauthors: alphabetically by last name.

-each of us should encourage discussion within our research groups prior to/during the completion of the survey for informative responses.

4. Update on NorPEN meeting 2024

-Maurizio: will book auditorium when calendar is opened at the university next week.

-no registrations yet, but it's still early.

5. Update from Edugroup

-still planning to post educational material on the NorPEN website... planned 'launch' date is early autumn.

6. Status on webpage updates: member groups, announcement of NorPEN meeting

-everything is updated, except publication list

7. Discussion of incoming applications

None

8. Update from members of EC

Lotte - Last NorPEN EC meeting after many years as a member. Lotte will soon go on maternity leave and has stepped down as representative for Danish member groups. Maurizio to replace her for the remainder of the term. The EC thanked Lotte for her work in NorPEN.

Chaitra – In the autumn, Chaitra will step down from the student representative position. Saad, currently the substitute, will move into the main representative position, and at the previous elections it was decided that Alexis Carson from University of Oslo will be come substitute member.

9. AOB

-all NorPEN documents are currently in Lotte's OneDrive. She has passed on the documents to Carolyn who will make a shared folder and give everyone in the EC access.

-discussion regarding whether to have any funds to pay for a shared folder such as DropBox which is not attached to one person. There are no NorPEN EC funds for this (currently the costs associated with the website are paid for by a research group at SDU), but is it possible to use a small amount from the annual meeting registration fees for this purpose? To be discussed at the next meeting.

10. Next meeting

Early September, after ISPE.

Chair: Maarit (register holders)

Rotation of the Chairmanship: DK, NO, IS, SE, FI, societies, register holders