

NorPEN EC meeting April 26, 2023

Chair: Heidi Taipale

Note taker: Lotte Rasmussen

Attendees: Carolyn Cesta, Maarit Leinonen, Jacqueline Cohen, Lina Steinrud Mørch, Chaitra Srinivas

1. Welcome our new PhD student substitute representative
2. Approval of minutes from last meeting

The minutes were approved and will be put on webpage.

3. Orientation from chair and co-chair

Note taker responsibility: From now on it will be the responsibility of the previous chair to take notes at the next meeting.

Meeting invites, agenda and other meeting material will be distributed by the chair of next meeting.

Norpen website: the website has been updated with new tabs and rearrangements. Carolyn will ask Miia if there is a photo available from last meeting in Finland that can be put on the website. The info-tab still needs some updates and links will be added. Feedback from the EC is welcome.

Bylaws and GDPR-form for members: the work is in progress and Lotte and Carolyn expect to share something with the EC next month.

4. Update on NorPEN meeting 2023

There is now 5-6 confirmed speakers.

The organizers is working on a banner that can be attached to all emails going out from the Edugroup and EC to NorPEN members. There is no website yet, but the organizers are planning to make one next month with preliminary information on the meeting. BCPT has been applied for funding. The pre-conference course will be on target trial emulation.

5. Update from Edugroup

The Edugroup met in the end of March. Anton Pottegård (SDU) joined to discuss the principles of NEPTUN and how to formalize them in the Edugroup, e.g. opening up courses for Nordic students. There will be a discussion later regarding Norpen endorsement for courses.

There is now 191 signed up for the email list and there are seminar around every two months.

6. Discussion of incoming applications (none)
7. Comments on membership application form

No comments from the EC. Two optional questions can be added. Carolyn will finalize and it will be put on the NorPEN website.

8. Update from members of EC

None.

9. AOB

Should emails go out to everyone in the EC: it was decided that emails should go out to everyone in the EC (representatives and substitutes).

10. Next meeting, chair societies

Beginning of June. Lina will send out a doodle. Heidi will take notes.