

NorPEN EC meeting March 23, 2023

Chair: Carolyn Cesta

Note taker: Jacqueline Cohen

Attendees: Carolyn Cesta, Maarit Leinonen, Mika Gissler, Arto Puranen, Maurizio Sessa, Jacqueline Cohen

1. Welcome
2. Approval of minutes from last meeting (see attachment) - approved
3. Orientation from chair and co-chair
 - Update of NorPEN webpage: adding an education tab, planning to update the history of NorPEN
 - Lotte will create a shared folder for the EC including material from the education group
 - Lotte and Carolyn have reviewed the bylaws and would like to update them this year
 - Suggestion for the chair position is to have a 2-year term but that does not necessarily align with the EC positions, unless we align the elections of all representatives – currently we have some in elections in even and others in odd years. Another suggestion is that chair is selected every year but set a term-limit is added to ensure turnover, e.g. 3 years max
 - Rules for changing the bylaws should be revised as well since many attend NorPEN Annual Meeting who are not strictly members of the NorPEN research groups. One suggestion was an open zoom meeting where all NorPEN member groups are invited. Another was to send a video describing the suggested changes and rationale to speed up the discussion.
 - Lotte and Carolyn are preparing a template form for membership applications. They will circulate among the executive committee
 - Lotte is reviewing the NorPEN membership list and ensuring it is up to date and GDPR compliant
 - PhD email list has been proposed but it is hard to keep it current and updated. Could add to the survey of PhD student's needs – do they want to have such a list?
4. Update on NorPEN meeting 2023
 - Three confirmed speakers – Daniel Prieto Alhambra, Marte Bjørk, and Elena Rocca
 - Welcome reception will be held at the University Aula + adjacent building Professorboligen
 - Will Applying for BCPT funding April 1, and additional funding from UiO
5. Update from Edugroup
 - NordForsk application led by Anton Pottegård was not selected for the second stage
 - Edugroup will continue to look for funding opportunities
 - Over 140 signed up for the mailing list
 - 2 more seminars planned for the Spring - they will be recorded and eventually posted on the NorPEN website with a lag to encourage live participation
 - 10 groups have indicated that they are willing to host a trainee for an exchange
 - Arto and Miia working on the survey to address PhD student needs

6. Evaluation of application and vote for PhD student representative substitute member - Chiatra Srinivas was elected as PhD student representative substitute member (unopposed)
7. Discussion of incoming applications (none)
8. Update from members of EC
 - DURG Norge will support NorPEN's 2023 annual meeting indirectly by providing up to 3 scholarships for Norwegian trainees to attend. The process for selecting awardees is not yet decided. This could be a model used in the other countries with pharmacoepi societies, which it seems for now is only Denmark. Jackie and Angela will inform Mette Bliddal about this (cc Maurizio) to see if they are interested in supporting Danish student in parallel for this year or doing so for next years' meeting in Copenhagen
 - Additional funding for the meeting could come from mobility funding and we can lower costs by inviting speakers who do not need to travel as far
9. AOB - none
10. Next meeting; chair FI – end of April