

NorPEN EC meeting September 22, 2023

Chair: Lotte Rasmussen

Note taker: Maarit Leinonen

Attendees: Lotte Rasmussen, Carolyn Cesta, Maarit Leinonen, Jacqueline Cohen, Heidi Taipale, Larus Steinþór Guðmundsson, Arto Puranen

1. Welcome

Chair welcomed everybody and opened the meeting at 13:02.

2. Approval of minutes from last meeting

Approved, Lotte will add to the NorPEN webpage

3. Orientation from chair and co-chair (Carolyn)

- a. Status on GDPR forms (Lotte). This has been a puzzle. There seems to be member groups who have not yet filled the form. Lotte tries to make an overview during October and probably will need help from EC members in tracking the correct people.
- b. Nominations for Iceland, Denmark, register holders, and PhD students. Lotte has sent an e-mail but not received any proposals yet. Arto won't continue. If Chaitra is willing to become the regular PhD student member, she should send an email to Lotte.
- c. EC roles: register holders and society representatives. Lotte & Carolyn have been in contact with register holders and society representatives. They are trying to get an overview how active and organized these networks are and if there is room for improvement. To be put on the Oslo meeting agenda for further discussion.

4. Update on NorPEN meeting 2023 (Jackie)

Deadline for abstracts is closing today (Sep 22) and around 40 abstracts have arrived. Programme Committee will meet on 3rd October to decide about the final program. Currently unsolved, for instance, if the pharmaco-epi slam will have Q&A period after all presentations or not. Persons who have submitted abstracts will be informed about decisions before early bird rate expires.

Astra Zeneca representative have asked about possibility to have slot on career probabilities during NorPEN. It was discussed that career opportunities are present already during ICPE congresses and PhD students are not necessarily the most optimal target. It was agreed that industry partners are welcome to attend the congress and networking events to present themselves and their career opportunities informally.

If Organizing Committee wants, Lotte can circulate NorPEN final program and other congress related communication through the NorPEN member mailing list.

It was agreed that NorPEN EC will have a working lunch meeting on Friday Nov 24 at 13-15 o'clock.

Oral lightning session (5 min presentation) seen in the ICPE could be considered in the future NorPEN meetings.

5. Discussion of feedback from EC on amendments of bylaws (see attachment)

Lotte reminded EC about the main changes i.e. that everybody will be nominated for two-year period at the same time. Nobody has objected this. Maarit proposed minor edits to the text which have been mainly accepted. For sub-committees EC favoured "keep it simple" approach so that the bylaws are not too restrictive.

It was proposed to use ISPE's definition to define pharmacoepidemiology in bylaws. As a next steps Lotte and Carolyn will revise the bylaws, write an opinion from NorPEN EC and send revised bylaws to all members groups. Feedback shall be submitted two weeks before the annual meeting so that we will have time to discuss and revise if needed and approve in the F2F meeting.

5. Update from Edugroup

Carolyn reported from their last meeting that Ingvild will prepare a few slides for Oslo meeting about EduGroup. On the NorPEN website there is an education tab including exchange students and visiting researchers and funding possibilities. Next aim is to get EduGroup recordings to the webpage.

EduGroup has prepared a student survey which will be launched during the preconference course and through EduGroup mailing list.

EduGroup has created guidelines for making high quality pharmacoepi courses available and accessible. Still to be decided if these should be presented as a EduGroup activity and output or as NEPTUN activity. NEPTUN was established for Nordforsk grant application but did not receive funding. The EC decided that the guidelines could be revised (leave NEPTUN out) and put on the webpage.

6. Discussion of incoming applications (none)

No applications for membership to discuss.

7. Update from members of EC

No updates.

8. AOB

None

9. Next meeting

- Chair: Norway, Jackie will send out the Doodle for possible times in October in week 43

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