

NorPEN Executive Committee

Teleconference October 6th 2016

Present: Helle Kieler (Sweden, chair), Jesper Hallas (Denmark), Sirpa Hartikainen (Finland, left early), Svetlana Skurveit (Norway, joined late), Helga Zoega (Iceland, note keeper), Leena Saastamoinen (register holder representative), Lotte Rasmussen (PhD student representative), Shahram Bahmanyar (Stockholm meeting representative), Védís Helga Eiríksdóttir (Iceland, substitute)

Absent: Morten Schmidt /Miia Artama (national society representative)

1. Approval of notes from last TC, September 2016 (attached, HK, HZ)

Approved with minimal changes.

2. Executive Committee appointments 2016-2017 for FI, NO, SE and National Society - updates (SH, SS, HK, MS)

Finland: Sirpa Hartikainen has volunteered to continue as the Finnish representative. Miia Artama will step down and Heidi Taipale has been nominated as a candidate to be the new substitute for Finland. Miia Artama will be the meeting representative for NorPEN 2017 in Finland.

Sweden: Helle Kieler has volunteered to continue as chair of NorPEN's Executive Committee. Morten Anderson will step down and Björn Pasternak has been nominated as a candidate to be the new substitute for Sweden.

Norway: Svetlana Skurveit will step down as ordinary and is nominated as substitute. Marte Handal has been nominated as a candidate to be the new representative for Norway. Kari Furu will step down.

National society: Morten Schmidt will step down as the representative and Daniel Pilsgaard Henriksen has been nominated as a candidate to be the new substitute representative for the national societies.

3. Request from EPID Research to advertise positions on the NorPEN homepage (mail from EPID Research is included below, HK)

Please see letter included in email sent by before TC. Request to advertise on NorPEN denied. Only those fulfilling the criteria for membership of NorPEN can advertise at the NorPEN website: (<http://www.norpen.org/pages/norpen.html>)

4. Stockholm meeting and course, Nov 2016 – update (SB, HK)

Only 4 people had registered for the course and 8 for the meeting at the time of the TC. Problems regarding the online registration have been solved. Please motivate your people in your research groups/countries to register.

Course: Decisions regarding literature for the course are currently taking place. Questions have come up regarding whether people (who are not students) could attend without taking the exam. Shahram explains that there is no formal final individual-based exam in the course, but a group-level assessment will be necessary before and after a group discussion.

Meeting: Only 3 abstracts received. Please remind people in your research groups to register and send in abstracts as soon as possible. Decided not to have a poster wall in light of the costs involved (500 SEK per every 2 posters). Submitted abstracts will fit into presentation part of the NorPEN conference. Name tags cost 5 SEK per person. Decided that people can make their own simple sticker name tags.

Sirpa had to leave the TC at this point.

5. Next NorPEN meeting in Finland 2017 – update (SH, LS)

A 1.5 day meeting and 1 day course are planned to be held in Helsinki. Two possible dates were mentioned, November 1st-3rd and November 8th-10th 2017.

6. Board meeting in Stockholm November 2016, items for the agenda (all)

Helle will prepare an agenda. Please email her your suggestions of items for the agenda.

7. AOB (all)

A social event “Student night out” during the pharmacoepidemiology course in Stockholm will be added to the agenda online – November 15th 2016. Responsible person for the PhD student night out – Lotte will be the contact and responsible person for this event.