

Stipendiatororganisasjonene i Norge

Meeting Minutes

29th September 2016 at 15:30-18:00

UiT: University of Tromsø

Attendees

1. Vegard Hagen
2. Rajesh Joshi
3. Anna Maria Wirsing
4. Kristoffer Cumming (Partial-Via Skype)
5. Enrico Riccardi
6. Rachelle Esterhazy
7. Javier Sánchez Romano
8. Daniel Myklatun
9. Ljubisa Gavrilovic

Agenda

Seminars on Open Access elsewhere

Vegard informed about the seminars he attended on Open Access which is available at: http://stipendiat.no/docs/minutes/other/20160901_en_NIFU-cooperation-seminar.pdf. Further Rajesh agreed to do some research on Open Access Cases of the Netherlands and Universities.

Economic report

Javier informed the board that he and the current board has the full control of the accounts now. He even told that he tried few accounting programs, but that was too much effort for our kind of budget and activities. So, instead he proposed that all the records will be kept in Excel and everybody agreed with that. Also, everybody agreed to channel everything through Javier to record in the excel file.

For Eurodoc it was agreed to have a separate account. Since we have a corporate account, Javier informed that it is possible to have another account. And hence, Javier agreed to apply for the account and the debit card.

Board members also discussed about the use of PayPal or the Credit card for the Eurodoc. It was agreed that it would be decided after we get all the sponsorship. Further, Vegard and Javier informed the board that until now we have managed to get sponsorship from 3 institutes: NTNU, UiO and HSN.

Vegard inquired about the total budget available for the Facebook advertisement. Javier replied to further look into it and inform him in the future. Everyone agreed that the facebook advertisement has helped us a lot to be seen.

Javier informed the board about the random cost issue (which was raised in the AGM- 2016). The cost was normal rate for the corporate account and nothing could be done to minimize it.

Social media strategy

Board discussed about linking SiN website and Eurodoc website. Further Vegard agreed to give access to Ljubisa. Board also thought the strategy to display the SiN and Eurodoc posters in every University. Enrico suggest the use of catchy headlines. Board thought that national level newspaper should also be utilized to advertise about Eurodoc via technical and other articles or news piece.

Open Access button

Rajesh presented about the Open Access Button with the conclusion that it doesn't work. The presentations can be found at: <https://www.dropbox.com/home/SiN/2016-2017/Presentations>

Eurodoc

Rachelle discussed about Eurodoc on following matters

Vegard:

- Sponsors – when to send reminders? New round?
Everyone agreed to send the reminder on 9th of October

Rajesh (and Parisa) are our hotels/dinner team:

- SmartHotel; did they already answer when they need the final booking? Deposit?
- Any updates on conference dinner venue?
Rajesh replied that he and Parisa were working on it

Enrico (and Magdalena) are our Information team

- Magdalena not available in Dec/mid Jan; did you get in touch and divide tasks?
- Did you already plan how to do structure the promotion? What to focus on?
- Vegard, please send poster file to Enrico
Enrico informed the board about his plan to gradually promote the event. He tried to brainstorm the session about the importance of hot topic to sell OA.

Javier (and Mieke) are our budget team

- Did Javier send invoice to the sponsors?
- Rajesh and Javier, pls discuss how to handle travel costs of speakers

Board discussed about procedure of reimbursement to the delegates of Eurodoc. Javier informed that we will have to follow what we have been doing now (Reimburse the money after receiving the receipts). Further, Javier also agreed to book the flights of some guests in advance, in the special conditions only (if they don't have or can't book their flights).

Ljubisa – website support:

- Could you support Vegard in putting stuff on the website?
- Brainstorm what is missing
Ljubisa agreed to write the text about "How to get to the venue" (hotel, conf venue, dinner venue)

Anna, Kristoffer, Daniel - Registration team:

- Did you already communicate about task division
- Did you check out Eventbrite? Ideas for alternatives?

Board agreed that we should have separate sign up for AGM and conference. In addition, it would be easy to have separate account for administrative comfort. We agreed to start the registration process at the end of the January.

All:

- Consider using Asana.com project management platform?
- Meeting with Eurodoc board/SiN/UiODoc in Oslo in January? Find date!
Board agreed to try the software. The meeting was agreed to held in the mid of January at Oslo. Javier was asked to check for the budget and it was agreed to use the fund of both SiN and Eurodoc

Vegard & Enrico (and who else wants to join):

- Have concrete names proposed for each sessions
Further discussion was thought to be needed. Fifth session was planned to be about career development.

Revision of statutes

Rajesh presented about what can be changed in the statutes: which is available at: <https://www.dropbox.com/home/SiN/2016-2017/Presentations> .

Further, Rajesh was tasked to write by-laws and to give final touch to the compensation plan. The board decided to go for the mixed method of compensation plan (Basic amount to all the members+ extra compensation based on the workload). The board also agreed to make the law that the compensation amount to be distributed to the board members has to be passed by the next AGM. Further, they also discussed the possibility to increase the compensation amount of this tenure (because of EURODOC- meaning more workload).



Stipendiatororganisasjonene i Norge

Org. nr: 885 485 472

RAJESH JOSHI

Ås- 3rd October 2016