

NKS coordination meeting at DTU Risø Campus 28-29 November 2016

Participants:

Sigurður M Magnússon (SMM), Kasper G Andersson (KGA), Emma Palm (EP), Christian Linde (CL), Finn Physant (FP).

PC = program managers (KGA, EP, CL). SEK = secretariat (FP).

Program:

(day 1)	DTU Risø Campus, Frederiksborgvej 399, DK-4000 Roskilde	9:00 - ca. 17:00	Coordination meeting (incl. working lunch)
(day 1)	Restaurant, Roskilde	19:00	Working dinner
(day 2)	DTU Risø Campus, Frederiksborgvej 399, DK-4000 Roskilde	9:00 - ?	Coordination meeting

Agenda:

Minutes (draft):

1	Approval of the agenda. Secretary for this meeting. Going through the minutes of the meeting 26-27 April 2016.	SMM welcomed the participants. A special welcome was given to CL as new PC-R from 2017 and special thanks were given to EP as the 2016 PC-R and to KGA for meeting arrangements. FP was appointed meeting secretary. The agenda was approved. The minutes of the April meeting were approved and it is hereby noted that all actions specified from the April meeting have been carried out.
2	Board meeting 22 June 2016 – follow-up.	Actions from the June meeting: A: See meeting item 8 "NKS publication/article". B: See meeting item 9 "NKS R and B seminar 2019". C: See meeting item 7 "The website". D: See meeting item 10 NKS LinkedIn groups/pages.
3	Financial situation 2017 <ul style="list-style-type: none"> Next year's contributions 	SMM and FP informed about the status of the financial situation 2017: Due to fluctuations in currency exchange rates the budget figure for R- and B-part activities in 2017 had been changed from 3,25 MDKK (proposal from the June board meeting) to 3,05 MDKK (see meeting item 11 – 2017 draft budget).

		Concerning the 2017 contributions: the contributions of 2017 are expected to be at the same level as in 2016. As announced by Ole Harbitz during the June board meeting the contribution from NRPA in 2017 may be at a reduced level compared to the 2016 contribution. Nici Bergroth has confirmed a raise in Fennovoima's contribution of 1,000 EUR to a total of 10,000 EUR in 2017. The other co-financiers 2017 contributions have been confirmed as being the same as in 2016 except for IFE. Atle Valseth will soon inform us about IFE's 2017 contribution.
4	Financial status report November 2016.	FP presented and described the present financial situation, which is quite good (but fluctuations in currency exchange rates have to be taken into account at the end of the year). The reserve is at a level of ca. 0,92 MDKK (and thereby at the level of approximately 1,0 MDKK as recommended by the auditor). The finances follow the budget very much as planned.
5	Brief administrative status report from R and B incl. Call for Proposals. Budget frames for new R and B activities 2017.	<p>EP presented the status of the current activities of the R-part: Overall the work in NKS-R is progressing as planned. Delayed activities from before 2014: none. All activities started in 2015 are completed. During 2016: 15 NKS-R reports have been published on the website. About activities commencing in 2016: all contracts have been signed and work is basically carried out on schedule. A special achievement was reported from the activity SPARC: 9 publications since the last status report. One young scientist travel had been granted the amount of 10,000 DKK.</p> <p>CL presented the status of this year's CfP of the R-part: CfP 2017 includes 14 proposals (7 continued and 7 new of which 2 had been presented in an earlier CfP). The requested funding is 6,948 MDKK. The sum of the continued activities is 3,403 MDKK.</p> <p>3 proposals were discarded as funding only was distributed to one Nordic country. It was discussed if further clarification on the application form is needed. As this was highly unusual, it was decided to keep an eye with future CfP occurrences. All evaluations received. Funding recommendations not yet final, but two funding recommendations adding up to 3,050 MDKK each were presented.</p> <p>KGA presented the status of the B-part: Overall the work in NKS-B is progressing well. Delayed activities initiated before 2016: none. In activities commencing in 2016 work is reported to be on schedule (some small delays). 2 young scientists have requested and been granted travel support (in total 14,000 DKK). 3 final reports had been published since</p>

		<p>the last board meeting and both two NKS-B 2016 seminars/workshops had been successfully held.</p> <p>CfP 2017 includes 16 proposals (+ 1 withdrawn) – 4 proposals were for a continued activity. The requested CfP funding was 6,375 MDKK. All evaluations received. KGA had prepared 4 different funding recommendations (especially 2 with a total funding of 3,050 MDKK each).</p>
6	<p>Administrative questions:</p> <ul style="list-style-type: none"> • Contracts PC, SEK, auditor • The Policy Documents (the pamphlet and "This is NKS") • The Handbook for NKS Applicants and Activity Leaders • The Administrative Handbook • Other issues 	<p>FP had prepared new contracts: CL/SSM, KGA/DTU and FP/FRIT. The draft contracts will be forwarded to the involved parties and the final draft will be uploaded to the board meeting website. FP will similarly together with SMM prepare the agreement with the auditor.</p> <p>Concerning the policy documents: only minor update is needed for "This is NKS" (FP will look into this) and a new revised version of the pamphlet will be prepared and published during February and March 2017.</p> <p>"The Handbook for NKS applicants and Activity Leaders" from April 2016 is still valid and will be updated if needed.</p> <p>About "The Administrative Handbook": FP had included "programme status report" 4 times in "Attachment 8 – The NKS Calendar Year" according to EP's proposal. FP will upload the new version to the website.</p>
7	<p>The Website</p> <p>Other information activities</p> <ul style="list-style-type: none"> • NewsLetters, NewsFlashes etc. • New 2017 pamphlet 	<p>With reference to the document "Short note on status of the website, NewsLetters etc." FP presented the first 4 years' statistics for the use of the present version of the website. As requested by Annelie Bergman during the June board meeting a graphical presentation was included in the presentation.</p> <p>The presentation of the status of the website etc. will be given by FP at the January board meeting.</p> <p>Since the June board meeting 3 NewsFlashes have been distributed. A NewsLetter is under preparation for distribution before the board meeting in January.</p> <p>A NewsLetter will be distributed on 11 January – in due time before the board meeting – and a NewsFlash will be distributed after the board meeting on 25 January.</p> <p>As already noted under meeting item 6 a new and updated version of the pamphlet will be published in March 2016.</p>

8	NKS publication/article	<p>KGA presented the coordination group's draft proposal for a more ambitious publication of NKS and its recent results, particularly in relation to the Fukushima accident: "Nordic cooperation to strengthen nuclear reactor safety and emergency preparedness after the Fukushima accident". – The proposal was discussed. - CL and EP will take the draft further before the January board meeting. An important purpose of the publication was identified: how NKS contributes to science on the forefront. SMM asked for an expansion on this for presentation to the board with the right questions – aiming at quality. It was decided that the revised draft should be ready in due time before the meeting. The board should be given the opportunity to comment the draft, and the overall plan for the publication besides the on-going work was identified:</p> <ul style="list-style-type: none"> - January 2017 – comments from the board. - June 2017 – last comments from the board. - By the end of 2017 – publishing. <p>EP and CL will make the presentation of the revised and updated draft article at the January board meeting including:</p> <ul style="list-style-type: none"> • An outline of the article with a short description of each section. • Especially with a focus on the main message of the publication; related to this is which journal we choose to publish in as this determines the expected audience and their knowledge in the concerned area. • Getting the board's input before progressing too far with the article to clarify the direction of the article.
9	NKS R and B seminar 2019	<p>As decided by the board at its June meeting the coordination group had prepared a first overall draft for a new seminar to be presented at the January board meeting. – During discussions of this first draft the following was concluded:</p> <ul style="list-style-type: none"> - The target audience must be defined. - Lessons learned since the first Fukushima seminar in 2013 must be defined. - A program group is needed. - The choice of speakers depends very much on the scope. - Venue to be decided by the board. <p>The draft was developed further on the second day of the meeting. KGA will make the presentation to the board of the revised draft.</p>

10	NKS LinkedIn groups/pages	<p>In an action from the June board meeting Olga German asked for the status of and plans for the NKS LinkedIn group site. After looking into this the coordination group will report back to the board at its January meeting.</p> <p>CL presented a LinkedIn solution for NKS to the group. CL described LinkedIn as "Facebook with a tie" and a way "To reach beyond current NKS subscribers". CL made a video demo on "How to set up company page on LinkedIn". The needs are:</p> <ul style="list-style-type: none"> - Official NKS email address - Personal LinkedIn accounts to be editor - Image and NKS logo - Short presentation of NKS - Join suitable groups - A first news feed <p>The presented draft solution was developed further on the second day of the meeting. The wording of the draft "Short presentation of NKS" was discussed and a new version was agreed on.</p> <p>CL suggests that NKS starts working with LinkedIn. Everyone agreed to this. After a discussion it was decided that CL presents the revised solution to the board during the January meeting.</p>
11	<p>The 18 January 2017 Board meeting:</p> <ul style="list-style-type: none"> • Agenda • Budget • Material for the Board, schedule • Other questions 	<p>The draft agenda was discussed and adjustments will be made by FP. – "NKS and LinkedIn" will appear as a separate meeting item 14.</p> <p>The budget proposal of 21 November was discussed, and SMM and FP will continue work on the budget until final upload of board material.</p> <p>All board meeting material should be uploaded no later than: 11 January.</p> <p>NewsLetter to be distributed: 11 January.</p> <p>NewsFlash to be distributed no later than 25 January.</p>
12	Any other business	<p>EP informed the group that an R-activity-partner recently tried to publish his results in a peer-reviewed journal. Unfortunately he got the feedback from the editor that as the results already were published (in an NKS-report) he should not try to publish the data again.</p> <p>In effort to get the NKS-partner's publication accepted anyway the following is being done: the link to the NKS report in question on the NKS website has been deactivated. With reference to the removal of the report from the NKS website SMM has contacted the editor in question.</p> <p>The goal is both to have the NKS-partner's publication accepted in a peer-</p>

		<p>reviewed journal and have a new revised final NKS report published shortly.</p> <p>On behalf of the coordination group SMM expressed many thanks to EP for her time as PC-R!</p>
13	Time and place for the next coordination meeting.	<p>To be decided in connection with the January board meeting. Tentatively 22 and 23 May were reserved for the meeting. Risø and Stockholm were both noted as possible meeting places.</p>