NFOG BOARD MEETING I/2009.

Friday 03.04.2009

Place: Turku University Hospital, Turku, Finland

Time: 9.00 – 15.30

Present: Seija Grenman (President), Thea Lousen (Treasurer), Ragnheidur Bjarnadóttir (Secretary General), Ulf Högberg (SFOG), Björn Backe (NGF), Juha Tapanainen (SGY), Morten Lebech (DSOG), Arnar Hauksson (FÍFK), Alexander Smárason (Scientific Committee), Anders Atke (Educational Committee), Peter Secher (Webmaster) and Reynir T. Geirsson (Acta Chief Editor). Peter Hornnes (President of NFOG 2010), Stig Hill (NFYOG).

Seija Grenman (SG) opened the meeting at 09.00 and welcomed the Board.

- **1. Approval of agenda.** The Board agreed to the agenda.
- 2. Minutes from NFOG board meeting 3/2008. The minutes were approved without comments or corrections.
- **3. Economy, budget and accounts.** Thea Lousen (TL) presented the preliminary budget for 2008. The income consisted of membership fees and subscription fees, the latter was higher than budgeted (896.400 DKK vs. 800.00 DKK) as there are more subscribers. The total income was 2.182.422 DKK vs. 2.210.000 DKK according to the budget. The cost of the NFOG Board was less than budgeted (-368.881 DKK vs. 500.000 DKK). However, the editorial expenses of Acta were higher than budgeted (-1.348.954 vs. -1.229.00 DKK). NFYOG received 100.000 DKK, approximately 27.000 DKK were used for the Visitor program and 150.000 DKK had been reserved for special initiatives. The total costs were less than budgeted: 2.380.00 DKK vs. -2.221.154 DKK. The operating result was:-38.802 DKK (budget -170.575 DKK). The financial income was 407.254 DKK, which is mainly due to investment in bonds. The net result was 368.448 DKK (budget -20.575 DKK), which is higher than in previous years.

A discussion followed regarding an updated NFOG members list. The board decided that the National Chairmen would send their updated members list to TL. TL will check which dates Informa are using and ask Informa to send their lists to the National Chairmen. Reynir Geirsson (RG) will check who of the staff at Informa are responsible for the lists.

The economical surplus from previous years was next discussed. TL told the Board that the surplus for the last 4 years (2005-2008) amounts to about 2.000.000 DKK. The GA in June 2008 urged the NFOG board to use the surplus of previous years to be invested in special initiatives and Acta. The preliminary decision was made that the basic capital of the NFOG Fund would be 2.000.000 DKK and grants and support for the projects would be given from future surplus. SG pointed out that the NFOG board needs some money reserved also for special initiatives outside the NFOG Fund.

4. Acta. RG presented his report on Acta. He described the renewal of contract with Informa Heathcare. Informa now pays for front cover. An increase of 22.000 DKK to cover Editor Board meetings had been agreed on. He told the Board that the number of manuscripts per month has been steadily increasing. The editors have during year 2008 processed 618 manuscripts. Among them 187 were accepted and the rejection rate is now 67.8%. The impact factor (IF) for 2005 and 2006 was 1.59 but this has decreased slightly and the IF for 2007 was 1.27, ranking 36/50. In comparison, the IF for BJOG is 2.7. However, the online usage has increased by 30%. He said that the journal now has a new review Editor; Nils Uldbjerg, who will be responsible for its review articles together with the Chief Editor. RG told the Board that the Editorial Secretary Eva Christina Sterner (ECS) will retire in one years time. This means that either a new person employed by NFOG or working at Informa needs to be found by then.

The future plans for Acta were discussed. The Board stressed the following points:

- 1. That Acta should focus on review articles. Nils Uldbjerg and Reynir Geirsson should formulate working guidelines for the review Editor. They should define the roles and responsibilities of the review editor and the Chief Editor. In addition, a clear plan should be formed regarding how to increase review articles.
- It was pointed out, that 100.000 DKK /year was reserved for authors of review articles. This sum has not been used for that purpose, although it was agreed on by the Board in January 2007 to use this sum as a compensation for authors of invited review articles. TL pointed out that this could be in the form of payment of congress fee or put into the scientific account of the author. This will be discussed with NU. The Board suggested that guidelines should be made regarding how to compensate for review articles.
- 2. An agreement should be made regarding ECS 's retirement. RG will contact Informa regarding what secretarial services they can offer to Acta. Information of different levels of service /cost should be available by 1st of September 2009.

5. NFOG fund

SG pointed out that according to the statutes of NFOG proposals for amendments should be in the hand of the Board for at least 3 months before the GA i.e. from March 2010. This means a tight timetable for preparing the proposal for the GE in June 2010.

Morten Lebech (ML) presented the guidelines for the Danish FIGO fund. This fund had an original capital of 3.000.000 DKK to be spent over a 10 year period or until 2012. Approximately 1 million is now left from the original capital. Applications can be sent in throughout the year but meetings to choose between applicants are held twice a year. The purpose of NFOG is to establish a permanent fund.

A working group will be formed consisting of SG, TL, Annette Tornes Pedersen and Alexander Smarason (AS). They will meet in Copenhagen and formulate a draft of guidelines for the NFOG fund, which will be presented at the next NFOG Board meeting. The Board agreed that all paying members of the National Societies can apply to the fund. The fund will replace both the existing Visitor and Collaborative programs. They will thus include clinical, educational, research and collaborative visits and will be extended to visits outside the Nordic countries for eligible applicants. NFOG will supply 2.000.0000 to start the fund and each years surplus will be added to the capital. RK suggested that applications should go though the National Societies as in some cases other national resources might be more suitable.

Arnar Hauksson (AH) and Juha Tapanainen (JT) presented a proposal for making a list of Centres of Special Skills or Interest in the Nordic countries that are willing to accept visitors within NFOG's program. The Board decided that the National Chairmen will send letters to the centres in their countries, offerin them to apply as Centres of Special Interest. Letters advertising this will be posted of the NFOG website, in the National bulletins and websites. Those who wish to be considered as Centers of Special Interest will send applications to the National Boards, which in turn will send them to the NFOG webmaster, who will put a list of Centres on the website.

6. Scientific committee

Alexander Smarason (AS) gave a short report from the Scientific Committee. He told the Board that 8 applications had been sent in for the Visitor program. One of these had been rejected as it involved visiting a clinic outside the Nordic countries and did therefore not fulfil the criteria. He suggested that the NFOG visiting and collaborative programs should in the future have the same deadline and come from the same budget. He pointed out that some applications could fit into either category. He suggested the 1st of November as the deadline for next years applications and this date was agreed to by the Board. AS suggested changing the conditions of who can apply to the Visitor program. The current condition is that applicants should be "Trainees at the final stages of specialization or specialists working at hospitals". The Board decided that all paying members of the Nordic societies can apply to the Visitor Program, irrespective of where they work. The Thesis registry was then discussed. The value of an incomplete thesis registry was questioned by some Board members and it was pointed out that its name should be changed as a list that only comprises a small fraction of theses should not be called a registry. However, the Board felt that the registry should be

strengthened, especially as new theses are presented at the NFOG congresses. SG asked the Scientific Committee to present suggestions regarding this.

7. NFOG 2010

Peter Hornnes (PH) presented the plans for the next NFOG Congress, which will be held in Copenhagen 16.-18. June 2010. He told the Board that the 2nd announcement will be sent out in September and the deadline for abstracts will be 15th February 2010. The final program should be ready in April 2010. The Scientific Committees role is as before to assist and approve of the invited program, regarding topics, speaker and chairpersons. In addition, it is responsible for choosing abstracts for free communications and for sessions with oral communications and lastly for evaluations and prizes. The organizers met with the Scientific Committee in February and another meeting is scheduled on the 18th of May 2009. He then presented the preliminary program. A pre-congress course on how to write a good scientific paper was discussed by the Board and the idea was supported. There will be 5 plenary sessions, each 75 minutes long and with 2-3 speakers. In addition, there will be 10 sessions with invited speakers. The National Chairmen will send PH a list of proposed chairpersons for the sessions. The Board agreed that a post thesis session should be held. The National Chairmen and other Board members can send their suggestions to PH or the Scientific committee. The NFOG session was discussed. JT suggested a session on the environment and reproduction and UH a session on Continuing Professional Development (CPD). Both will send in their proposals. PH will discuss with RG and Informa the possibility to publish the abstract book as a supplement of Acta, both a printed and electronic version will be requested.

The congress budget was presented next. Two versions were presented, one with 700 paying participants and reimbursing one hotel night for all speakers and the second with 738 paying participants and reimbursing 2 hotel nights. The Board supported the former proposal. In this the estimated total cost for the Congress is thus 3.8 million DKK and would break even with the total income with 700 paying participants. At NFOG 2008 there were 635 paying participants and aiming for 700 paying participants was considered prudent. The Board agreed that all 65 invited speakers should have their flights, congress fee and one hotel night reimbursed, not only non-NFOG members. This is in accordance with the practice during the last congress in Reykjavik.

8. Educational committee

Anders Atke (AA) and Christina Damsted Petersen (CDP) presented plans for the coming NFOG Specialist course on Vulvar disease which will be held in Copenhagen 18-19th of November 2009. The course will present a multidisciplinary approach to these diseases, with Nordic and international speakers. The preliminary program was presented and was discussed and approved of by the board. A final program will be ready in the end of April. SG suggested that Acta should give out a supplement on Vulval diseases with a guest Editor. CDP will discuss this with RG and Informa. The board agreed to this idea. The preliminary budget for the course was presented. It was decided that the fee should be kept low for NFOG members. It was decided that an early registration fee (before 1st of September) of 1500 DKK would be possible for NFOG members. Registration fee after the 1st of September will be 1900 DKK for NFOG members. The fee for non-members will be 2500 DKK. A course dinner will be subsidised for course participants but accompanying persons will pay the full dinner costs. The final budget for the course will be ready by the middle of September. AA told the Board that his appointment as Chairman of the Educational Committee is finished soon. The coming Chairman had not been decided yet, but will be announced later by mid April.

9. NFYOG

Stig Hill (SH) presented plans for the coming NFYOG seminar on 3rd World Challenges in Obstetrics and Gynecology, which will held in Copenhagen 12-13th of June 2009. He told the Board that 46 participants are required for the budget to break even. NFYOG receives 100.000 DKK from NFOG per year and will receive 40 000 in advance of the seminar. It also is supported by Novo Nordisk, which lend their facilities as the venue for the seminar and also sponsor the course dinner. SH asked for the support of NFOG if the seminar expenses exceed the budget and this was agreed to by the Board. It was pointed out that 46 participants was

quite a low attendance, especially as the board of NFYOG consist of 10 members. SG asked SH how NFYOG planned to reach out better to its members. SH said that they used the internet via direct e-mails to trainees. Also Acta and the National Bulletins could be utilised. He said that the reason for low attendance was not lack of information but problems for trainees in getting time off work to attend meeting and seminars and getting their travel costs paid.

10. FIGO

Ulf Högberg (UH) first presented an inquiry from Elisabeth Person (EP), who is the Nordic representative in the FIGO Executive Board. She asked the NFOG Board of their opinion in holding the FIGO congresses every 2 years instead of the current 3-year intervals. The Board considered a 2-year interval too frequent and supported continuing 3-yearly congresses. However, it was decided that UH should ask EP to send e-mails regarding this to the National Chairman so that they could send their opinions to her directly. UH presented a letter from Andre Lalonde, inquiring whether NFOG would support Program directors for the Twinning programs in Pakistan and Nigeria to attend the FIGO congress. At the last Board meeting it had been decided to support the three colleagues (2 from Pakistan and one from Nigeria) that could not attend the NFOG Congress in Reykjavik to attend the coming FIGO Congress in Capetown. As only 30.000 DKK was left of the sum reserved for this, the Board agreed to support these three colleagues against their invoices, even though the sum would be considerably higher. They will be asked to send their travel plans/budget to TL. However the Board decided that supporting the program directors was outside the budget and that SG would answer Andre Lalondes letter. UH presented to the board SFOG's proposal that Charlotta Grunewald would replace Elisabeth Person as the Nordic representative in FIGO's Executive Board. Peter Hornnes pointed out that the Executive Board has 30 seats, one of which is reserved for the Nordic countries and that this should rotate between the countries. In view of this, it would now be Finlands turn as Iceland does not have the capacity to hold a seat at the present time. Juha Tapanainen will find a candidate for this position within SGY. UH reminded the Board that each National Society should nominate a candidate for the FIGO award to female Obstetricians and Gynecologists from low-income countries. He suggested Dr Eliette Valladares from Nicaragua as the nominee from Sweden. The Board decided that Dr Vathiny Oukvong from Cambodia would be nominated from Denmark and that Dr Ruta Jolanta Nadisauskiene from Lithuania be nominated from Norway.

11. EBCOG.

As the meeting was behind its time schedule there was not time to report news from EBCOG.

12.www.nfog.org

Peter Secher (PS) told the Board that there was nothing new to report regarding the website.

13. Coming Board meetings

The next Board meeting will be held in Copenhagen 19-20th of November, after the NFOG Educational Course in Vulval Disease. The first Board meeting in 2010 is scheduled for 4-5th of March and will be held in Norway.

In witness thereof, Reykjavík, April 26th 2009

Ragnheidur I. Bjarnadóttir Secretary General of NFOG