

# Danish Development Research Network

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## Draft Minutes of DDRN's 4<sup>th</sup> Board Meeting

March 13, 2007 - Institute of Geography, University of Copenhagen

Participants: Anne Marie Sørensen (AMS), Arne Wangel (AW), Claus Jørgensen (CJ), Helle Munk Ravnborg (HMR), Lone Frederiksen (LF), Marianne Forti (MF), Marten Sørensen (MS), Mette Kjær (MK), Ole Mertz (OM), Peter Oksen (PO)

Apologies: Ahmed Jahoor (AJ), Alex Percy-Smith (APS), Dean Jacobsen (DJ), Eskild Holm Nielsen (EHN), Olav Jull Sørensen (OJS), Peter Brorsen (PB), Søren Jeppesen (SJ)

### **Agenda:**

1. APPROVAL of the agenda
2. APPROVAL of the minutes from the last meeting and matters arising
3. Status of the work plan for 2007 – including inputs from the secretariat, collaborators and members; applications (FAU) and ideas arising from the workshop on 'networks'-  
INFORMATION, DISCUSSION and DECISION
4. Next General Assembly: content and preparation - DECISION
5. Other announcements (a. Danida, b. Board members, c. Coordinator)

### **Ad 1. Approval of the agenda**

The agenda was approved without any changes.

### **Ad 2. Approval of the minutes from last meeting and matters arising**

#### **2.1 Approval of minutes**

The minutes were approved with few minor editorial changes: Ole Mertz participated in the last Board meeting (was listed under apologies).

A clarification was asked as for the issue of the return of overhead from the Department of Geography and Geology. MS explained that a meeting would be arranged with the head of department and a few board members, including APS, who had participated in the selection of DDRN's host institution.

As for pending activities, MS and AMS informed the board that Hanne Carus (HC) from BFT had been appointed as observer in the board and that a meeting with HC had been arranged for March 14, 2007.

**Action 1:** MS, APS and a few other board members hold a meeting with the head of the Department of Geography and Geology to clarify the agreement between the Department and the Network.

#### **2.2. Matters arising**

MS and AMS informed the board about the meeting with Danida held on February 22, 2007 to clarify the issue on focus on the South. At the meeting it was announced that the board would have to discuss the details of the issue with the Network's contact person, Hanne Carus. A new log frame would have to be handed in to Danida on April 1, 2007. AMS also informed the board about the current restructuring of Danida's Technical Advisory Service (TAS), which includes 21 thematic individual fields. TAS will arrange annual Development Days and DDRN has been invited to provide inputs to the first one to take place on June 11-13, 2007.

**Action 2:** MS, OM and AMS meet with HC to discuss the role of the network in the South.

**Action 3:** The Secretariat collects inputs from members in order to contribute to the planning of Danida Development Days.

**Ad 3. Status of the work plan for 2007 – including inputs from the secretariat, collaborators and members; applications (FAU) and ideas arising from the workshop on 'networks'.**

**3.1. Status of the work plan**

AMS informed that she had elaborated a first draft of a work plan and referred to the fact that participants at the workshop prior to the board meeting had expressed that the formulations of the objectives of DDRN were rather unclear. It was agreed that the secretariat and the board would try to look into this problem during the process of formulating the work plan.

**Action 4:** AMS will forward a draft work plan to the board with a schedule for deadlines for comments, re-formulation by the secretariat, and approval by the board.

**3.2. Inputs from the secretariat, the board, and other members**

Individual questions relating to the work plan were discussed, such as the elaboration of a strategy for recruitment of new members, suggestions for workshop themes, collaboration with researchers from South, and inclusion of assistance to the secretariat from consultants. It was decided that a schedule for programmed workshops should be included in the activity scheme of the work plan. With regard to representation from the South, it was mentioned that the Network was created by Danish researchers, who should still make up the core group of members. But at the same time there was general consensus that the Network can promote collaboration through e.g. ENRECA programmes or other partnerships in the South. It was also agreed that the network should include activities to enhance students' interest in development topics and to spread the students' research results.

**3.3. Application from FAU for seminar support**

AMS informed that the secretariat has received an application for a support of DKK 40,000 to the upcoming annual FAU seminar. The annual budget of the network had not been planned in detail yet, but it was agreed that it should be possible to contribute to the conference as the subject was of relevance to DDRN. The current work plan included workshops arranged by network members, which also was the case in the former three networks. Based on the procedure from the former networks, it was decided to contribute DKK 25,000 on reception of a budget from FAU. DDRN can not provide administrative support from DDRN staff.

**Action 5:** The secretariat asks FAU for a budget and provides for a contribution of DKK 25,000 for the upcoming conference on receipt of the budget.

**Ad 4. Next general assembly: content and preparation**

**4.1. Content**

AMS presented two versions of an agenda of the general assembly to be held on May 8, 2007. The longer of the two versions included a thematic seminar following the official general assembly. The secretariat had suggested research communication as the theme of the thematic seminar, but other themes could also be chosen. It was decided to include a thematic seminar, but to limit the whole meeting to 4 hours (general assembly 13:00h-15:00h and seminar 15:00h-17:00h). The subject of the seminar agreed upon was 'Research in development work in the South', with inputs from researchers, and if possible from Danida, SIDA, embassies and/or from the South. Furthermore, it was agreed to change the date of the assembly to May 9, which is the day before the FAU Conference starts. This would be most practical for participants from outside Copenhagen attending both events.

**Action 6:** The secretariat prepares the seminar in collaboration with the board.

**4.2. Preparations**

At the coming general assembly half of the board members are up for re-election. The board members are to decide among themselves who will be up this time, who will resign, and who will continue until the next general assembly. The total number of members is to be reduced from the present 12 to 9 (plus 2 deputy members). The information will be published at the

website in order to allow others to run as a candidate. HMR announced that she will not run as a candidate.

Another item on the agenda of the general assembly is adoption of the Articles of Association, which will be presented to the assembly by the board. Proposals for amendments to the articles should be sent to the board no later than 14 days before the assembly. Adoption and amendment of articles will follow existing procedures.

**Action 7:** Board members agree on who will or will not be up for re-election or resign, and they inform the secretariat of their decision.

**Action 8:** The secretariat sends a call no later than a month prior to the assembly, explaining the procedure regarding the election for the board.

#### **Ad 5. Other announcements**

The meeting decided that OM and MS will have a meeting before the general assembly to discuss outstanding issues, e.g. election procedures, but that the date for a future board meeting will be decided upon after the general assembly. Moreover, there was general agreement that it is important to clarify possibilities and interests with regard to South cooperation. Danida has confirmed that South representation in the board is not necessary.

**Action 9:** AMS, OM and MS hold a meeting to discuss pending issues before the general assembly.

**List of actions from 3<sup>rd</sup> board meeting**

Reference	Action	By whom	Status 26.03.07
BM4:Act.1	Hold a meeting with the head of the department of Geography and Geology to clarify the agreement between the University of Copenhagen and the network.	MS, APS and a few other board members	
BM4:Act.2	Hold a meeting with HC with regard to South cooperation.	MS, OM, and AMS	Done
BM4:Act.3	Collect inputs from members to Danida Development Days	Secretariat	Done
BM4:Act.4	Forward a draft work plan to the board with a schedule for deadline for comments, reformulation by the secretariat and approval by the board.	AMS	Done
BM4:Act.5	Ask FAU for a budget of the Conference, and support them with DKK 25,000 on reception of the budget.	Secretariat	
BM4:Act.6	Prepare the seminar in connection with the general assembly in collaboration with the board.	AMS, MS, and OM	On-going
BM4:Act.7	Decision and information to the secretariat of who among the board members want and who do not want to be up for re-election, and who want to resign.	All board members	On-going
BM4:Act.8	Send a call for the general assembly to the Network members.	Secretariat	
BM4:Act.9	Hold a preparatory meeting before the general assembly.	AMS, MS, and OM	

**List of pending actions from previous board meetings**

Reference	Action	By whom	Status
BM3: Act.15	Send links to research networks in other countries	AMS	