

Minutes

of the meeting of the Assembly of Delegates at the Hotel Kristina, Sigtuna, on 20-21 November 2004.

Participants: Sveinn Aðalsteinsson (chairman), Harry Linnér, Sweden, Jørgen E. Olesen, Denmark, Oiva Niemeläinen, Finland and section II, Magnús Sigsteinsson, Iceland, Svein Skøien, Norway and section I (§§ 1-13), Ole Callesen, section III, Marja Jalli, section IV (§§ 1-13), Nils Petter Kjos (substitute for Torben Hvelplund), section V, Krister Sällvik, section VII (§§ 4-23), Mogens Lund, section IX, Meeri Komulainen, section X, and Tord Eriksson (Secretary General).

Special guests: Lars Munkholm (substitute for Svein Skøien 21 Nov.), Jørgen Dejgaard-Jensen, Acta C (§§ 1-4 and 11-23), Anna Mårtensson, Acta B (§ 4) and Odd Vangen, Acta A (§ 4).

Prevented from coming: Siri Anzjøn, NKJ

| Items | Decisions |
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| 1. Opening of the meeting | The President wished the Assembly welcome and expressed a certain welcome to the scientific editors of Acta A, B and C. |
| 2. Appointment of a member who, in addition to the President, will verify the minutes. | Appointed: Meeri Komulainen. |
| 3. Approval of the agenda | Approved. |
| 4. Acta A, B and C - NJF | <p>The scientific editors of Acta A and B informed that the inflow of manuscripts has been increasing particularly from countries like Turkey. Unfortunately, many of those are not of acceptable quality.</p> <p>The impact factor and ranking have to be improved, particularly for Acta B. Many referee reports are delayed or never sent in.</p> <p>Acta C started in 2004 and the 4th issue is under preparation.</p> |

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| | <p>The followings items were discussed:</p> <ul style="list-style-type: none"> - The page charge (75 USD) restrains the interest of Finnish researchers in Acta-series. - The Danish researchers strongly aim at publishing in the highest ranked journals. - To assist young scientists in writing scientific articles will be a subject of the universities. - The editorial boards of Acta A and B are inactive. The editor has to take the responsibility either to cut out the system or activate the board. <p>- The official name of Acta: Acta Agriculturae Scandinavica is too long and the Journal covers nowadays a much larger geographic area.</p> <p>Mrs Anna Mårtensson was commissioned to convey to Taylor & Francis the idea of changing the names. The proposals are:</p> <ul style="list-style-type: none"> - Acta A – Animal Science - Acta B – Soil and Plant Science - Acta C – Food Economics <p>The President was commissioned to write a few lines about NJF to be added to the second page of Acta A, B and C.</p> |
| 5. Minutes of the Assembly of Delegates in Oslo on 15-16 November 2003. | Approved. |
| 6 Approval of the Annual report 2003. | Approved. |
| 7. Audit report for 2003. Discharge from liability for the Presidium. | The Presidium was discharged from liability. |
| 8. Information | See Attachment p. 8, AD 1/04 . The minutes from the meetings of the Presidium will be distributed for information to the AD members. |
| 9. NJ - NJF:s Newsletter | <p>The proposal of the Presidium to divide NJ into two parts was approved:</p> <ul style="list-style-type: none"> - one booklet in A5-format called “Annual report and Outlook” along with Long term plan and composition of different boards of NJF - and one e-mail based message four times a year: “News from NJF” with headlines linked to further information on NJF website. <p>The proposal was completed with the idea to add e.g. two short articles from good seminars to the “Annual report”. Also interviews with participants (What has the seminar given me?) is of interest.</p> |

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| | <p>Mr Ole Callesen and Mr Jørgen Dejgaard Jensen were asked to produce a short article from the seminars Nos. 355 and 366 respectively before the end of the year.</p> <p>The National associations will still be responsible for the distribution of “News from NJF” to the members without e-mail addresses.</p> |
| <p>10. Food Science. Report.</p> | <p>In order to create inter-sectionary work within Food Science and stimulate the organization of interesting seminars in these areas Section II, III, IV, V and IX were commissioned to appoint one member of their respective boards to be responsible for this issue. Information of the appointed persons shall be sent to the General Secretariat <u>by 6 December 2004 at the latest.</u></p> <p>The President was commissioned to arrange a meeting in January 2005 with the appointed persons and the Secretary General to plan for activities and organization covering the complete food production chain from the field to the table in the focus. The Presidium has allocated SEK 20.000 to cover the costs for the planning of the first seminar and to assist and follow up the work.</p> |
| <p>11. Analytical Agricultural Chemistry. Report.</p> | <p>The suggestions from the Presidium – as a reply to Jens Hansen-Møller’s report of 17 November 2004 – were confirmed. The vice President was commissioned to arrange a meeting with Jens Hansen-Møller.</p> <p>The suggestions are as follows:</p> <ul style="list-style-type: none"> - To form a permanent working group (or a subsection) under the Presidium. - A budget of SEK 30.000 plus the net amount of the calibration work (approx. SEK 12.000 from July 2005). - To publish the results of the calibration work on NJF:s website. - To send an annual report of the work to NJF <u>before 1 November</u> each year. - To encourage the working group to arrange a seminar, for instance about “new methods/ techniques of agronomic interest” within analytic chemistry. Perhaps as an expert seminar at the NJF-congress 2007? - The Presidium will make a proposal where the members registered under section XIII will be handled in the future. |

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| <p>12. NJF:s web site – www.njf.nu</p> | <p>A copy of the pages of NJF:s website was distributed. The AD members were commissioned to review and mail their comments, changes and additional information to the General Secretariat <u>not later than 6 December 2004</u>.</p> |
| <p>13. Reports and plans from the sections.</p> | <p>The seminar plans for 2005 and outlook for 2006 are summarized in Attachment p. 13, AD 1/04.</p> <p>Events, where NJF is only a co-partner and where the main responsibility is carried by another organization, will not get any NJF-seminar number. Those venues will be listed below the headline “Collaborative Activities”.</p> <p>The sections were commissioned to find out if and how they may engage representatives from the Baltic countries in their boards as ad hoc members or members in the working groups or seminar planning groups.</p> <p>During this congress period, it will be necessary to enrol people from Estonia, Latvia and Lithuania gradually in the work of NJF.</p> |
| <p>14. Long-term plan of NJF.</p> | <p>The sections were commissioned to send their input (changes of and additions to the draft) to the President <u>not later than 6 December 2004</u>. Before publication on the web, it has to be approved by the Presidium.</p> |
| <p>15. Working plan for 2005. - Seminars. Preliminary list of seminars 2005 and outlook 2006. - NOVA Cooperation</p> | <p>See Attachment p. 13, AD 1/04. The Secretary General was commissioned to start the process with more streamlined announcements of the seminars. The registration, payment (credit cards) and confirmation as well as bookkeeping documents have to be web based.</p> <p>Together with the Secretary General, Mrs Meeri Komulainen and Mr Jørgen Dejgaard Jensen will be responsible for this development. A draft will be presented for the Presidium and the result will be added to the “Manual of organizing NJF seminars” on the website.</p> <p>The President was commissioned to discuss the further cooperation with NOVA and prepare guidelines for combining PhD-courses and NJF-seminars.</p> |

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| <p>16. Economy report and budget 2005.</p> | <p>SEK 15.000 is allocated for each section in 2005 to contribute to the cost of a board meeting during 2005. This amount will be transferred to the section's account when the minutes of the annual board meeting have been submitted to the General Secretariat irrespective of the costs of the meeting. Additional funding may be applied for from NJF to cover the costs of inviting Baltic members to the meetings.</p> <p>The budget for 2005 according to the proposal of the Presidium was approved. (Rev. attachment p. 16, AD. 1/04)</p> <p>Next year the column for the current year shall be a prognosis of the whole year.</p> <p>Individual Baltic members may apply for a special grant for active attending (lecture or poster) NJF seminars (maximum 2.000 SEK/year/person). The guidelines for the applicants will be compiled by SG and published on NJF web site.</p> |
| <p>17. How to strengthen NJF:s income.</p> | <p>A fact is that an increasing share of the income of NJF will come from seminars. The following number of seminars has been carried out throughout the years: 1998:17, 1999:7, 2000:7, 2001:15, 2002:15, 2003:5 and 2004:6.</p> <p>An issue, which has to be investigated during this congress period, is if the governments in the Baltic countries are capable and willing to support NJF.</p> |
| <p>18. Membership fee to be paid by the national associations to NJF-C; Today:</p> <ul style="list-style-type: none"> - Ordinary SEK: 140 - OAP and students: SEK 70 - Baltic members EUR 10. | <p>For 2005:</p> <ul style="list-style-type: none"> - Ordinary: SEK 140 - OAP and students: SEK 70 - Baltic members: SEK 100 <p>(for 2006: SEK 120 and for 2007 SEK 140).</p> |
| <p>19. Marketing of NJF.</p> | <p>The Presidium was commissioned to proceed with the issue.</p> <p>The National associations were commissioned to consider the idea of allowing new members – at least PhD-students – to become members free of charge the first 3 years of membership.</p> <p>The National Associations were commissioned to try to arrange discussion panels for continuing revision of the work and aims of NJF.</p> |

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| 20. Rules and rates for travelling from 1 January 2005. | The rules and rates will not be changed. The instruction of approval has to be added to the travelling account (Rev. attachment 20 b, AD 1/04). |
| 21. NJF Congress 2007 in Denmark | <p>Time: 26-29 June Place: KVL Copenhagen Headline: Trends and Perspectives in Agriculture.</p> <p>The Danish National Association will submit seminar ideas during March 2005 to the section leaders and the Presidium.</p> <p>Response to the Danish organizers has to be submitted before 1 June 2005.</p> |
| 22. Time and place for the Assembly of Delegates in 2005. | <p>The AD-meeting will be organized in Kaunas, Lithuania or in Finland on 10-13 November 2005.</p> <p>If the AD 1/05 will be arranged in Lithuania, it will be necessary that experts from all three Baltic countries representing all sections, will have the possibility to meet during half a day together with the section leaders to get acquainted and to discuss subjects of mutual interest. The contact persons will also be called-in both to this meeting and to AD 1/05 as guests.</p> <p>The Presidium was commissioned to plan the meetings to take place on 10-13 November 2005.</p> |
| 23. AOB - Thanks | The President conveyed his thanks to Harry Linnér and Tord Eriksson for excellent arrangements and nice atmosphere during the meetings in Sigtuna. |

Secretary:

Minutes verified by:

Tord Eriksson

Sveinn Aðalsteinsson

Meeri Komulainen