



GENERAL ASSEMBLY

Online, 01.12.23

13:00-14:30 CET

1. Welcome

1.1. Introduction

It was communicated that the COEHRE team had their kick-off last week, after the symposium. The team got together to not only brainstorm on the future activities but also on keeping COEHRE on track.

The focus will lie on:

- Blowing **new life** into COEHRE
with the help of our voluntary COEHRE committee members (Content, Organisation, Communication & Marketing Committees)
- How to **reach everybody** within our member organisations?
Last week, the symposium has shown that participants from member institutions didn't know about COEHRE's existence prior to this activity.
- For what concerns **activities and keeping COEHRE on track** we will:
 - Adopt a new strategy on the conference which will include training (see below)
 - Organise activities that serve different groups of people within the institutions to give members a bigger return on their membership fees.
 - Attract new people to come into our committees to bring fresh ideas, to put COEHRE and its activities firmly on the map
f.ex. committee members with a scientific background to help with reviewing abstract, to bring new ideas on research activities
 - Develop a *better*, more effective communication strategy
f.ex. LinkedIn to increase visibility online, communicating activities well beforehand
 - Attract new members
f.ex. by offering attractive fees to first timers to lower the threshold to participate in COEHRE activities
 - Organise more budget-friendly activities
COEHRE is not free of the challenges that are involved in the financial part of organising activities. Tracks are being investigated on how to reduce the cost of organising an activity without compromising on quality.

1.2. Apologies

The minutes of the General Assembly will be forwarded to all members, so that everybody is updated on the recent developments within the organisation.

2. Elections

2.1. Presentations

We are very fortunate to have 3 highly skilled and experienced candidates to fill the 2 council vacancies. All 3 of the candidates have introduced themselves.

The candidates are:

- Katja Heikkinen from Turku University of Applied Sciences, Finland
- Sandra Tricas-Sauras from Erasmus Hogeschool Brussel, Belgium
- Julie Vanderlinden from Odisee University of Applied Sciences, Belgium

3. Activities

3.1. Spring activities

- Train future managers in health education
- Living labs

The following questions and remarks arose from the members:

- Will the spring activities be online as well as physical activities?
- It was encouraged to organize workshops for a mix of students and staff.
- It was generally preferred to hold the conference in Spring as it doesn't collide with other big conferences/gatherings in Autumn.
- Earlier communication would be advisable.
- It was recommended to spread more detailed information on the activities before the end of December which will enable the members to plan it in.

COEHRE is planning on bringing back the conference in Spring but seeing that the next year's host hasn't been confirmed yet, it is impossible to hold the conference then.

All the above remarks and suggestions will be taken into consideration.

3.2. Autumn activities

It was announced that for 2024 the student and staff conference will be split. After 2024, student and staff conference will be held together again. This is down to organizational aspects since the host hasn't been confirmed yet.

- **COEHRE Staff Conference**

At the kick-off, the workload of the host in organising a conference has been investigated which resulted in a new format.

- 2-in-1 format:
 - Specific training on 3 different topics to choose from
+ certificate of training

- Conference incl. keynote, networking, scientific programme, round table, sharing outcomes
+ certificate of conference attendance
 - Involve 5 students per training since the focus lies on developing something for students
 - Scientific programme still a strong part within the conference.
- **COHEHRE Student Conference**
Will be organized at a different location in Autumn.
This will be communicated asap.

Questions and remarks arose from the members on the following topics:

- Conference student and staff will only be split for once.
- EAIE will take place in September, which might collide with the conference.
- It was suggested to connect the COHEHRE conference to another conference. As resources are getting smaller, a selection in activities to attend needs to be made at every institution.
- There is less money and time to participate. After Covid, the attendance of the conference won't be what it was like before.
- It was proposed to combine student and staff in one conference. This would make it easier to attend and to get money from the deans.
- It was also thought that it would involve less work if students could attend the staff conference. The students could join all the KN and afterwards come together with teachers.
- Another suggestion was to get another member institution involved in organising the student part within a staff conference.

COHEHRE is aware of the importance of keeping student and staff conference connected. Our goal is to strengthen the link between student and staff conference instead of holding it parallel.

The separate conference event will be just a one-off. The difficulty of finding a host for the conference resulted in this one-off separation stint but also pushed us to revise the format to reduce the workload involved in the organization.

All the comments and suggestions will be taken into consideration.

4. Voting documents

The voting took place online via voting forms. The quorum was reached.

4.1. Approval of agenda of the General Assembly

Approved.

4.2. Approval of General Assembly minutes 2022

Approved.

4.3. Approval Annual Report 2022

Approved.

4.4. Elections

Katja Heikkinen and Julie Vanderlinden were elected as new council members.

Fond goodbyes were expressed:

Aija Ahokas

Aija has been a dedicated, vibrant, long-serving member of the COEHRE family. She is known for her kindness and professionalism in everything she took on within the COEHRE Academy and the Council. Her patience, encouragement and dedication have been very much valued during her term in the council where she was actively steering COEHRE onward and upward. We will cherish our time with Aija -and her great sense of humor- and wish her all the best in her future endeavors. Much to our delight Aija is still active in the COEHRE committee!

Ester Goutan Roura

Ester has been one of the driving forces behind the research development within COEHRE. Her dedication, tenacity and drive meant that we could present you with a full scientific programme during our conferences, a painstakingly hard process which resulted in great opportunities for institutions to showcase their expertise. Ester has been a pleasure to work with. Her passion and involvement in combination with her lively and fun character meant that she was a great link within the team to steer COEHRE onward and upward. Together with the council, she created the groundworks for COEHRE 2.0. We wish her all the best in her future endeavors.

A fond goodbye was also expressed to our academy member:

Rens Martijn

Our energetic team of volunteers, dedicated to supply you with interesting activities saw Rens Martijn leave the team as he will be exploring the joys of life due to his retirement. We would like to thank him for all his years of dedication, commitment, and contribution to COEHRE. Rens was an avid COEHRE member for a very long time and we were lucky to have him in our team to realise many exciting COEHRE projects. We will miss his valuable input and energy and wish him an exciting retirement!

The opportunity was also taken to welcome a council member:

António Ferreira

For years, António has been involved in the organization of many interesting activities offered by COEHRE. He is a bonus to the council embodying the combination of first-hand COEHRE experience, valued work experience/interests and has proven already to be an asset to the council.

4.5. Approval Budget 2023

Membership is a crucial and vital aspect of COEHRE. It was stressed that COEHRE needs its members, to hold on to them and to attract new ones to solidify the basis of the organization. A bigger return on the membership will provide COEHRE with a stronger, more stabilized financial situation.

How to achieve this?

- Involve more members in the COEHRE committees to ensure the return is met
- Introduce new fees for first timers
- Timely communication of activities to ensure involvement and participation

It was emphasized by the members that at this point of time it is important to show COEHRE's value to the members.

It was also advised to include the budget for the upcoming year.