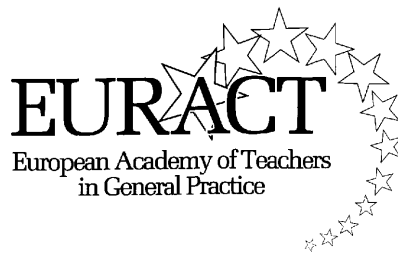


Network organisation within WONCA Region Europe – ESGP/FM

EURACT Council meeting – Malta, May 2008





Network organisation within WONCA Region Europe – ESGP/FM

Report of the 1'st 2008 EURACT Council meeting

Mosta, Malta

May 7-11, 2008

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**Meeting of the Council
of the European Academy of teachers in General Practice
(EURACT)
held in Mosta, Malta, May 7-11, 2008**

Members present:

Dr. Egle Žebiene, Lithuania , President
Dr. Okay Basak, Turkey, Honorary Treasurer
Dr. Roar Maagaard, Denmark, Honorary Secretary
Ass. Prof. Janko Kersnik, Slovenia, EB member
Dr. Luis Filipe Gomes, Portugal, EB Member
Prof. Job F.M. Metsemakers, The Netherlands, EB member
Dr. Mette Brekke, Norway
Dr. Natasa Pilipovic Broceta, Bosnia & Herzegovina
Dr. Francesco Carelli, Italy
Dr. Owen V. Clarke, Ireland
Dr. Razvan Miftode Florentin, Romania
Dr. Dolores Forés, Spain
Prof. Elena Frovola, Russia
Prof. Bernard Gay, France
Dr. Sandra Gintere, Latvia
Prof. Georgi D. Ivanov, Bulgaria
Dr. Givi Javashvili, Georgia
Dr. Eva Jurgová, Slovakia
Dr. Ruth Kalda, Estonia
Dr. Jaroslava Lankova, Czech Republic
Dr. Monica Lindh, Sweden
Dr. Marina Olynik, Ukraine
Dr. Philios Phylaktou, Cyprus
Dr. Roger Price, United Kingdom
Dr. Bernhard Rindlisbacher, Switzerland
Dr. Llukan Rrumbullaku, Albania
Dr. Mario R. Sammut, Malta
Dr. Georgis C. Spatharakis, Greece
Dr. Wolfgang Spiegel, Austria
Dr. Alma Eir Svavarsdóttir, Iceland
Dr. Paula Vainiomäki, Finland
Dr. Peter Vajer, Hungary
Dr. Mladenka Vrcic-Keglevic, Croatia,
Dr. Stefan Wilm, Germany
Dr. Adam Windak, Poland
Dr. Yonah Yaphe, Israel
Dr. Natalia Zarbailov, Moldova

Members absent:

Prof. Jan Degryse, Belgium
Dr. Smiljka Radic, Serbia

PROGRAM OF THE MEETING

Wednesday, 7th of May 2008

Pre-Council Executive Board Meeting

Session 1: Welcome and introduction.

Thursday, 8th of May 2008

Session 2: Committee work

Session 3: Performance agenda – plenary and small groups

Friday, 9th of May 2008

Session 4: Business Meeting

Session 5: Educational research taskforce presentations

Session 6: One slide – 5 minutes presentations

Saturday, 10th of May 2008

Session 7: Future plans / Review of meeting

EURACT-MFCD International Workshop on Lifelong Learning in Family Practice

Post-Council Executive Board Meeting

REPORT OF THE MEETING

Pre-Council Executive Board Meeting

The Executive Board met at 14.30 – and at 15.30 Committee chairs and Task Force chairs joined.

- The President went through the agenda for the meeting – and in particular the agenda for the business meeting.
- We have new members attending the meeting – secretariat to prepare name badges for future council meetings.
- Italian Membership Issue solved. Only for information.
- Website Editor to be appointed; to collaborate with a member of EB and secretariat.
- Director of Communication – Francesco Carelli to update his report for Friday meeting.
- Nonattendance of some council members – announcement to council that we strictly follow our bylaws in the future. Council members should communicate with EB and give some explanation if they can't attend the meeting successively more than two times. EB to approach these members in future.
- Job is stepping down as a council member. New election to be run in the Netherlands. Election of the new member of the Executive to be organized in Cyprus. Council members to be invited to apply for this post (position occupied until Spring 2010); applications should be sent to the secretariat with copy to Hon. Secretary one month before the Cyprus meeting (note: name of 2 supporting council members to be included in the application).
- Legal status of EURACT, Bylaws changes – Job will finish the task. Proposal of the legal adviser sent out before the meeting – to be discussed during the business meeting.
- New Hon. Treasurer should be elected this spring. Apology and information to council that the new Hon. Treasurer will be elected in Cyprus. Applications should be sent to the secretariat with copy to Hon. Secretary one month before the Cyprus meeting (note: name of 2 supporting council members to be included in the application).
- New Hon. Secretary to be elected at Spring meeting 2009.
- Developing a Directory of Tasks – proposal from Wolfgang Spiegel to be discussed in council. EB thinks this proposal has important implications for GP/FM in some European countries and Wonca Europe should be consulted. This will be proposed to council.
- A joint meeting in the future between EURACT and EGPRN? A proposal to be discussed with council – it might be organised in 2010.
- Committee and Task force chairs joined the meeting. Each chair outlined preliminary plans and gave short reports.
- CPD Committee preparing for the Saturday conference with Maltese colleagues (International Workshop on Lifelong Learning in Family Practice).
- CPD Committee submitted an abstract to the Istanbul conference.
- Paula is going to step down at Cyprus so a new chair for CPD Committee to be found.
- Committees should try to participate at the Wonca conferences with workshops (discussion within groups).
- Educational Research Agenda Task Force – there will be no session, only two educational research presentations.
- Letter from Andrew Bax, Managing Director of Radcliffe Publishing - exploring the possibility to develop more formal links with EURACT through the journal "Education for Primary Care". Job will review the journal and give his opinion by Friday.

- Finances discussion: revised membership fees proposal to be presented to council. Belgium has not paid membership fees for 2007. Okay to discuss the matter with Jan Degryse.
- Assessment Course in Italy – leaflet to be sent to all council members electronically and be available on the website.

Session 1: Welcome and introduction.

- Egle Zebiene welcomed the council members – especially the new members from Moldova and Norway. Apologies for absence were received from Smiljka Radic and Jan Degryse. Business Meeting was introduced to council.
- New members gave a short introduction of themselves.
- The minutes from Gävle meeting were approved by Council.
- Egle Zebiene informed the Council about the elections of the new Hon. Treasurer in autumn. She also informed the council that Job Metsemakers and Yonah Yaphe are leaving the council but remaining in EURACT.
- Election of the new member of the Executive Board to be organized in Cyprus. Council members will be invited to apply for this post (position occupied until spring 2010); Applications should be sent to the secretariat with copy to Hon. Secretary one month before the Cyprus meeting (note: name of 2 supporting council members to be included in the application).
- New Hon. Treasurer should be elected this spring. Apology to Council for that! The new Hon. Treasurer will be elected in Cyprus. Election of the new Hon. Secretary to be organized in Cyprus. Applications should be sent to the secretariat with copy to Hon. Secretary one month before the Cyprus meeting (note: name of 2 supporting council members to be included in the application).
- Country reports were discussed in groups. The reports were sent prior to secretariat and distributed electronically from the secretariat. Remaining reports will be sent additionally.
- The country reports are available in ANNEX 1.

Session 2: Committee work

BME Committee

Francesco Carelli presented as chair the work in this committee:

- How to find ways to promote the Definition and EEA in the development of BME curricula and find ways to promote BME curricula in every European country, helping in this all the national representatives and national members.
- Chair of the BME Committee – Francesco raised the question of doing survey or research on the role of GP/FM in BME (topic suggested by Givi in Sweden). Givi's idea was considered on carrying out another survey, particularly about family medicine teaching to undergraduate students in General (not only ECE).

Full report available in ANNEX 4.

Specialty Training Committee

Alma Eir Svavarsdottir, the new chair, reported from the work in the committee.
The tasks of the committee was re-defined to this statement:

“The Specialty Training Committee is primarily concerned with all aspects of the curricula to support and provide high quality training in General Practice in Europe”.

The committee decided to work together on one big project. This time we want to re-do the Specialty Training Schemes in Europe the Structure of BME – Specialty training in General Practice in Europe. Add countries and questions.

Full report available in ANNEX 4.

CME/CPD Committee

Paula Vainiomäki presented the work of the Committee

The committee was very busy preparing the joint workshop with our Maltese colleagues – but other items were also discussed.

Full report available in ANNEX 4.

Member Services Committee

Janko Kersnik as new chair presented the work of the Committee.

- The committee dealt with non-attending members and non-paying countries and will deal with these problems.
- Plans were made for continuation of Leonardo Rolling Course
- Plans were made for Assessment Course 2008
- Plans were made for continuation of Leonardo 2 Rolling Course
- Our participation and visibility at WONCA Conferences discussed

Full report available in ANNEX 4.

Session 3: Performance agenda – plenary and small groups

Whole Council Working Group on EURACT Performance Agenda (EUPA)

Chair: Stefan

Protocol: Stefan

Stefan gave a short introduction into the topic following the discussions in Gävle in October 2007.

The EURACT Performance Agenda will be the third EURACT paper following:

1. European Definition of General Practice/Family Medicine (WONCA Europe) in 2002 (ED)
- 6 core competencies

- 11 abilities every family doctor should master
 - complex interrelationship
2. EURACT Educational Agenda in 2005 (EEA)
- framework to teach the core competencies
 - setting learning aims and monitoring their achievement (incl. assessment tools).

The definition of terms in EEA EUPA will use is:

Performance:

the level of actual performance in clinical care and communication with patients in daily practice

Competence:

the capability to successfully perform discrete observational tasks in a defined assessment environment, in isolation from actual work

In Gävle Council had agreed that EUPA:

- is using English definitions of terms as standard
- is related to the core competencies (ED) and uses the terminology of EEA
- is focussing on measurable / observable / assessable performance in general practice, applicable to various tasks and in a wide range of settings
- is a general uniform basic agenda of performance elements every GP masters in daily practice, applicable and adaptable to different countries with different systems instead of being too normative
- is dealing with actual work in daily practice, not with a teaching/learning situation.

What are the ingredients of EUPA?

- Clinical tasks
- Communication with patients
- Practice management
- Integration in complexity:

A well performing GP is a „professional which combines, uses and implements different elements of the professional skills in a fluid, normal and interiorized manner, knowing at every moment what are the background options and the key features related to it“ (EEA p.39)

In the discussion *Janko* reflected from his point of view as an EQuIP-member on the difference between ‘quality’ and ‘performance’. His views will be part of the material that will be sent to all Council members before the Cyprus Autumn 2008 meeting.

To start developing EUPA, 6 small groups were formed following the 6 core competencies in ED and the chapter structure of EEA:

1. primary care management (chair: *Phil*; report: *Peter*)
2. person-centred care (chair: *Filipe*; report: *Monica and Eva*)
3. specific problem solving skills (chair: *Janko*; report: *Givi*)
4. comprehensive approach (chair: *Owen*; report: *Natascha*)
5. community orientation (chair: *Roger*; report: *Llukan*)
6. holistic approach (chair: *George*; report: *Bernhard*).

Groups were told:

- to elect someone to write the group protocol (not the chair)
- to open with reading together the definition of the specialty of GP/FM (EEA p.38)
- to use the chapter from the educational agenda
- to start with the ability/core competence

- to concentrate on GPs' actual work in daily practice
- to focus on item, criteria, formative assessment method, time scale/period of time
- to keep in mind patient, GP/practice team and health system
- to elect someone to deliver a 3-4 minutes report about their findings.

Reports from the small groups were delivered on May 9, 2008. All groups had had fruitful discussions; some came up with preliminary results already. The full reports will be compiled and analysed by the core group (former EUPA task force plus chairs) and then sent to all Council members.

As a common result of the reports it was suggested to have case examples or typical situations in GPs' daily practice in every chapter to illustrate performance and its assessment. A common assessment tool could be on-site assessment by a peer, making it part of CPD.

A template for structuring the chapters will be available for the Cyprus meeting, derived from the group reports. There will be a meeting of all group chairs at the beginning of the meeting. Council members are asked to join the same small group as in Mosta to facilitate successful continuous group work.

Session 4: Business Meeting

- Monica Lindh inquired about the invitation from BALINT organization for a joint workshop in Basel 2009. EB hasn't received any official invitation or concrete information.
- Invitation to collaborate in EU project ASMENT to be put on agenda.
- Future meetings: possibility to organize a joint meeting with EGPRN in 2010 to be added to agenda.
- President's report approved.
- Approval of new members - we received 60 applications.

Following new numbers of members were approved by Council:

Azerbaijan (1), Bosnia and Herzegovina (9), France (3), Georgia (14), Greece (4), Hungary (4), Ireland (1), Italy (3), Israel (1), Portugal (4), Romania (1), Serbia (3), Sweden (2), Turkey (5), Ukraine (4), United Kingdom (1).

60 new members in total.

See total list of new members in ANNEX 3.

- Honorary Treasurer's report approved. Council members must look for the cheapest available fare when booking flights for future council meetings if they will apply for partially reimbursement of travel costs. See financial report in ANNEX 7.
- EURACT budget 2008 approved. Travel reimbursements increased from 6.000 to 8.000 EUR due to high travel expenses this year because of Council meetings in 2 islands this year with more expensive flights. See budget in ANNEX 7.
- **Revised membership fees:** EB proposal was presented to council (option I). Wolfgang Spiegel suggested a counter proposal (option II). After discussion both proposals were put to secret vote. Voting results: 32 votes for Option I and 5 votes for Option II.

Decision: EB proposal was accepted. Future calculations will be made yearly according to the International Monetary Fund (IMF). Fees for a given year should be based on newest data available in the year before (IMF figures from 2007 are giving the basis for fee calculation for 2009) using this calculation key:

- Low income countries (10 EUR): < 12.000 US \$
- Lower-middle income countries (20 EUR): 12.000 – 20.000 US \$
- Higher-middle income countries (35 EUR): 20.000 – 25.000 US \$
- High income countries (50 EUR): > 25.000 US \$

When a country moves from one category to another it can only happen as “one step pr. year”. See table describing the principles in ANNEX 7.

- Bylaws changes and legal status – proposal presented by Job, we follow legal advisers on this matter. See correspondence in ANNEX 6.
- Director of communication: Francesco Carelli largely reported also giving new amplified suggestions and in the discussion others were given by the council – newsletter to be created for the members, possibilities to organize press conferences in future, distinction between external and internal communication; strong communication between director of communication and EB. Suggestions to be included in job descriptions. A team to be created - director should collaborate with other council members, secretariat and website editor. We are updating this post and have new election in Cyprus. Applications to be sent one month before the meeting.
- Peter Vajer appointed as a new EURACT website editor.
- ASMENT Project Proposal – presented by Job, EURACT invited to participate as organization in collaboration. There will be no financial obligations. Approved by council.
- **Developing a Directory of Tasks/Procedures** - a proposal from Wolfgang Spiegel had been sent to all Council members prior to the meeting. Wolfgang presented briefly the proposal. Job presented the EB view on this matter: it is educational but has many issues for health policy in different countries – and at least we have to consult Wonca Europe – and perhaps UEMO, so EB propose to send the proposal to Wonca Europe. After discussion the matter was put to secret voting whether the Council members think that Directory of Tasks/Procedures should be done by EURACT. Voting results: 14 in favour, 21 against, 2 invalid. Decision: EURACT is not taking this task for the time being.
- Non-attendance at council meetings: Membership committee discussed the problem of council members not attending meetings. From the job description accepted by the council during Prague meeting follows that “If a Council member should be absent for more than two consecutive meetings, or fail to collect membership subscriptions, or pay them to the treasurer annually, Council will be entitled to suspend their membership forthwith and arrange new elections.”
These tasks will be explicitly mentioned in our new bylaws when we register as legal body. This strategy approved by Council.
- EGPRN-collaboration: we had a joint activity Spring 2006 in Copenhagen with little EUARCT participation. Pres. of EGPRN proposes joint activities with us – a future meeting with us. Should we explore this possibility? Yes: 20, No: 5 Abstain: 3

Session 5: Educational research taskforce presentations

The Educational Research Taskforce did not meet during the Malta meeting. Due to the fact that the Performance Agenda activities were scheduled for the whole council, there was no opportunity to have a meeting.

The Educational Research Taskforce organized the presentation of two research papers.

- Ruth Kalda:
Medical students' reflections on the family topic treatment in the family medicine undergraduate program
- Mette Brekke:
Can an educational intervention improve GPs' prescription patterns?
The Rx-PAD1 Study

The powerpoint presentations are available at www.euract.org.

See full report in ANNEX 5.

Session 6: One slide – 5 minutes presentations

George Spatharakis presented: "Towards a questionnaire for accreditation all over Europe".

Yonah Yaphe presented: "A course for group leaders of CME".

Roger Price presented: "Conference on Selection for training".

Filipe Gomes presented: "Hippokrates programme now in Portugal".

The slides are available at www.euract.org.

Session 7: Future plans / Review of meeting

- Istanbul 2008: facilitators for VdGM pre-conference were appointed: George, Mladenka, Roger, Monica, Paula, Dolores. We send the names to VDGM and require the programme of the meeting and accommodation details immediately. Roger Price to prepare a letter.
- Assessment course autumn 2009 and autumn 2010: new venues were approved: 2009 Portugal and 2010 Turkey.
- Assessment course Rome, Italy, 24-27 November 2008: leaflets distributed, every country should send at least 1 participant. Latvia, Georgia and Romania were accepted as candidates for three sponsored places. May 31st is the deadline for applicants to send the application form.
- Next council meeting: Larnaca, Cyprus, 8-12 October 2008: Phil Phylaktou gave a short presentation.
- Spring Council Meeting 2009, Sankt Petersburg. Elena Frolova gave a short presentation. After voting, new dates were accepted (17 yes, 11 no, 7 sustained): 25 – 29 April, 2009. A standard registration form should be sent to the council members ASAP. Note: Visas required for all council members!

- Stefan Wilm invited council members to the autumn meeting in Germany, 7 – 11 October 2009.
- Proposals for 2010 were accepted: Slovakia or Greece for spring meeting and Portugal for autumn meeting or the possibility to have a joint meeting with EGPRN in Switzerland?
- For the next meeting EB should explore this question: “should we change financial conditions for council meetings??”
- Leonardo II Course – Roger Price presented rationale and aims of the future course. Council approved to start with the new Leonardo II Course. Council members were invited to participate and give ideas to Egle within 7 days. Interactive activities in Cyprus as a pilot of this course.
- Review of the meeting. All Council members were very happy with the organization of the meeting, the venue **and the great job done by Mario!!**
- Wolfgang Spiegel expressed dissatisfaction about decision making in EURACT.
- Farewell to Yonah Yaphe and Job Metsemakers: Egle Zebiene and all council members thanked Job and Yonah for their invaluable contribution to EURACT.
- Elections for a new council member to be held in Israel and the Netherlands.

EURACT-MFCD International Workshop on Lifelong Learning in Family Practice

We had a very useful workshop and interaction with our Maltese colleagues on Lifelong Learning. Material produced for this workshop is available at www.euract.org.

Post-Council Executive Board Meeting

- Job will be invited to business meeting in Cyprus to present the legal status if the English version will be ready by the end of August. EURACT will cover his travel expenses.
- As Job is stepping down Roger should take over presentations of Educational Research papers.
- Reaction to EGPRN proposal for a joint meeting: Job to contact Bernhard and Paul van Royen to prepare a proposal for Cyprus (joint meeting in autumn 2010, Switzerland).
- Proposal from Eva to organize council meeting in Slovakia (spring 2010) if we provide 5.000 – 6.000 EUR of financial support from EURACT budget. Matter for the next meeting in Cyprus. Memo to be prepared by Roar (EURACT financial participation in organizing future meetings).
- Okay Basak stepping down in Cyprus – regular elections for a new Hon. Treasurer.
- Personal learning plan in Russian (link) to be published on the website – proposal from Elena. Roger to discuss the matter with Elena.
- Developing a Directory of Tasks/Procedures: Wonca Europe to be asked for opinion if Wolfgang agrees.
- Monitoring of Italian Membership: Italian memo to be revised
- The action plan table to be added to the minutes.
- Reimbursement of travel expenses to Maryna and Elena. They did not send the claim forms in time. Council decided to reimburse Maryna. Budget for Cyprus reimbursements will be lower – only 50% of reimbursement.

Travel reimbursement list – Malta Council Meeting May 08

Figures presented by Hon. Treasurer:

	<u>Claimed</u>	<u>Approved (90%)</u>
Llukan Rrumbullaku, Albania	559	500
Natasa Pilipovic Broceta, B&H	456	410
Georgi Dimitrov Ivanov, Bulgaria	360	320
Mladenka Vrcic-Keglevic, Croatia	550	495
Givi Javashvili, Georgia	654	585
Egle Zebiene, Lithuania	569	510
Natalia Zarbailov, Moldova	454	405
Miftode Razvan Florentin, Romania	508	455
Okay Başak, Turkey	752	675
Maryna Oliynyk, Ukraine	565	505
Total	5427 Euro	4860 Euro
Barbara Toplek travel expenses	545,51 Euro	

Summary of EURACT Council and EB decisions

- 60 new members approved.
- Honorary Treasurer's report approved. Council members must look for the cheapest available fare when booking flights for future council meetings if they will apply for partially reimbursement of travel costs.
- EURACT budget 2008 approved. Travel reimbursements increased from 6.000 to 8.000 EUR due to high travel expenses this year because of Council meetings in 2 islands this year with more expensive flights. Note: the expenditures concerning the Malta meeting so high that we anticipate only 50% of reimbursement regarding Cyprus meeting!
Revised membership fees. Future calculations will be made yearly according to the International Monetary Fund (IMF). Fees for a given year should be based on newest data available in the year before (IMF figures from 2007 are giving the basis for fee calculation for 2009) using this calculation key:
 - Low income countries (10 EUR): < 12.000 US \$
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 - High income countries (50 EUR): > 25.000 US \$

When a country moves from one category to another it can only happen as “one step pr. year”. See table describing the principles in ANNEX 7.

- Bylaws changes and legal status – proposal presented by Job, we follow legal advisers on this matter. Job will be invited to business meeting in Cyprus to present the legal status if the English version will be ready by the end of August. EURACT will cover his travel expenses.
- Director of communication: new suggestions were given from the council – newsletter to be created for the members, possibilities to organize press conferences in future, distinction between external and internal communication; strong communication between director of

communication and EB. Suggestions to be included in job descriptions (proposal to be made by EB). A team to be created - director should collaborate with other council members, secretariat and website editor. We are updating this post and have new election in Cyprus. Applications to be sent one month before the meeting.

- Job is leaving Council. Election of the new member of the Executive Board to be organized in Cyprus. Council members will be invited to apply for this post (position occupied until spring 2010); Applications should be sent to the secretariat with copy to Hon. Secretary one month before the Cyprus meeting (note: name of 2 supporting council members to be included in the application).
- Okay is stepping down as Hon. Treasurer. New Hon. Treasurer should be elected this spring. Apology to Council for that! The new Hon. Treasurer will be elected in Cyprus. Election of the new Hon. Secretary to be organized in Cyprus. Applications should be sent to the secretariat with copy to Hon. Secretary one month before the Cyprus meeting (note: name of 2 supporting council members to be included in the application).
- Peter Vajer appointed as a new EURACT website editor.
- ASMENT Project Proposal from Slovenia. Approved by council.
- Non-attendance at council meetings: Membership committee discussed the problem of council members not attending meetings. From the job description accepted by the council during Prague meeting follows that "If a Council member should be absent for more than two consecutive meetings, or fail to collect membership subscriptions, or pay them to the treasurer annually, Council will be entitled to suspend their membership forthwith and arrange new elections." These tasks will be explicitly mentioned in our new bylaws when we register as legal body. This strategy approved by Council.
- Reaction to EGPRN proposal for a joint meeting: Job to contact Bernhard and Paul van Royen to prepare a proposal for Cyprus (joint meeting in autumn 2010, Switzerland).
- **Developing a Directory of Tasks/Procedures?** - Wonca Europe to be asked for opinion if Wolfgang agrees.
- As Job is stepping down Roger should take over presentations of Educational Research papers.
- Could the economic consequences of organizing a Council meeting be handled in another way in the future? Memo to be prepared by EB/Roar.
- Dates for Spring Council Meeting 2009, Sankt Petersburg were changed: 25 – 29 April, 2009. Note: Visas required for all council members!
- Next council meeting: Larnaca, Cyprus, 8-12 October 2008.