*ICPAN BoD comments on GAC role draft / conference selection process [November 2015]*

*Pat thoughts 1.11.15*

*My apologies for not doing this in time for the last SKYPE when it was clearly documented in the minutes from our meeting in Copenhagen.*

*I thought about the whole process as being one that the Bylaws state is a function of the GAC.  I prefaced it therefore with checking the GAC role from the Bylaws - then thinking about how to get the GAC up and running this autumn - always supposing we have associations joining which I am sure will be the case.   I considered that a GAC could run with just 3 member countries - maybe that could be 2?!*

*I thought the countries I have listed, have most clearly stated pledge to join early - but I may have got this wrong - and apologies if I left any out.*

*The ideas on a protocol on selection have a few gaps - who sends who what which you may know more about than I.   Really the GAC acts in this function under the directorship of the Chair and BoD - but maybe if the Chair is very busy the Vice Chair could undertake the organisation of the bid process.*

*I thought that, like evaluation of abstract the whole bunch of recieved bids should go out together [i.e. post deadline date] to every member of BoD and GAC - scored - and returned to ? ViceChair ?Chair who could then evaluate overall and come up with winner - then a meeting to ensure that this is the correct decision may not be a bad idea.*

*Do let me know what you think - any comments very welcome.*

Joni comments 17.11.15

*Thank you for working on this, Pat. This is a solid beginning for formulation of a policy and procedure document. I began sorting the elements you've listed into a policy and procedure format as this would be the next step. Very, very rough draft attached - I will work on the policy format some more.*

*Pat, based on the Bylaws I believe it's appropriate for the Chair to oversee the conference bid process and for all bids submitted to go out for evaluation at the same time. We will need to include language in the policy about conflict of interest (e.g., GAC or BOD member will not score bids when the applicant is from their home country to ensure fairness of the process).*

*Have not seen any responses from the group - can you please review Pat's document and share your thoughts/feedback ASAP?*

Angie comments : 17.11.15

Agree that there may be a conflict of interest if for example Canada put in a proposal, Laura and I should not be involved in assessing the application. The scoring would have to be structured so that they would not be put at a disadvantage with two less people scoring. This could get complicated in percentage scoring – but agree with principle

Ann comments : 17.11.15

I agree with Angie on the host country not being involved in the selection but I think we have always observed this unwritten rule in the past. Of course it would be nice to see it written in our operational policy. The only other comment I have to add is that there should be only one vote from each country. There may be a member from a particular country on the board and another member from that same country on the GAC. This could lead to bias when selecting the country to host the next conference. I think the “one country, one vote” should follow through to the conference site selection to avoid any conflict of interest.

Best wishes,

Ann

Questions whether this would matter if the two reps from same country are not voting on selecting their own country to be next conference host

Laura thoughts 18.11.15

*Thanks for the immense amount of thought and work you have put into all of this.*

*You have asked for some feedback---*

*I am trying to think why we need  3 members rather than 2 members or 1 to start the GAC. Do you feel there is more credibility with 3? Are you thinking of a potential vote? My feeling is that once we have any members that we can start moving on the GAC role- more members will come. I would prefer to see one country's appointed GAC member involved in the conference bid than having a representative on the back burner. It may encourage other potential members and/or encourage new members to get to work and appoint their representative when they are aware of the GAC important issue which is at hand like selecting the conference site for 2017. Have changed format – to stat that as soon as one country send rep to GAC – we have a GAC*

*I need to think through the conflict of interest as suggested by others.*

*First, my understanding of being a board member is that the board members do not represent their country anymore or their home association but rather they are representing the international organization, ICPAN. Is that not why we have stated that if a GAC member becomes a board member, that the country's association can appoint another representative to the GAC? So does this not mean that the board member can have a vote because that member is voting on behalf of  ICPAN? As Secretary, I represent ICPAN, not NAPANc nor Canada. Agree with this in principle but could still be difficult to be imparital*

*I understand that there is a conflict when it comes to a vote from the GAC member if that person is from a potential country that has applied for the conference site. I would say that member should abstain from voting but they should still be involved in the discussions. Agree with idea that they can be involved in discussions*

*If you don't mind my thoughts about the process, I see the Conference Chair heading up the work to be done by the GAC members on the scoring of the bidding worksheets and site selection. I thought that once that GAC group had made a decision that a recommendation would go to the BOD. It will become more and more work for the board members if they have to be involved in everything. Because we are not yet very large, I can see the GAC and board members all working together for the 2017  conference selection. But I think it will need to be more streamlined in the future.That is my thought. This has been reflected in updated Operational Policy around selection*

*Do you feel there will be overlapping by the conference chair and Vice-Chair of ICPAN of the jobs dealing with the conference selection?*

*Have elected the Past Conference Chair to lead process – but could be shared out better*

*When the site is chosen and the conference chair for the upcoming conference is announced, what position will the conference chairperson have on the ICPAN board? The current conference chair has a position on the BoD always. The immediate past conference chair is not a board member [unless in another capacity] but starts of bid selection process – and continues to advice as member of Conference Sub-Committee*

*I am tired and perhaps I am not thinking clearly. I am going to stop here and await any questions you may have of me.*

*Thanks for this thought-provoking work you have prepared, Pat.*

*Hope to talk to you soon.*

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