MEMORANDUM

Re: Terms of reference for UCPH Arctic contact network

Case worker: Pernille Witten Mogensen

TERMS OF REFERENCE

Background and purpose

These terms of reference establish a cross-faculty contact network for the UCPH Arctic Forum. The purpose of this network is to act as a secretariat for the UCPH Arctic Forum.

On 10 June 2015, the Management Team met and decided to establish a UCPH Arctic Coordination Forum composed of the Prorector for Research and Innovation and two deans from the Faculty of Social Sciences (SAMF) and SCIENCE; Thomas Bjørnholm, Troels Østergaard Sørensen and John Renner Hansen. In addition, six faculty Deans were asked to each designate a contact person at the case worker level from within their faculties. (see. Management Team (LT) records from 10 June and 24 June 2015) Resource persons may be called upon from individual faculties on an ad hoc basis.

Committee composition

Contact persons:

LAW: Vibe Garf Ulfbeck, Director of the Centre for Enterprise Liability
**Faculty of Social Sciences (SAMF):** Peter Rovsing Hald, Head of Secretariat, Faculty Secretariat

**HUM:** Jesper Hede, Chief Administrative Officer, Faculty Service

**HEALTH:** Thomas Fahrenkrug, PA for Associate Deans Birthe Høgh and Hans Henrik Saxild

**Other resource persons:**

**THEO:** Theological/ecclesiastical history research:

**JUR:** Vibe Gørn Ulfbeck

**HUM:** Frank Sejersen, Associate Professor, Department of Cross-Cultural and Regional Studies

**HEALTH:** Anders Koch, senior researcher, Head of Section for Greenland Research, Danish National Serum Institute (SSI)

**Faculty of Social Sciences (SAMF):** Kristian Søby Kristensen, Department of Political Science, Centre for Military Studies

**SCIENCE:** Rebekka Knudsen, senior consultant and project manager for Greenland Perspective

**SCIENCE:** Dorthe Dahl-Jensen, professor, Centre for Ice and Climate, Niels Bohr Institute

**SCIENCE:** Kirsten Seestern Christoffersen, professor, Department Of Biology

**SCIENCE:** Morten Pejrup, Associate Dean for Research

**SCIENCE Secretariat:**

Pernille Witten Mogensen, academic administrative officer, SCIENCE Faculty Office, Dean’s Office

Morten Rasch, senior consultant, Department of Geosciences and Natural Resource Management, SCIENCE

**Network tasks**

The UCPH Arctic Forum has decided that, first and foremost, UCPH should engage in national Arctic activities via the Forum for Arctic Research (supported by the Polar Secretariat at the Danish Agency for Science and Higher Education) and Hindsgavl (an annual Arctic conference under the auspices of the University of Aarhus and UCPH), since these activities are
platforms for national initiatives and simultaneously facilitate effective inter-university collaboration.

It is agreed that, for now, Arctic coordination at UCPH consists of two primary activities.

- An annual meeting of UCPH’s Arctic Forum at the end of April.
- An annual report to the Management Team at a meeting in June.

The primary responsibility of the contact network is to inform and prepare the Management Team’s annual Arctic discussion.

Management Team discussion will focus on:

- An annual update of the inventory of Arctic research initiatives across faculties, with the aim of providing an overview and encouraging collaboration.
- Joint use of infrastructure, collaboration with Greenland’s University, Hindsgavl and the sharing of databases.
- Visibility of UCPH Arctic initiatives; partly for the general public, partly for collaboration with businesses and foundations, and finally, for possible coordination with the Forum for Arctic Research and Hindsgavl.

Furthermore, the network will coordinate other Arctic activities on an ad hoc basis, such as UCPH participation in ministerial consultations, and as needed, to collectively prepare for UCPH participation in Arctic fora, etc.

Thus, the network will support the Arctic Forum's goal of raising awareness of UCPH's Arctic strengths through UCPH-wide contributions to the Forum for Arctic Research and Hindsgavl, and also support Ministry of Higher Education and Science processes to develop a national Arctic strategy.

**Network operation**

SCIENCE will drive network activities and coordinate both fixed and ad hoc tasks with contacts from other faculties. Contact persons will then be tasked with ensuring that coordination occurs within their own organizations. Other resource persons will be included on an ad hoc basis.

The network will meet on an ad hoc basis to coordinate larger tasks, but will, at a minimum, meet once during the first quarter, to coordinate preparation for the annual meetings of the University's Arctic Forum and Arctic Management Team discussions in April and June respectively.