

**CSEAR Executive Council Meeting  
Tuesday August 28th  
5:30pm in Lecture Room 4 (LR4)**

**AGENDA**

				Attachment
1	Members of Council Present			
	<b>Member</b>	<b>University</b>	<b>In Attendance</b>	<b>Email</b>
	Professor John Ferguson	St Andrews University	N	<a href="mailto:jf60@st-andrews.ac.uk">jf60@st-andrews.ac.uk</a>
	Professor Lorna Stevenson	St Andrews University	Y	<a href="mailto:las27@st-andrews.ac.uk">las27@st-andrews.ac.uk</a>
	Professor Charles Cho	York University	Y	<a href="mailto:ccho@schulich.yorku.ca">ccho@schulich.yorku.ca</a>
	Dr. Matias Laine	University of Tampere	Y	<a href="mailto:Matias.Laine@staff.uta.fi">Matias.Laine@staff.uta.fi</a> ;
	Professor Ian Thomson	University of Birmingham	N	<a href="mailto:i.thomson@bham.ac.uk">i.thomson@bham.ac.uk</a> ;
	Professor Robin Roberts	University of Central Florida	Y	<a href="mailto:Robin.Roberts@bus.ucf.edu">Robin.Roberts@bus.ucf.edu</a> ;
	Professor Jesse Dillard	Victoria University of Wellington	Y	<a href="mailto:jdillard@pdx.edu">jdillard@pdx.edu</a>
	Dr. Colin Dey	University of Stirling	Y	<a href="mailto:colin.dey@stir.ac.uk">colin.dey@stir.ac.uk</a>
	Professor Massimo Contrafatto	Universita Degli Studi Di Bergamo	N	<a href="mailto:massimo.contrafatto@unibg.it">massimo.contrafatto@unibg.it</a> ;
	Dr. Carol Tilt	University of South Australia	N	<a href="mailto:carol.tilt@unisa.edu.au">carol.tilt@unisa.edu.au</a>
	Dr. Carmen Correa Ruiz	Universidad Pablo de Olavide	Y	<a href="mailto:mccorrui@upo.es">mccorrui@upo.es</a>
	Professor Giovanna Michelon	University of Exeter	Y	<a href="mailto:g.michelon@exeter.ac.uk">g.michelon@exeter.ac.uk</a> ;
	Professor Gunnar Rimmel	Henley Business School	Y	<a href="mailto:gunnar.rimmel@handels.gu.se">gunnar.rimmel@handels.gu.se</a>
2	Apologies for Absence Professor John Ferguson, Professor Ian Thomson, Professor Massimo Contrafatto, Dr. Carol Tilt			
<b>FOR DISCUSSION</b>				
3	Minutes of Previous Meeting (Approved)			Yes
4	Matters Arising from the above minutes not on agenda below			

5	ESC Review - Sponsorship costs to CSEAR (for emerging scholars and mentors)	
6	Congress Review	
<b>STANDING ITEMS</b>		
7	Vision/Mission/Values Statement	
8	Membership Updates	
9	Financial Updates	
10	Satellite Office Updates	
11	Building Research Capacity (incorporating Grant applications and previous Researcher Development Proposals)	
12	Other CSEAR Conferences Updates - Italy, Urbino: Sept 20-21 -Ireland, Uni of Limerick: Oct 31-Nov 2 -Portugal, Polytechnic Institute: Nov 8-9 - Australia, Monash: Dec 4-7 (A-CSEAR in University of Tasmania 2021)	
13	Communications/Promotions Social Media (Website/Blog/Facebook/Twitter/LinkedIn): Review	
14	Outstanding Items Relating to Governance - By-Laws - Terms on Council/Organising Committee	
15	Mentoring	
16	SEAJ Updates	
17	Misc. Storage Requirement for 10yr+ Old Documents/Literature	
18	EAA Update {Matias & Giovanna}	
	Date of Next Meeting: Still to be decided	

#### 4. Matters Arising From the Minutes:

##### 1. Drop Box

**(A) Action** – **DropBox** CSEAR Executive Council (only) account – Lorna and Lori to Add.

##### 2. Emerging Scholars Colloquium

**Noted for ESC:** ESC – Well organised, high level of paper submissions. High level of acceptance. 24 maximum capacity with no declined papers. Further numbers of additional emerging scholars depend on funding. Recommendation to expand.

##### ESC Comments:

Jesse: Options for funding: full support, university match contribution and reduced rates offered. Give the organisers flexibility to add more funding, to leave with organisers. High conference rates of bursaries indicate high levels of actual attendance.

Further Thoughts: Giovanna – all students to provide arguments as to why they require the funds.

**Question:** Colin – is there an argument to rotate the Conference to other institutions?

Unless CSEAR funding changes, cost profile dictates that we keep ESC and Congress in St Andrews to maintain control. (ie. London RHUL was an expensive experiment which CSEAR cannot afford to repeat without either specific resources or a good case)

Recommendations: ESC for 2019 – organising committee will remain the same. Allowing more students depends on the quality of the paper and demographics.

Matias – recommendations for 2020 – extra considerations for full costs of conference before giving out all bursary funds

**(B) Action:** Lorna to discuss the opportunities for further CIMA funding with CIMA.

**(C) Action:** Charles likely to provide further options of funding for 1-2years

**(D) Action:** Robin also likely to provide further funds. Recognise the importance to support emerging scholars and to maximise available funds for CSEAR.

**(E) Action:** Co-Directors - Further information into the financials required.

**(F) Action:** Co-Directors and Lori: Interrogate conference costs

### 3. Organising Committee (OC)

#### OC Comments:

Charles – 2019 suggestions:

- to stay on the organising committee + Connie Beck asked, approved to be additional organising committee
- Potential to use Conference Chair Event & EventBrite - fees involved with the % of credit card payment – explore **Action**
- Submissions to include abstract and full papers
- Thematic streams working very well – recommend continue
- Announcing a paper award for FULL papers only.

**(G) Action:** Committee for 'Best Paper' – agreed all full papers eligible.

### 4. Ways to Build the CSEAR conference Community

Ideas sought on Ways to Build the Community

*Possibilities include:- pub night, wine & cheese, walk around dinners, extra social event (ie. Whisky distillery), Running events, yoga nights, whisky tasting*

**Question:** Colin – is there an opportunity to have a CSEAR dinner night?

**(H) Action:** Lorna and Lori to look into opportunities for 130 people

### 5. ESC/Congress Layout

Table layouts – generally agreed as good layout

Conference 2019 – Dates agreed and room bookings made

**(I) Action:** Lorna to provide adequate financials for the AGM report

### 6. Membership Updates

Lori Leigh – Membership numbers are higher than last year. To-date payments equate to 226. Further memberships from those registered to the Urbino conference still to add to the numbers. There are 31 students and over 50 people who are first time members this year. There is a strategy in place to communicate to the existing membership list and specific messages for those who are “committers,” “skippers,” and in the system (ie. SEAJ article authors) but who have never signed up for a membership.

Comments;

Colin – Many members cannot claim their membership fee. Would not be ideal to increase the membership fee.

**Action** Agreed Membership Fee to stay the same.

## **7. International Conferences/Satellite offices**

**(J) Action:** Lori - To investigate costs for conference.

A-CSEAR scholars visited St Andrews to start planning the 2020 conference in Tasmania

## **8. Communications:**

Website: Requires further explanation as to what its role is.

Suggestion: should all be integrated and systemized, however; there are costs and time required to maintain such a site. School of Management contribution to CSEAR could be used for website revamp. Aspire to cross feed via Facebook, Blogs, Twitter

**Action:** Lorna to review to streamline and make fit for purpose. Review Gronen website for simple, key information as a benchmark.

**(K) Action:** Encourage all delegates to engage with Facebook and twitter during conference.

## **9. Governance:**

Election on International associates – coming up by the next council meeting, information about bylaws and look into the committee requirements for new people. **Action**

**10. Mentoring Issues** – Emerging scholars programme. Positive atmosphere and high quality noted.

## **11. SEAJ:**

Matias: looking into who will replace Matias as Editor. We are receiving further papers for the Special Issue 2020. The Call will be out in due course. We encourage high quality research.

Question: What role do we want SEAJ to play?

Publishers – Routledge runs until the end of 2019. They need to give us 12 months’ notice if they are not interested in publishing further. Insisting on 4 editions/year. Have not received a publishers’ report. Alternatives going forward: Tentative enquiry from Emerald.

Option: Open access journal? Questions about ABS ranking. Online open for all option as an alternative.

Note: Open Access means you don’t have to be a member to access articles.

**(L) Action:** Matias to discuss opportunities with Emerald

## 12. Extra Efforts

EAA: 23<sup>rd</sup> of October in Brussels workshop. CSEAR council members encouraged to attend.

EAA Fringe workshop in Cypress for CSEAR members (Tuesday morning) before conference. Free of charge. Key for people to go to the EAA. Need to verify the costs of the event. Catering events to be considered.

**(M) Action:** Carmen & Gio to keep us posted for the EMAN project.

*Date of Next Meeting: To Be Determined*

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