

**CSEAR Council Meeting**  
**Seminar Room 6 of Gateway Building, University of St Andrews**  
**Wednesday 24<sup>th</sup> August 2016**  
**5.45pm**

**AGENDA**

	Attachment
1. Members of Council Present	
2. Apologies for Absence:	
3. Minutes of Previous Meeting: 7 June 2016	Yes
4. Matters Arising from the above minutes not on agenda below:	
5. Building Research Capacity [Standing item now incorporating Grant applications and previous Researcher Development Proposals]	Yes
6. Draft Annual and Finance Report for 2015 - 2016	Yes (x3)
7. Collaboration(s) with CIMA (Ian Thomson)	
8. CSEAR 2016 Conference – feedback	
9. ACSEAR: formally adopt subcommittee as subcommittee of Council	
10. Council and IA Elections	
11. Website: Review [Standing Item]	
12. Outstanding Items Relating to the By-Laws [Standing Item] (i) Questionnaire (Lorna and Ian)	
13. SEAJ Update [Standing item] (i) Editorial Assistant Job Description (outstanding item)	
14. Mentoring [Standing item]	
15. Vision/Mission/Values Statement [Standing Item]	
16. Teaching case study Update [standing item]	
17. AOB	
18. Meeting Schedule for 2016 – 2017 Session	Yes