

**The Centre for Social and Environmental Accounting Research
CSEAR Council**

MINUTES OF THE MEETING OF THE CSEAR COUNCIL HELD ON 4th MARCH 2014

1. Council Members Present

In person

Lorna Stevenson (Co-Director), John Ferguson, Colin Dey

via WebEx:

Nola Buhr, Charles Cho, Massimo Contrafatto, and Matias Laine

also present:

Lynn Christie

2. Apologies for Absence:

Carmen Correa Ruiz, Robin Roberts, Jesse Dillard, Jan Bebbington and Ian Thomson

3. Minutes of Previous Meetings

The minutes of the 14th January meeting were approved by the Council.

4. Matters Arising from above minutes (not on main agenda)

There were no matters arising as all items are dealt with in the main agenda.

5. Conferences

(a) Emerging Scholars Colloquium at CSEAR 2014

The information about the day is all prepared and is ready to go out subject to the definition of costs involved. The Council considered the full costing scenarios that had been circulated. After very careful consideration it was agreed that those participating in the ESC would pay no fee for the day nor for accommodation on the 25th and 26th August **IF** they pay the full fee for the remainder of the conference (please see below for fee level). The cost of this will be borne by the CIMA Grant but we will be limited to 30 participants and 8 academics as a result. Of course there may be one or two instances when students cannot afford this, but they will be allowed to apply for one of the 8 potential bursaries on offer. Information and calls for papers will be circulated immediately and the information put onto the website as well as being included in the newsletter.

ACTION

(b) CSEAR 2014

The Council agreed to a conference fee of £350 for all CSEAR member delegates. Any students participating in the ESC will be expected to pay this fee also. The fee will cover the 2.5 day conference as well as accommodation on the 27th and 28th August, all breakfasts, lunches and dinner on the 27th August. It will not cover accommodation on the 26th or 29th August but this can be arranged at a cost of £50 per person per night on a B&B basis. The cost of the conference dinner on the 28th is not covered by this fee, but this will be available at an additional cost of approximately £45 per person for a 3 course meal and wine/soft drinks. The conference shop will be available on the website from late April/Early May and the CSEARUK conference website will be updated with all the relevant information about this and the ESC.

ACTION

(c) 2015 Location and organisation

Jeffrey Unerman at Royal Holloway has agreed to host the CSEAR 2015 conference in the last week of August 2015. It was agreed that there needs to be some continuity in the organising committee so a couple of members of the current committee will help with CSEAR2015. Local members to Royal Holloway will be

canvassed so see who else is willing to help and be on the organising committee. The Emerging Scholars Colloquium has been pencilled in to be repeated in 2015 but this can be reviewed (if necessary) after the inaugural one in 2014.

ACTION

- (d) Charles was able to confirm that the next CSEAR France Conference will take place in Paris from 11th-12th June 2015. The website will be updated accordingly. **ACTION**

6. Terms of Reference for Council: Updated version

The Council warmly thanked Nola for the updated Terms of Reference and Outstanding Items documents. The Terms of Reference (now known as the By-Laws) were approved subject to a few minor revisions:

4 (c) should read renewable indefinitely

7 (h) should read another rather than a second 4 year term.

7 (l) add in normally

12 (b) should be amended to included: in the event that no IA is in post then please approach CSEAR direct. The word normally should be included in the first part of this section.

The amended document will be circulated by Nola for final comment by 31st March.

ACTION

Outstanding Items on By-Laws and CSEAR Governance

Item 1: It was agreed that we vote on the by-laws in April with the membership being allowed to vote on them in May/June. It will be a yes/no to ratify them. If the vote is a no then the process will be opened up to comment in September.

ACTION

Item 2:

The following need to be added to the Action List of Council for Jan, Ian and Lorna:

- Job descriptions for each co-director and research fellow
- Council review of co-directors
- Council Convenor feedback meeting with each co-director
- Self-Assessment of Council performance

ACTION

Item 3 is already on the agenda for today.

Item 4 is for the SEAJ Joint-Editors (Carlos and John):

- Need description of roles for the following: Reviews Editors; Executive Editorial Board; and International Advisory Board.
- provide documents to Council for information.

ACTION

Item 5:

Invite Jeffrey Unerman as Convenor of the SEAJ Board (with no obligation to attend as John already does) to join the Council. Add him to the distribution list and the website.

ACTION

The document should be amended to indicate that the Convenor of the SEAJ Executive Editorial Board or one of the joint-editors must either be elected or be co-opted as a voting member of Council

ACTION

7. Updated Roles, Responsibilities and Governance of CSEAR IA's

Charles presented an updated Roles and Responsibilities of the CSEAR IA's that included Governance. The document

was for information. Council requested the following minor amendments/additions be made:

(a) The second line should read Approved by the IA's May 2014 and not by Council May 2013

(b) The Chair of the IA's will automatically be co-opted as a voting member of Council if not already elected as such

ACTION

After the document is amended it will go back to the IA's for final approval. After that it will be circulated to the membership for a vote. It will be a yes/no vote to adopt them. If the vote is a no then the process will be opened up to comment.

ACTION

8. CSEAR Teaching Case Study: Updated Document

The Council only requested one change to the document and that was the removal of the word plenary as it had implications for the conference. Once this is done the document is ready to be circulated and advertised on the web.

ACTION

9. Grant Applications: ESRC Centre Grant Update

Following comments received from everyone, Jan is working on an updated version in advance of the meeting being held on the 18th March. The call for applications is likely to be issued in April with a 6 week deadline for phase 1 applications.

10. SEAJ Update [Standing item]

The Reg Mathews Prize winners have been identified for 2013 and the website updated accordingly. A call for papers from EMAN has been received which will be duly circulated and it is hoped that the special issue of SEAJ for 2016 will be in conjunction with their Asia-Pacific Conference with John Sands as editor.

11. Vision/Values/Mission Statement [Standing Item]:

No comment required at this time.

12. Website and Social Media [Standing Item]:

The front page of the website is being given a new look and the colour palette for the rest of the website is being reviewed. General updates are made continuously and it is hoped that a new look members section will be available later in the year.

13. AOB:

Nola requested that mentoring be put back on the agenda for May.

ACTION

14. Date of next meeting: Tuesday 4th May 2014

Everyone noted the date of the next meeting and a WebEx invite will be sent out in due course.

Lynn Christie
27 March 2014