

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

**MINUTES OF THE MEETING OF THE CSEAR COUNCIL HELD ON 14<sup>th</sup> JANUARY 2014**

**1. Council Members Present**

*In person (somewhat delayed due to technical difficulties)*

Lorna Stevenson (Co-Director), Jan Bebbington (Co-Director), John Ferguson

*via WebEx:*

Nola Buhr (Acting Chair), Charles Cho, Robin Roberts, Massimo Contrafatto, and Matias Laine

*also present:*

Lynn Christie

**2. Apologies for Absence:**

Carmen Correa Ruiz, Colin Dey, Jesse Dillard and Ian Thomson

**3. Minutes of Previous Meetings**

The minutes of the 5<sup>th</sup> November meeting were approved by the Council.

**4. Matters Arising from above minutes :**

- (a) Terms of Reference for the Council: Nola, Lorna and Charles are working on revisions to the draft Terms of Reference and plan to have a version circulated to Council for discussion at the March meeting. It was agreed that the Terms of Reference should be ratified by CSEAR members and that this should be an agenda item of the business meeting at CSEAR 2014. Discussion on rotation of Council members and IAs will be incorporated into the next draft.
- (b) Annual Report and Practitioner Interaction: establish and communicate guidelines/strategy/policy in this area including the definition of practitioners: Massimo indicated that Ian was taking the lead on this and that he will contact Ian to see how to progress this.
- (c) Journal Ranking: IA's to progress submissions in their own countries (if rankings exist and this is appropriate): Charles indicated that he would be sending this to the IAs in his next general IA communication.
- (d) Mentoring: due to Jesse's ill health this has not been progressed yet and will be revisited at the March meeting.
- (e) GRLI: Charles is still working on this but is waiting for more feedback first. A work in progress.
- (f) Staffing: Jan has the matter in hand
- (g) ACCA report repository: Jan and Lynn are still figuring out the full list in order to obtain copies, but the matter is in hand
- (h) Library: some materials have been archived within the Gateway to allow Lynn to move into the library and use as an office. Digitisation grants are being sourced and will be applied for.
- (i) CSEAR 2015: Jan asked Council's permission to approach Jeffrey Unerman to host the 2015 conference and everyone agreed to this. Jan will let us know the outcome as soon as it is known.

**5. Emerging Scholars day/colloquium for CSEAR 2014**

Whilst Carmen was unavailable for the meeting Matias was able to report that the practical organisation of the event was in hand and that 6 'staff' members were willing to participate in the event.

The council queried the number of participants being set as 12, indicating that this was too low based on the number of students/early career attendees at previous conferences. In past years the numbers of such delegates averaged around 30. Keeping the number low would also introduce difficulties in selection criteria for those that could attend, and the Council would not like to see people turned away.

The organisers were therefore asked to scale up the arrangements with the likelihood of inviting more Faculty to participate, and consider a Q&A session where Faculty are at the front of the room with questions from the floor. This would help prevent the repetition of sessions and would allow for larger numbers.

Jan agreed to speak to Lee Parker about the equivalent event at APIRA to gauge critical numbers and will then feed this back to the organisers.

**6. CSEAR as an entity to sign/comment/engage on a national and international basis**

After detailed consideration of workloads and the myriad of potential requests (as well as all the current Council priorities), it was decided that the full Council would consider each potential reply/response on a case by case basis, selecting the issues we want to engage with. An agenda needs to be defined re what these issues are/would be.

If the ESRC grant application is successful then this will include an element to cover the capacity to do this, and would therefore be built into the longer term aims of the Centre.

## **7. Grant Applications: outcomes**

The document that Jan circulated for consideration was a 'brain' dump of what the grant shape could be, what can be funded etc., and also highlighted the fact that up to 30% of the spend can be overseas and the school's sponsorship of Lee Parker can be seen as matched funding etc. To progress the application a menu of key ingredients will be identified with small groups taking these on.

The timeline for comments on the initial document is not very urgent, but will be required by the beginning of February.

The approximate timetable for the application is likely to be that the 1<sup>st</sup> application will be due in April/May 2014, however we will only be given 6 weeks notice of the submission date. After the first application there is likely to be 2 more processes to go through. We will need to have the application sketched out and ready to go by the time the call comes out.

All this and areas of responsibility will be discussed and decided at the meeting on the 18<sup>th</sup> March in London.

If all goes well then everyone agreed that this would all dovetail nicely with a Horizon 2020 application and that the applications could potentially be done in parallel.

## **8. CSEAR Teaching Case Collection Operational Plan:**

Council endorsed the plan. A discussion was held on several questions raised by Ian Thomson's email. The following conclusions were reached:

- Submission of cases should be restricted to CSEAR members.
- The timeline is tight. Most notably, the length of time between the call for cases and the submission deadline seems short. However, (a) people would likely already have some completed cases and work in progress; and (b) it was better to get started on the competition this year, rather than wait until next; and (c) it was okay to have fewer submissions this year if need be.
- The process for selecting judges is appropriate. However, 5 judges should be sufficient and every effort should be made to avoid selecting Council members as a judge.
- Fine to have a plenary session to present finalist cases at CSEAR 2014.
- Members were uncomfortable with the dynamics of choosing a winner at the plenary session and were not sure why a winner was needed. It was agreed to leave the handling of this to Ian and Helen or if need be to Ian and Helen and the judges.
- Members were unsure why prizes were needed. Again, it was decided to leave the handling of this to Ian and Helen or if need be to Ian and Helen and the judges.

These will be fed back to Ian and Helen for action.

## **9. Italian CSEAR Satellite Office**

Massimo submitted a request to Council to approve the implementation of the Italian CSEAR satellite office that will be hosted within the University of Bergamo. The Council unanimously agreed to this and Lynn will produce a letter of approval required by Massimo for his University. Massimo will keep the Council updated on progress on implementation and the website and will liaise with Lynn for any help required.

The request opened up the question of processing such requests from non-council members. It was agreed that this would fall under the remit of the IA's and Charles will take this forward.

Council all agreed that this will be good for the ESRC Research Centre Grant and Horizon2020 applications.

## **10. Social Marketing**

Lynn and Lorna went to a social marketing session (at Angus College) run by a very successful social marketer. Notes of the meeting will be circulated once Massimo has had a chance to review them. However to get the most out of social marketing the Council need to decide what we want social marketing to achieve for us, or even if there is an appetite for it in the first instance, and then we can tailor our presence to our aims and targets.

## **11. SEAJ Update [Standing item]**

John provided Council with an SEAJ update:

The special issue for 2016 will be in conjunction with the Asian Pacific EMAN Conference, with John Sands (of Griffith University) taking the lead. This will build important links between CSEAR and EMAN, with their critical work and our managerial work

potentially crossing well. Jan is going to speak to Stefan to explore building links with EMAN with special reference to the ESRC grant, and will also try and go to the conference.

Nola agreed to the Future Sessions notes being published in the second 2014 issue. This will make the issue a complete package including a commentary for Rob and his reply. There may however be a slight hiccup with publication dates as Nola's piece includes information relevant to the 2014 conference. John will therefore investigate bringing the publication date forward.

The Editorial Board will soon identify the 2013 winner of the Reg Mathews Prize.

**12. Vision/Values/Mission Statement [Standing Item]:**

It was agreed that the document should be allowed to bed down in general terms before revisiting at the next conference. As such there will not be a dedicated session for this at the 2014 conference. CSEAR's voice will be involved in the Practitioner Forum Policy and this can then feed into the VMV. It was agreed however that a short form of the statement will be highly visible at the 2014 conference.

**13. Website and Social Media [Standing Item]:**

As Colin was unable to attend the meeting Lynn advised the Council that a small working group were reviewing and revising the current website look and content. They are also working on a different platform for the members section that would allow for more content. Council approved the following plan for the lengthy bibliography:

- Current form will remain as an 'historical' bibliography
- For references for 2012 onwards search terms for Scopus (and other engines) will be defined and instructions on how to search the web will be provided.

This second point will allow the bibliography to be available in real time.

**14. AOB:**

AOS Special Issue:

Jan informed Council that a special issue in Sustainability of AOS was in publication, and that it is awash with CSEAR members as authors. These authors are: Massimo, Markus, Ian, Suzanna, Georgio, Leonardo, Jeffrey (Editor of special issue), Laura Spence, Carlos and Jan.

The Council congratulated all authors and agreed that it was an excellent opportunity for raising CSEAR's profile even further if all the authors indicate their membership/Council position in their contact details.

**15. Date of next meeting: Tuesday 4<sup>th</sup> March 2014**

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

**Lynn Christie  
10 February 2014**