

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

MINUTES OF THE MEETING OF THE CSEAR COUNCIL HELD ON 13 JANUARY 2015

1. Council Members Present
<i>In person</i> John Ferguson, Lorna Stevenson and Colin Dey
<i>via WebEx:</i> Matias Laine, Nola Buhr, Charles Cho, Jesse Dillard and Jeffrey Unerman <i>also present:</i> Lynn Christie
2. Apologies for Absence: Ian Thomson, Jan Bebbington, Massimo Contrafatto, Carmen Correa
3. Minutes of Previous Meetings
The minutes of the 4 November meeting were approved by the Council.
4. Matters Arising from above minutes (not on main agenda)
There were no matters arising.
5. Website Review
<p>Colin submitted a summary document (see attached appendix 1), which Council considered carefully. The first point considered was the teaching resources which are not out of date despite being very important for students. It was agreed that this section would be re-launched via the Teaching Case Competition, and a more interactive format. However the decision as to whether this would be free to view for all or in the members' section was delayed for the time being. The second action to be suggested was a research bulletin 'board', an idea proposed by Sheila Killian. This would involve authors of papers (or other research output) writing a small blurb of approximately 1000 words (based on a simple template) which would be put on the website along with links to the full item. The frequency of publication of the bulletin would mirror either the journal or the newsletter i.e. 3 or 4 times per year. It was proposed that the Council would trial this first before rolling out to the general membership. The bulletin would be published in a magazine style pdf format (with the design still to be decided upon) online in the first instance. It would help members identify what 'CSEAR members are doing now' via a clickable link of the same title. Council members agreed to trial this project and asked Lynn and Colin to do a draft template.</p> <p>ACTION The remainder of the website review would be carried out incrementally over the remainder of the session and possibly into the beginning of the next.</p> <p>Lynn was asked to check the status of the videos taken at the 2014 Conference with Jason. If ready then they can be put on the website.</p> <p>ACTION</p> <p>The questions raised at the ESC remain (mostly) unanswered on the blog and so all council members were kindly reminded to reply to those questions they had been invited to provide an answer to.</p> <p>ACTION</p>
6. Mentoring [Standing Item]
No comment to make at the meeting other than the ESC will be repeated again at this year's conference and the call for papers is complete and ready to go.
7. Outstanding Items Relating to the By-Laws [Standing Item]
7.1 Draft Co-Director Job Description
The Council were happy to accept/approve the job description as submitted.

7.2 Draft Administrator/Research Fellow Job Description

This document was for information as it has gone through/is going through the University of St Andrews Workforce Planning process. However there is no news yet as to whether the position will be funded by the School/University rather than CSEAR.

A review of co-directors performance and self-assessment of Council are still needed. Nola agreed to draft a self-assessment document for consideration.

ACTION

8. CSEAR UK 2015 update [standing Item]

The contract for the conference has now been signed and the cost of the various packages that will be offered is almost complete. The Conference Committee have not yet identified a plenary speaker. It was suggested that Mike Power at LSE might be an ideal plenary. Jan and Jeffrey will approach him when they see him next week, but before then it was suggested that Robert Charnock (member at LSE and a member of the Committee) might be able to sound him out for availability and willingness. Jeffrey also suggested his contact at Futerra as a possible for practitioner session. He will pass on the contact details to the Committee.

ACTIONS

9. SEAJ Update [Standing Item]

Routledge Contract: To date there has been no communication from Routledge/Matt Cannon re the contract which is due to expire in December 2015. As the deadline to notify us of the cancellation of the contract has passed (December 2014) with no communication then by default the contract has been extended until December 2020! However we still need to actively push institutional subscriptions and subscriptions from non-academic based institutions.

John was able to report that submissions mean we have enough for issues and special issues for the rest of the year and into early 2016, but thereafter they are struggling a bit for special issues. Council were asked to submit ideas for special issues to John.

ACTION

The SEAJ Board and the Council thanked Matias for all his work as reviews editor as he steps down from this role. Hannele Makele will replace him on the reviews team.

The job description for the editorial assistant role is still outstanding, but John said this matter was in hand.

ACTION

10. Grant Application: ESRC Centre Grant Update [Standing Item]

A meeting is taking place at LSE with CARR next week, and a report will be given at the next Council meeting (Jan).

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

Nothing new to report/discuss

12. Teaching Case Study Update [Standing Item]

It was agreed to promote this constantly and to move it up the newsletter making it more prominent, as to date no submissions have been received.

ACTION

13. AOB

13.1 Nola Buhr Retirement and Resignation from Council

Nola notified the council of her intention to retire from academic life and resign from the council effective 30 June 2015. The Council thanked her for all her sterling work over the years and noted that she would be missed a lot by everyone, inviting her back to future conferences as a practitioner if she ever wished to. It was agreed to leave her position on Council vacant until the next round of elections which are due to take place in 2016.

ACTION

13.2 COP 21

Charles reminded council that COP21 meets in Paris this year and asked if we (CSEAR) wanted to participate actively in it. The Council asked Charles to put together a plan/suggestions for active (not symbolic) participation for consideration as soon as possible.

ACTION

14. Date of next meeting: 3 March 2015

Council noted the date of the next meeting.

Lynn Christie
26 January 2015

APPROVED