

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

MINUTES OF THE MEETING OF THE CSEAR COUNCIL HELD ON 24th JUNE 2014

1. Council Members Present
<i>In person</i> Jan Bebbington (Co-Director), John Ferguson, Massimo Contrafatto and Ian Thomson (Chair)
<i>via WebEx:</i> Matias Laine, Robin Roberts, Carmen Correa Ruiz, Nola Buhr, Charles Cho, Carlos Larrinaga and Jesse Dillard <i>also present:</i> Lynn Christie
2. Apologies for Absence:
Lorna Stevenson, Colin Dey and Jeffrey Unerman
3. Minutes of Previous Meetings
The minutes of the 6 th May 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. Outcome of Membership Vote and implications flowing from the By-Laws
<p>The membership formally adopted both documents with a unanimous vote of 100% for each. Of the membership that were eligible to vote 33% did so. The Council congratulated everyone for the work done and the results achieved.</p> <p>The outstanding items now required are:</p> <ul style="list-style-type: none">• Role descriptions for the Review Editors, Executive Editorial Board and International Advisory Board• Job descriptions for each co-director and research fellow <p>It is hoped that all these documents can be produced before the conference.</p> <p>ACTION</p>
6. Mentoring
<p>The document was drawn from Jesse's previous document and pulled together for an article for the newsletter. It is now a board position ie a report by the board to the membership. Everyone supported the document which is supportive and not formal in nature with a menu of options. After a couple of minor changes Lynn was asked to circulate the document with the next newsletter.</p> <p>ACTION</p>
7. Grant Applications: ESRC Centre Grant Final Submission
<p>Jan thanked those involved for their input, and indicated that Shona, Jan and Lynn 'own' the final content as it was amended right down to the wire on the 5th June. The grant proposes a new centre that will dovetail closely with CSEAR. If we get through to the next stage the connection with CSEAR will be more visible and synergistic. The results of whether we have got through the first round will be known at the end of July. If we get through the first round then the next deadline for the 2nd stage submission is the 24th Septembr. In continued preparation, all the CI's will meet at Heriot Watt on the 24th July. This meeting will help to further develop the application and further/more fully define the links between all of the proposed work packages. If we do not get through the first stage then the meeting on the 24th will still be useful as hopefully the more fully developed individual work packages will be able to apply for funding from elsewhere. Once the outcome of the first stage is known the information will be passed to all council members.</p> <p>ACTION</p>

<p>8. CSEAR UK 2014 update and scheduling of Council meeting/AGM/Open meeting</p> <p>Preparations for the conference appear to be well in hand with more than sufficient abstract submissions to make for a packed programme.</p> <p>An appropriate time for the AGM (separate to the main Council Meeting) has yet to be identified, but will require 75-90 minutes. The AGM will take the form of some presentations from Council followed by an open forum for questions (approx. 45 minutes). The Council presentations should include:</p> <ul style="list-style-type: none"> • An account of what the council has done • What the council hopes to do in 2014-2015 • A financial statement (even in draft form) • 5 minutes from Charles on the IA's • mentoring section by Jesse • and a section on the Blog, Facebook and new website (inc News Section) from Colin. • A piece about the VMV and whether it needs to be reviewed this coming year. • Any other volunteers – please speak up now! <p>ACTION</p>
<p>9. Satellite Offices: CSEAR France (the virtual office at ESSEC)</p> <p>Charles indicated that ESSEC would like an agreement between CSEAR and ESSEC to establish the satellite office there. Charles will draft up what ESSEC would like and will then circulate it to Jan and Lynn followed by discussion. However it is important that there is no financial implications for either side. The Council advised Charles to speak to Michelle about how she successfully set up the Laval satellite office. Council also agreed that a template document for all satellite offices is required that is generic in nature, but can also be tailored for each office.</p> <p>ACTION</p>
<p>10. SEAJ Update [Standing item]</p> <p>The second issue of 2014 is now with the publishers and should be available before September. It is the issue based on Rob's celebration at last year's conference. There is a commentary from Rob and is looking good.</p> <p>The redraft of the ABS list includes SEAJ in at rank of 1 (1-4, 4 being top), but as we are a new journal this ranking is fine, the main thing being we have been included on the list.</p> <p>There has been a steady stream of submissions so there are enough papers to take the journal through until 2016.</p>
<p>11. Vision/Values/Mission Statement [Standing Item]:</p> <p>This will be revisited at the AGM in August.</p>
<p>12. Website and Social Media [Standing Item]:</p> <p>The new look website has been well received and Council congratulated all those involved. It should be advertised via a poster at conference accompanied by the updated website site map.</p> <p>ACTION</p>
<p>13. Teaching Case Study Update [Standing Item]</p> <p>This will be formally launched at the CSEAR NA conference in July. A poster will also be put up at CSEAR UK and will be circulated with the newsletter. Progress will be reported back at the next meeting. John will talk to the board about publishing the winning piece in SEAJ. Additionally Jan recommended a article reviewing the whole process be published as a non refereed article in SEAJ.</p> <p>ACTION</p>
<p>14. AOB:</p> <p>Ian, John and Massimo have been looking at practitioner engagement, in particular how it would dovetail with the grant proposal. A note in WS6 (capacity building) of the application outlines a comprehensive set of opportunities in</p>

this respective, but we will just have to wait for the outcome of the first round application. In the meantime a practitioner forum will be held during the conference and members will be given the chance to discuss what practitioner engagement is. Ian has done a questionnaire to circulate around members that will start this discussion. The results will be presented at the conference.

ACTION

15. Date of next meeting: to be confirmed but will take place during the CSEAR Conference in August.

Lynn Christie
26 June 2014

APPROVED