

The Centre for Social and Environmental Accounting Research
CSEAR Council
MINUTES OF THE MEETING OF THE CSEAR COUNCIL
10 November 2015

1. Council Members Present:
<i>In person:</i> John Ferguson, Jan Bebbington <i>Via WebEx:</i> Charles Cho, Matias Laine, Massimo Contrafatto, Ian Thomson, Robin Roberts and Jesse Dillard <i>Also present:</i> Lynn Christie
2. Apologies for Absence:
Lorna Stevenson, Colin Day, Jeffrey Unerman and Carmen Correa
3. Minutes of Previous Meeting
The minutes from the August meeting were approved.
4. Matters Arising from above minutes (not on main agenda)
It was agreed not to co-opt Jeffrey onto the Council, instead agreeing to leave Nola's seat open until the election. This would also allow the Council to co-opt anyone required for some work between now and the election.
5. CSEAR Financial Update/Future of CSEAR
St Andrews University has agreed to fund the administrative position in CSEAR until December 2016, allowing CSEAR enough space to go self-funding. Many thanks to the Heads of School for their help in securing this. The RHUL conference generated a small surplus (£1500 after all costs accounted for); £5k in sponsorship has been secured from CIMA for the 2016 conference and it is also hoped that the CSEAR2016 conference will generate circa a £10k surplus, all of which should provide a bit more of a breathing space, taking us off the emergency list. Strategies in place to further secure CSEAR's financial footing include increased membership fees for 2016 and overseas CSEAR conferences administrative fees. All of this added to our current £40k balance should ensure that CSEAR can cover the administrative salary from Dec 16- Dec 17. However if we cannot continue to generate cash and secure grants then the CSEAR accounts will be back into an emergency situation in September 2017.
ACTIONS
<ul style="list-style-type: none">• A costing plan for the CSEAR 2016 conference is required based on the condensing of the ESC and Conference into 2.5 days and based on £400 cost per delegate (Lynn, Lorna and Jan).• An estimate of income generation for Jan 2016 – December 2017 is required (Lynn, Lorna and Jan) and should be circulated as soon as possible• Charles needs to write and distribute a note to the IA's regarding conference contributions to CSEAR• Jan is stepping down as CSEAR Co-Director in January (John will take over) as she is going to a part time contract, and will work on CSEAR finances up to this point, including looking at a COST application with Lynn, and seeing if the ESRC large grant application can be scaled down into smaller applications• John F will look at the ERC call due to come through to see if we can use some of the ESRC schemes to apply for some funding• Grant opportunities should be added to the March agenda, with a menu of possible applications
6. CSEAR Annual Report
After making a few small amendments the Annual Report is approved and ready for release to members via the newsletter and the website – ACTION

7. Council and IA Elections

It was agreed that IA Elections would move from every 3 to every 4 years to coincide with the Council elections. The agreed timetable is:

- Identify number of positions available for election (only half of Council can stand down) by December 2015
- Requests to stand for Council out in March 2016
- Nominations to be finalised by June 2015 and announced at AGM in August 2016
- Election to be held in October 2016
- Results available by December 2016

Jan and Lorna agreed to facilitate the elections on behalf of Council and will work out the logistics.

Currently only Nola's position is available on Council, but John now has a dual role – an elected member and also co-opted as SEAJ Board Chair, increasing this number to 2. This leaves 3 possible stand downs as only half of Council (currently 10 members) can leave at any one time. If Council want to change this then the by-laws can be amended.

Those on Council wishing to stand down should contact Jan direct.

ACTIONS

Charles to draft small amendment to IA governance document to highlight change in timing of elections.

8. PRI Academic Network

Kathryn Ng from PRI is trying to actively engage with CSEAR. Our nearest contact is Andreas Hoepner but we want to engage on a wider basis. Should we however engage on an individual level or as a body? That is should we promote them and then members can contact them direct or should CSEAR engage with them as a body? We have recently missed a deadline to put someone forward for the Steering Committee but it was agreed that we should try and be a member (or one of us on behalf of CSEAR) and get involved by speaking at conferences etc. It was also agreed that Charles would be the ideal candidate as he has a colleague already on the Committee. Robin will look at the American end and both he and Charles will report back to Council: **ACTIONS**

9. Researcher Development Proposals

The proposal (presented by Jan) for South Africa is the 'gold plated' version (and is for information only) as it turned out to be too expensive for the South African University as they have no funds. She is now looking to do a scaled down version for them. Ian will use it as a basis for regional development in Sweden via his contacts. He has already tried to sell it to Birmingham but in all likely hood only a scaled down version may be taken up, meaning smaller returns to CSEAR.

From this discussion it was agreed to develop a package of CSEAR research training that is slightly more standardised (more reading lists, workshop attendance, qualitative and quantitative research methods etc.) and see if this would sell better.

ACTIONS Jan (if time allows) will try to further develop her model and follow up with South Africa. Ian will speak with Gunnar in Sweden with Matias's help to try and develop a Sweden/Finland/Scandinavian CSEAR group and conference.

10. ABS List Report

The ABS List (now the Academic Journal Guide) was submitted for information. It outlines what UK academics think of the list and how it is used. Not surprisingly it paints a negative picture saying the list is dysfunctional, but CSEAR is still happy to promote the SEAJ through it.

11. CSEAR Conferences Dec 2015 – November 2016

Council noted the following list of conferences due to be held from December 2015 - December 2016:

- 10 – 11 December 2015: 14th Australasian CSEAR Conference Macquarie University
- 15 March 2016: 1st MENA CSEAR, Sharjah University
- 1-3 June 2016 CSEAR North America, University of Normal, Illinois
- 22 – 25 August 2016 ICSEAR, University of St Andrews
- September 2016, VI CSEAR Italy, University of Parma
- 19-21 October 2016, 1st CSEAR Ireland, Kemmy Business School

12. Outstanding items relating to the By-Laws [Standing Item]

CSEAR Council Evaluation timetable and process – held over from the August 2015 meeting
This process will be used as a learning experience and will feed into calls for nominees for the forthcoming elections. As a collective we need to decide what worked well and what didn't. Each member of the Council needs to do this evaluation and send to Lynn before the March meeting: **ACTIONS**

13. SEAJ Update [Standing Item]

John has now stepped down as editor of the Journal and Matias has taken his place. All copy for the last 2015 issue is now with the publisher. The first issue of 2016 will be a special issue, and is ready to go to the publisher. The job specification for the editorial assistant's role is still outstanding. John and Matias will chase Rhona for this.

ACTIONS

Routledge are thinking of experimenting with a new format for the journal and Council will be kept informed as this progresses.

Massimo was happy to report that Italy now ranks SEAJ as a 2* on the Italian ABS list (up from D to a C)

14. Website Review [Standing Item]

Lynn and Colin will work on a plan of work for updating the website. This should be ready for the next Council meeting in March: **ACTIONS**

15. Grant Applications [Standing Items]

Nothing to update (discussed earlier in the agenda)

16. Mentoring [Standing Item]

Nothing new to report.

17. Vision/Mission/Values Statement [Standing Item]

Nothing new to report.

18. Teaching Case Study [Standing Item]

The winning authors for 2015 have been asked to do a blog on their piece and the process and they have agreed to do this. Helen Tregidga and Ian Thomson are happy to run the Case Study again in 2016.

19. AOB

1. As Jan's contract is changing in January 2016, she is stepping down as co-Director of CSEAR. AS the University (and the by-laws) require a member of St Andrews staff to be a director of CSEAR, John Ferguson will take over as co-Director. The Council sincerely thanked Jan for everything that she has done for CSEAR over countless years. She will be keeping a hand in CSEAR, just not as co-Director.
2. Charles requested support from CSEAR for the UNESCO Chair programme and Centre of Excellence for Teaching (he will circulate full details via email), in the form of a note from CSEAR to acknowledge this interaction and for an item to be put on the website. This was agreed: **ACTIONS**

20. Date of next meeting: Tuesday 8th March 2016

Lynn Christie, 12/11/2015