

Minutes Council Meeting 05.05.2017 Rome

Present: Karl Otto Ellefsen (President), Adalberto Del Bo (Vice President), Hugo Dworzak, Susanne Komossa, Manuel Couceiro da Costa, Dalibor Hlaváček, Martin Chénot, Inge Lens (secretary), Emma Boelen (secretary/webmaster), Johan De Walsche (Education Academy), Ivan Cabrera I Fausto (Erasmus +), Oya Atalay Franck (Education Academy)

Excused: Koenraad Van Cleempoel (Treasurer) Sally Stewart, Nur Çağlar, Johan Verbeke, Gunnar Parelius

Agenda: Friday 05.05.2017

Welcome by President Karl Otto Ellefsen.
The agenda is accepted

1. Minutes from the Oslo meeting

The minutes are accepted

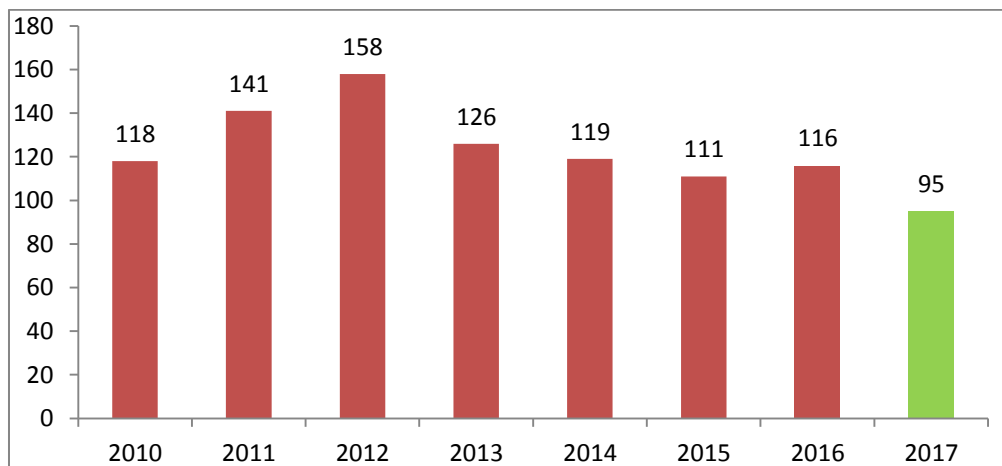
2. Membership and economy (by Inge Lens) *Presentation in attachment*

Economy:

2017 budget (predictions + actual spending on 13 April 2017)

IN		Predicted	Actual (13/4/17)
	membership fees (140 schools @ 500 €)	70.000	approx. 40.000
OUT			
	general council costs	10.000	3.838,90
	secretary	20.000	15.513,33
	communication	20.000	/
	website (investment)	7.500	712,34
	support to academies & thematic networks	15.000	1.771,55
	accountant	5.000	2.211,88
	general assembly Bordeaux	10.000	/
	bank costs		91,56
	erasmus +		6.809,01
	EAAE/ARCC		7.486,25
	European Medal		7.500,00
	conservation 2015 workshop		2.518,00
	total	87.500	approx. 48.500

Membership:



2017: 95 paid memberships (up to 3/05) (cf Council Meeting Oslo: 43 paid memberships)

New membership applications:

- School of Engineering and Architecture of Fribourg, Member of University of Applied Sciences and Arts of Western Switzerland (Switzerland)
- ENSAM – Ecole Nationale Supérieure d' Architecture de Montpellier (France)

The applications are accepted by the Council.

Comments:

- The fact that 95 members have already paid the annual fee at the beginning of May indicates that a membership of 140 schools in 2017 is within reach.
- Fees: The Council decides to present the membership fees as a problem to the GA, no changes are made to the current situation at this point.
- Germany and Austria are relatively poorly represented among the EAAE membership. The Council decides to contact the most internationally oriented schools (e.g. Berlin, Hamburg) in combination with an invitation to Bordeaux.

3. The EAAE web (by Dalibor Hlaváček and Emma Boelen) *Presentations in attachment*

Status report website:

Dalibor Hlaváček reports that, since the Council meeting in Oslo, the site has been built and filled with up to 80% of its content. The secretariat has come to Prague in March for testing and verification. In a next step, additional content needs to be added and further testing is required. The website will be launched by the end of May.

An overview of the different pages of the website is presented to the Council. It is stressed that the work on the website will not be finished once the web is launched. It is an ongoing process that will need continuous input and commitment.

Next steps:

- Technicalities: final testing and launch, SLA agreement with Little Greta

- Content and quality: implementation of communication strategy, guide for new logo
- Public relations: restarting communication with EAAE members, use it as a tool to attract new schools, presentation of communication achievements in GA in Bordeaux.

Comments:

- Related organizations:
 - Partner organizations as an alternative label?
 - National networks to be added → The Council is asked to provide an overview of all organizations that need to be mentioned on the website.
- Honorary members:
 - The Council decides that all former presidents should be honorary members and be mentioned as such on the website.
- School login:
 - With their unique login, schools will be able to update their information. They will also be able to advertise news (conferences, summer schools, job opportunities etc). In order to facilitate this, the secretariat will create short user manual.
- Events:
 - Events of the EAAE, or in which the EAAE is a partner, will be displayed in a more prominent place on the homepage than events added by schools.
- Academies:
 - The Council asks to give the academies a more prominent display on the homepage (they are now hidden under 'EAAE activities').
- Registration:
 - The possibility to incorporate a registration system in the website (e.g., for activities of the academies) is there, yet it hasn't been tested yet. If this system would not work, a solution (e.g., a google form) will be provided by the secretariat.

Logo:

The existing EAAE logo has been updated (text is part of the logo, gaps are larger). The new logo is accepted by the council.

Communication strategy:

Emma Boelen reports that the website and newsletter already do a good job in attracting visitors/subscribers, hence the new web has a solid base to start from. It is important to keep the new web alive (i.e., representation of members, creation of content by members and by EAAE (Council, Academies, project leaders) and to encourage visitors to spend more time on the website.

After Rome and the Council meeting it is decided that the new Web will be launched during the night between the 21st and 22nd of May.

4. Bordeaux 2017 (by Martin Chénot)

The organizing committee has met in Rome on May 4th to discuss the program and organizational issues. Martin Chénot presents the current state of affairs and the conference website:

- Registration: Registration is open and is working (5 people registered already)
- Program:
 - Wednesday: council meeting and academies working session. Evening: opening of conference.
 - Thursday: Conference themed “learning with the world”. After lunch: program based on input from the questionnaires. → Questionnaires will be distributed soon. Help from the Council is requested to identify good examples from these questionnaires later in the process.
 - Friday: GA and seminar on education and research. Jubilee dinner at night. → Day reserved for active discussion of EAAE-related topics.
 - Saturday: Seminar on heritage and UNESCO.

Comments:

- Spouses should be encouraged to come to the event.
- EA requests more time for the Charter on Education. Also the Erasmus + project may need more time during the conference → discussions about the program will continue after the Council meeting.
- GA should be about reporting, elections, and be an opportunity for the members to raise questions.
- The program was discussed further with the Academies and a revised time-schedule for Bordeaux will soon be published on the website.

5. Election

Information about the elections should be online in a week (in a preliminary way, if not yet finished).

- Open call for president: The Council members are encouraged to use their network to motivate candidates with a good program for the continuation of the EAAE.
- Materials to be submitted: program (intentional declaration), cv, formal support of school (economics and time).
- Four weeks before the GA all materials should be handed in and be published on the website.

6. EAAE/ARCC

The EAAE/ARCC conference in Lisbon was a success – it is important to follow up on this. ARCC would like to collaborate stronger with the EAAE, e.g., representation at each other’s conference.

Next conference in June 2018 (hosted by Temple University).

7. Education Academy

Next event in Athens in October (12-14). A preliminary version of the Charter on Education will be presented at the GA.

8. Future activities

Next Council meeting will be on the 30th of August in Bordeaux.

There are plans for a meeting in Bordeaux for the EAAE/GA planning group in June.

Also a meeting between Council members and ACE in Brussels in June is planned.