



Minutes Council Meeting 09.02.2018 London

Present: Oya Atalay Franck (President), Ilaria Valente (Vice President), Koenraad Van Cleempoel (Treasurer), Karl Otto Ellefsen, Hugo Dworzak, Susanne Komossa, Manuel Couceiro da Costa, Dalibor Hlaváček, Harriet Harriss, Inge Lens (secretary), Emma Boelen (webmaster).

Excused: Sally Stewart, Nur Çağlar

Agenda: Friday 09.02.2018

Welcome by President Oya Atalay Franck. The agenda is accepted.

1. Minutes of the previous meeting

The minutes of the council meeting in Winterthur are accepted

2. Reporting secretariat and treasurer / Organizational questions

2.1 Economy/budget

Account on 30.12.2017:

5.967,63€ + 378USD + 121.833,87€ (savings)

Total out 2017: 162.821,92€

Total in 2017: 110.532,82€

A more detailed overview of the income and expenses will be presented to the membership during the GA 2018.

Comments:

- The *Annual Conference 2017 Bordeaux* was very expensive. We need to be clearer about financial agreements in the organization of future events and define the terms and conditions for the hosting institutes. The goal must be that the fees cover all the costs and even lead to a positive yield. Sponsoring must be part of the financial concept. There should be ideally no cash flow from the EAAE.
- The *website* was costly but necessary.



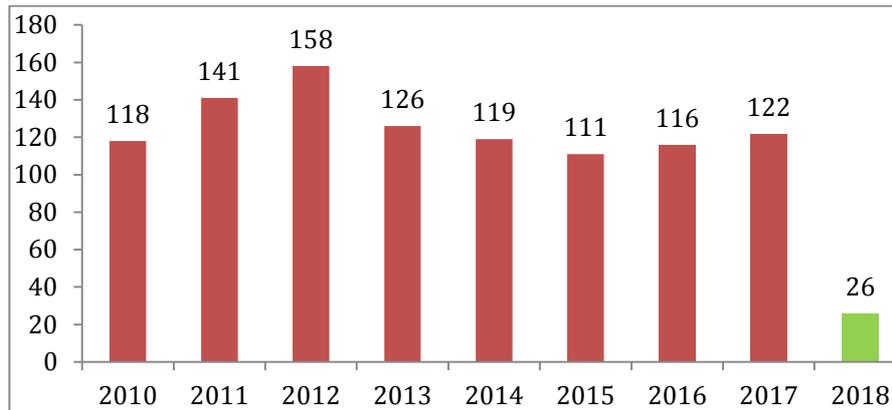
- The *conservation network* is a large cost, but not when looking at it in the correct time frame. The network also brought in an extensive amount of money in the past years (e.g. fees to attend workshops). Important that we stress this time frame when communicating about such costs/incomes.
- Support to *academies* was budgeted - mainly the Education Academy has used it. We should be more specific on how the Academies spend this amount (e.g., ask them for a budget plan for their organization within the conference). The budgets must be revised. Could the Academies subsidize themselves (e.g., by asking a small fee from participants)? It is stressed that the Academies do a great job in attracting new member schools, but most of all doing the content work and connecting young faculty, researchers, etc.
- The council is concerned that the *budget for 2018* as approved in Bordeaux will not be sufficient to cover all costs. Some costs were, for instance, not predicted; e.g., EAAE Keynote and delegation in the ARCC/EAAE Conference.
- It is important to find ways to transfer the efforts we made in the past into “cash” (e.g., the conferences, or the investment in the web).
 - o In the future, the website needs to subsidize itself. Suggestions: offer advertising space to companies, offer the possibility to members to add their reading lists to the website (income via click-through to amazon), generate income from non-members.
- Important to also stress the *positives*: the organization is healthy, both in financial terms and with respect to its image.
- To clear the gap between in and out, it might be important to raise the *membership fees*. The fees have not been changed for many years. The question is raised whether it should remain one flat fee or whether different fees should be offered, for instance according to the size of a school. This year seems the right moment to propose a raise in the fees to the General Assembly. In return it is important to clearly communicate the benefits of membership to the (potential) members.

Action: Hugo Dworzak and Dalibor Hlavacek prepare a draft with the membership benefits.

2.2 Membership (requests)

Invoices for 2018's membership were sent out on January 21-22.

Overview of membership on 06.02.18.



New school applications:

Full members

- CEU Cardenal Herrera, Architecture Valencia
- Tekirdag Namik Kemal University, Corlu Vocational school – Turkey → **Action:** check with Nur Caglar for reference.
- National Technical University of Athens - Greece
- University of Technology – Germany → Not accepted unless more information is provided
- University of Prishtina ‘Hasan Prishtina’, Faculty of Architecture and Civil engineering – Albania
- Bilkent University, Faculty of Art, Design, and Architecture, Department of Architecture – Turkey
- ‘Gheorghe Asachi’ Technical University ‘G.M. Cantacuzino’, Faculty of Architecture – Romania
- Birmingham City University – UK
- University of the Basque Country (UPV/EHU)

Decision: All schools, except Tekridag Namil Kemal University and University of Technology, are accepted. The decision will follow for Tekirdag N.K. University, as soon as the reference from N. Caglar is provided.

Comments:

- The council remarks that we may not have to be too strict in applying the membership criteria specified in the statutes, especially because we want to be inclusive. For new or small schools, EAAE membership may be a stepping stone. Important to continue to consider membership applications case by case.
- To make sure that schools are aware of the criteria in the statutes we may add a check box in the application process where schools indicate that their school complies with these criteria.



Associated members

- Cairo University, Faculty of Engineering, Architecture Department – Egypt
- Tehran University, Architecture – Iran
- Manav Rachna International Institute of Research Studies, Faculty of Engineering and Technology – India
- University of Queensland – New Zealand
- Dongguk University - South Korea
- School of Architecture of Shanghai Jiao Tong University – China (application via mail)

Decision: All associated members are accepted.

3. Matters arising

3.1. Annual conference 2018 in Porto

Title:

Design Studio: A laboratory for interactions between architectural education and society.

Program:

The chosen subject for this conference is interwoven with the topic 'How to create 'realistic' studio courses?', found in section 5.4. 'Further Investigation' of the Erasmus+ Project Confronting Wicked Problems: Adapting Architectural Education to the New Situation in Europe, coordinated by Karl Otto Ellefsen and Ivan Cabrera i Fausto.

The conference is choreographed by the Education Academy, Research Academy and the ACE-EAAE Work Party under the leadership of FAUP. The format could consist of 3 sessions, on education, research, and practice, respectively.

It is important not to have parallel sessions, to be able to make contact with all the groups and discuss the subject under different angles. This can become a very strong point of the conference. At this point it is not yet clearly defined which will be the subtitle of each session, and its burning topics, because each academy/group will need more time to think about them.



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State of affairs:

Hugo Dworzak reports that the organization is going smoothly so far. A meeting in Porto may be very valuable. It is important that the conference and the organization of the sessions follows a clear direction, and that FAUP, as organizing school, remains in the foreground in each session/in the conference.

Format:

No call for papers. Everyone will attend the keynotes speeches, which are followed by more active moments in smaller groups. The Academies have a central role in organizing these sessions.

Comments:

- The question is raised how all sessions will be connected. What will be the link between everything? And how are the different sessions be connected to the wicked problems?
- The conference seems to connect a number of different positions regarding studio education: FAUP is a more traditional school in terms of studio teaching, while the Erasmus + Wicked Problems project argues that architectural education has to change. The EAAE also brings the Academies into the discussion. While it may seem difficult to bring these different positions together, it is also a great opportunity to provoke interesting discussions.

Action: Hugo Dworzak discusses this idea with João Pedro Xavier.

Further comments:

- Important to include a moment of synthesis in the final moments of the conference. This may also be a moment to open up for discussion, a moment of collective reflection. Perhaps this is the right moment to make a link to the awards.
- Practicalities need to be online the latest in March: dates, costs, questions raised in the different sessions. Important to also have a cost plan for each sessions. We will count as much as possible on the goodwill of people.
- At a certain point a representative from the University of Zagreb, who will host the Conference in 2019, could be invited to a preparatory meeting – this might help for the organization and transfer of experience.

Secondary events during the conference:

Exhibitions: Alvaro Siza Exhibition, Architecture Medal, FAUP Diploma Projects, Velux Awards, (if decided also YTAA) should find space. There is also a proposal from James White to organize an exhibition.

Decision: it is decided that there is no capacity for further exhibitions such as the proposal from J. White during the conference at this moment. There are already too many exhibitions, which have been scheduled.

Action: FAUP is asked to propose a concept of which exhibitions are included in the programme, and how they will be placed.

Is it feasible to give space to a market place/arena for the schools who want to present their Erasmus projects, look for new partners, cooperations, networks etc.? This could be a separate entity, and it would be a new element.

Action: FAUP is asked to propose a concept of how this might fit into the secondary programme.

Finances of each session have to be planned asap – Academies' budget to be used for this purpose. Participation fees should cover the expenses of the conferences. EAAE deficit guarantee for 10.000€ is not part of the budget of the event.

Oya Atalay Franck needs more info on programme and budget to discuss further with VELUX

3.2 General Assembly 2018

Elections:

The terms of council members Susanne Komossa, Nur Caglar, and Manuel Couceiro da Costa end. They cannot be re-elected. Karl Otto Ellefsen also gives up his position as council member. Sally Stewart's and Dalibor Hlavacek's terms end, yet they can be up for re-election. In this case, they have to stand for election.

Ilaria Valente will prepare and host the elections. A call will be prepared by Ilaria Valente and Oya Atalay Franck. This call, latest by May to be published, will be more concrete about the expectations of what it involves to be council member, and the commitment to ongoing tasks and actions that is required from potential candidates.

Organization of the EAAE:

At this moment the EAAE has reached the limits of the capacity of its secretariat. What the secretariat can do is just enough to run our business. While there is a certain economy to this, it is also a disadvantage, if we want to be more ambitious and require the following tasks from the secretariat or a general secretariat:

- Professionalization of management including reporting
- Web, content management, communications, marketing
- Follow up of the business, connections (internal and external)
- Recruitment of new members and RADAR for EU initiatives

Comments:

- We have been able to distribute a lot of the work through the Academies. This could be the new practice in the future as well: create smaller groups to organize something, agile and content based work. We could also think about ways to tap more into the potential of the member schools.
- The political aspect/advocacy is missing completely at this moment in the agenda of the EAAE.
- Raising the fees could be part of the solution to bring more resources for the organization of the secretariat. However this may not be sufficient to cover the costs for the possible new action fields mentioned above.
- Could be a point of discussion at the General Assembly in 2018.

Action: Oya Atalay Franck will prepare a proposal for a general secretariat for the next council meeting.

Organization of the GA:

- Visibility - cooperation and partners: invitations will be sent to ACSA, ARCC, ELIA, ACE, Schosa
- Platform for Erasmus Projects and Calls – individual presentations? e.g. EAAE - UHasselt
Support for Erasmus+ KA2 CP JOINT project (see below)

3.3. EAAE/ARCC conference 2018

EAAE representation:



EAAE / AEEA AISBL/IVZW

European Association for Architectural Education / Association Européenne pour l'Enseignement de l'Architecture
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Decision EAAE reimburses partially the flight of Manuel Couceiro (Organizing Committee), Oya Atalay Franck (Steering and Scientific Committee, Session Chair) and Ivan Cabrera (2020 Host).

Manuel Couceiro will negotiate with ARCC for the exemption of conference fees and hotel costs of Ivan Cabrera (2020 host).

Action: The terms and conditions for responsibilities, tasks and processes incl. financial frame for the future EAAE/ARCC Conferences will be defined.

-Extended program with three workshops on the following topics:

- Doctoral Student Workshop: directed towards PhD students in the early stages of their dissertation work.
- Journal Writing Workshop: directed towards junior faculty or faculty without journal writing experience.
- Funded Research Proposal Development Workshop: directed towards junior faculty or faculty who wish to pursue external funding.

EAAE Keynote:

Sean Griffiths has communicated his concern that the foreseen 3000€ for his keynote speech will not be sufficient to cover his flight and other expenses (mainly the hotel cost will be high).

Action: Oya Atalay Franck will ask the ARCC Board that Sean Griffiths' lecture is moved to the last day such that the total cost of the keynote can be reduced.

3.4 Young Talent Award Mies Foundation

Action: Oya Atalay Franck will sign a memorandum of understanding. She will discuss in Brussels on March 10th together with Hugo Dworzak, about ACE's position and common policy EAAE/ACE, how to go on with this initiative. She will also try to organize a roundtable personally bringing Ramos and Pendl together to define the future of this collaboration.

3.5 UAUIM proposal to continue the collaboration with EAAE

As discussed with Karl Otto Ellefsen, UAUIM is determined to engage in the process of organizing, together with EAAE, valuable competitions that encourage debate and recognize excellence in architectural design education.



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UAUIM has contacted the EAAE to find a way to cooperate in the award portfolio the EAAE is developing. They have put a lot of money and effort in the organization of the student competitions over the last years and they are a very good partner. If we are developing another award in the future, they could be a potential and reliable – starting – partner, although we may need to consider whether other schools may be partners as well.

Before deciding on this, however, the EAAE should consider what the future policy on the subject of awards will be, and think about the portfolio. Will we only focus on the Young Talent Award or do we offer products next to this as well? How to proceed with establishing a best PhD award?

Action: Oya Atalay Franck will contact UAUIM. If possible, there should be a face to face meeting in the near future, discussing future possibilities/initiatives.

3.6 Requests for EAAE involvement in projects/funding applications, Erasmus +

Erasmus + Problems project:

Ivan Cabrera is the editor, and the proof-reading is paid by the Erasmus+ project. Ivan Cabrera should proceed accordingly.

Action: Oya Atalay Franck informs Ivan Cabrera.

EAAE-ArchED Forum V Conference, Izmir:

The organizers asked EAAE to be actively involved. Nur Caglar was appointed in Winterthur as EAAE contact person.

Action: Inge Lens contacts Nur Caglar for an update.

International Symposium 'Architectural Episodes 1: Educational Pursuits and Experiences 2018':

Action: Oya Atalay Franck will inform whether the organizers want EAAE as an organization to be part of it or whether they want specific people (related to EAAE) to be involved.

Knowledge Alliance to Enhance the Exploitation of the Potential of the 3D Digitised World (Erasmus + - KA2):

Action: Given that this request comes from a company, not from a (member) school, Inge Lens will inform the organizers that the EAAE currently lacks the capacity to deal with this request.



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Higher Education in Architecture: Research Teamwork for Society- HEARTS (Erasmus+ KA2 CP JOINT project):

Due to late changes in the project network, insecurities about the budget vs. responsibilities of involved partners and time constraints in general, the proposal was not submitted this year. However, all current partners are willing to continue elaborating the project proposal and the consortium is eager to submit a good and mature project next year, early February 2019. Support of EAAE is again requested for the future submission.

The project leaders would like to present the project to the EAAE council in Porto in September 2018 and discuss the involvement and support of EAAE in more detail.

Action: A time slot will be reserved during the conference where schools can present these kinds of issues for 5 to 10 minutes.

EAAE Région architecture Europe creative:

Action: Oya Atalay Franck informs the organizers that it was impossible to support this initiative.

➔ Given that the extensive numbers of requests come with shortest deadlines and minimal information for project support, the EAAE needs to define a procedure how to proceed with them. The Council agrees that the EAAE will not be a platform of dissemination for any project – a quality check will be done before the EAAE label is attached to a project.

Decision: If new questions arise, the secretariat will ask the organizers to prepare a summary of one page to show what the project is about, who the partners are, and what is expected from EAAE. The summary will be judged by the EAAE Council.

4. Website, newsletter, publicity and communication

Emma Boelen and Dalibor Hlavack report on the state of affairs concerning the website and communication strategy.

Emma Boelen is the EAAE webmaster, yet she lacks directions on how to organize the online marketing. What can be put on the web and what not? Is there a budget for online or offline media (e.g. for a welcome package to send to new member schools)? How should members be addressed?



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Comments:

- if something is added to the homepage, it should also be posted on the social media.
- Important to reach more people at our member schools. Our communication should not be too formal/academic.
- Important to retweet people, share facebook posts of members and partners, etc. This is an easy way to create opportunities for our member schools and to raise awareness for our (social) media.
- Offline marketing is important. Would be good to find sponsoring for it. Perhaps from Velux?
- Possible ways to raise money for communication through the website: Publication of partners on the website, publication of vacancies from non-members or other advertising. The website is designed to be able to accommodate these initiatives.

Dalibor Hlavacek reports that the site has done a good job attracting visitor after its launch and this trend seems to continue, which is positive. It is important to now focus on consolidation: look back and evaluate what works and what elements of the website need improvement before introducing new elements. It is also important to engage schools to use the website.

Action: Emma Boelen prepares a mailing that can be sent out in name of the President to encourage school contacts to use the website to its fullest potential.

Action: Dalibor Hlavacek, Hugo Dworzak, Emma Boelen and Inge Lens prepare a document with guidelines for online media use.

Decision: At this moment the website hosting will remain in Prague, yet the secretariat receives the direct contacts of the programmers in Prague such that issues with the website can be solved more quickly.

5. Varia

- Prof. Ma Wenjun, Dean of the school of Architecture of shanghai Jiao Tong University is interested in a possible 'non EU' affiliation to EAAE. Furthermore the mentions the possibility of organizing a meeting of the deans of the schools of architecture in Shanghai, during the next summer.

Action: Ilaria Valente invites Prof. Ma Wenjun to become an associated EAAE member and to join in the conference in Porto to communicate directly/personally with the deans of the



European member schools. The Annual Conference is one of the best possibilities to cultivate networks.

- Ivan Cabrera invites the EAAE Council Meeting to the Valencia Biennial of Research in Architecture – 18-19 October 2018.

Decision: The council agrees, especially given the fact that Valencia will also host the EAAE/ARCC Conference in 2020.

- Ivan Cabrera I Fausto asks the EAAE to support a petition to preserve Villa Llansola.

Action: The council considers Docomomo best suited to deal with this request. Oya Atalay Franck informs Ivan Cabrera.

- Survey afterlife:

Harriet Harriss explains that a questionnaire was created and distributed to know more about the life of students after they have graduated. This could, among others, give a more accurate idea of the actual value of an architecture degree.

A European project application on this subject will be submitted.

Action: Harriet Harriss delivers the necessary information about the survey to be published on the website.

- next events: CA2RE Aarhus, Johan Verbeke Conference “Enable”

6. Next meetings

- **20 April 2018: Ghent or Brussels** (local organization: Koenraad van Cleempoel)
- **Fr, 15. June 2018, Madrid, parallel to the ACSA conference** (Oya Atalay Franck provides the connection with ACSA. It is important to have the meeting at COAM. Eric Ellis from ACSA is the contact person for Inge Lens.)
- **29 August 2018, Porto** (Hugo Dworzak/Joao Pedro Xavier)
 - Council meeting before and after the conference (29.08 + 01.09).
- **19 October 2018, Valencia** (Koenraad van Cleempoel/Ivan Cabrera)
- **7 December 2018, Zagreb** (n.n.)