



Minutes Council Meeting 31.08.2019 Zagreb

Present: Oya Atalay Franck (President), Ilaria Valente (Vice President), Mia Roth-Cerina, Dag Boutsen, Rosaura Romero (secretary, protocol), Roberto Cavallo, Sally Stewart, Tadeja Zupančič, João Pedro Xavier, Harriet Harriss, Andrea Kleinert (management support)  
Excused: Johan de Walsche, Dalibor Hlavacek

Agenda

1. Welcome João Pedro Xavier, Dag Boutsen and thank you all
2. Workgroups
3. Rosie Romero's Contract
4. Annual Conference/General Assembly Call 2021
5. AC/GA 2020 Prague and ARCC Valencia 2020
6. Academies Workshop Locations and Dates
7. Dates Council Meetings
8. Varia

The agenda is accepted.

**1. Welcome** by President to João Pedro Xavier, Dag Boutsen and thank you all.

**2. Working groups responsibilities:**

- Strategy, lobbying, sponsoring, awards – OAF, IV
- Conferences:
  - ARCC Biennial 2020 – IV (Ivan Cabrera, Hazem RashidAli)
  - Annual Conference / General Assembly 2020 – OAF, MRC, JPX, RC, DH
  - Deans Summit 2020 – OAF (Ole Gustavsen)
  - ACSA Biennial 2021 – JdW, MRC, HH
  - Annual Conference / General Assembly 2021 – MRC, JPX, OAF
  - Annual Conference 2018 (wrap-up / Proceedings) Guideline – MRC, JPX, RC
- Communication and Publications – RC, MRC, DH, TZ
- Membership and Database – SS, DB, DH (all)
- Communication concept – Website – DB, JdW, DH, MRC
- Economy, management, Statutes – DB, JdW, DH, SS
- Networks ACSA, ACE, ELIA, ARCC – OAF, IV, TZ, HH
- Education Academy – JdW, MRC
- Research Academy – TZ
- Conservation Network – IV
- Erasmus+ and other Projects – JPX

Awards:

- PhD and Educator (workgroup to be defined)
- YTAA
- VELUX



Responsibility: OAF

**Comments:**

- YTAA – visibility to be promoted more in the schools. (all)
- VELUX – the marketing measures agreed upon need to be implemented. A wrap-up meeting between OAF and VELUX will take place.

**Communication – Publications:**

Proceedings – Concept, Planning, Development, and Outreach

Publications for AC, Prague

Responsibility: RC (lead), MRC, TZ

**Membership and Database:**

Evaluation of Invoicing System and Process

Update Contact Database

Responsibility: SS (lead), DB, DH (All)

**Comments:**

- We need more members. (all)
- Lists of members – who was there, and who has stopped – has to be updated constantly.
- Based on the most current list, distribution of responsibilities to the council members: who is promoting and connecting to which schools in which country.
- Teachers Conferences in the States as a platform for new memberships.
- Update to find all processes easily done online (for signing up and renewals): at the moment this is too complicated.
- Identify multiple points of contact at each school: deans change, better to have multiple references. While updating the list, name direct-multiple contacts: Dean, director, secretary, etc.

**Communication concept – Website and Social Media:**

Concept Draft (Goals, Target Groups, Form, Channels, Schedule and Responsibilities, etc.)

Website IT (Security and Development, SLA)

Web Content Management

Media: Newsletter, print material, etc.

Image of EAAE

Social Media

Responsibility: DB, MRC, DH (lead)

**Treasurer:**

Council offers position to Dag Boutsen and João Pedro Xavier.

**Decision:**

Dag Boutsen accepts Treasurer position. Vicinity to the secretariat is practical, as well as Brussels, since the EAAE is Belgium-law based.

**Economies, management:**

Organization, reporting, planning

Budget and Controlling



Reporting

Membership Finances Status

Responsibility: DB (lead treasurer), JdW, IV

**EAAE Statutes working group:**

Responsibility: JdW, DH (lead), SS

**Comments:**

- Process can be taken step by step and should not be rushed. 5 years according to the revision in Belgium-law.
- Legal advising can be asked from KU Leuven.

**Education academy:**

Planning, Development and Outreach

Actions and Events (Workshops, ACSA Teachers Conference, etc.)

Communication and Dissemination (Reporting, website publishing, web-content, etc.)

Hosts for next workshops

Responsibility: JdW (lead), MRC

**Research Academy:**

Planning, Development and Outreach

Actions and Events (Workshops, ARCC 2020 also ARCC 2022, etc.)

Dissemination and further development of the publication databank

Communication and Dissemination (reporting, website publishing, web-content, etc.)

Responsibility: TZ (lead), (Débora Domingo)

**Networks ACSA, ACE, ELIA, ARCC:**

Responsibility: OAF (lead), IV, TZ, HH

**Comments:**

- Agreements ready to be renewed.
- ACSA Priority is the 2<sup>nd</sup> Teachers Conference in New York in 2021. Pratt is interested in hosting it.
- ACE and UIA – We have to take a closer look at our relationship with them, and how to proceed. Research Agenda.
- ELIA – We are well connected. White Paper on Artistic Research to be drafted (together with Cilect, Culture Action Europe, Cumulus, ELIA, EQ-Arts, MusiQuE and SAR) and lobbying.

**Conservation Network:**

Planning, Development, Outreach

Actions and events (Workshops, etc.)

Communication and Dissemination (Reporting, website publishing, web-content, etc.)

Publications must be open access and included in the budget of the respective event.

Responsibility: IV (lead)



**Comments:**

- How to connect to the Conservation Network closer with the council and how to give them a platform during EAAE events?
- A delegate of the CN is appointed to be the contact person for the council
- A list with regular participants of Conservation Network's activities is need to get in touch with them
- Heritage is a big support topic (Funding via EU Culture Commission?)

**Actions:** Ilaria Valente takes lead and will push for some momentum.

**Erasmus+ Initiatives and Projects – Collaboration**

Responsibility: JPX (lead)

**Comments:**

- A council member has to be the single point of contact
- overview on past, current and pipeline projects (incl. financial overview) is needed
- A standard support letter for Erasmus+ projects has to be drafted
- Management and support from EAAE should be included in the project budget and has to be charged (e.g. web content management)

**3. Rosie Romero's Secretariat Contract**

**Actions:** Maaïke Waterschoot – Administrative director of the Faculty of Architecture – will follow with KULeuven. Dag Boutsen will check on this, and involve Oya Atalay Franck asap.

**4. Annual Conference/GA 2021 – Call for Hosting**

Deadline to submit 22. of November 2019 – announced at the GA2019.

To be sent out in Newsletter September (OAF lead, JPX, MRC)

**Comment :**

- Already Some schools have already shown interest.  
**! URGENT Action:** The guidelines and generic budget sheet must be updated – these have to go out with the call (MRC, JPX) – for the next newsletter due 15. September.

**5. ARCC International Conference, Valencia**

June 10–13, 2020

**Comments:**

- There is no conflict in respect to the target audience of the AC/GA2020 in Prague – different formats will be applied (call for papers for the Research Conference, plenary sessions for the AC). Ivan Cabrera, DH, OAF coordination meeting on Friday, 30. August 2019, Zagreb.

**Action:** Keynote speakers to be checked with Ivan Cabrera (IV)

**6. Academies Workshop Locations and Dates**

**Workshops:**

CA2RE workshop: 4. October 2019, KU Leuven, Ghent

Conservation / Demolition: 25. September 2019, CTU, Prague

Education Academy Workshop: November 30, 2019, CTU, Prague



Deans Summit: April 24 2020 – AHO, Oslo

**Comments:**

- Heads or Deans Summit? The event is Deans Summit – no confusion with former events. The idea is to gather the decision makers to get their commitments for urgent matters, as well as defining an agenda with actions.  
If the dean cannot attend, it is up to the schools to delegate who is sent to the summit.

**7. Next Council Meetings:**

- Fr, 4. October 2019, Ghent.
- Fr, 29. November 2019, Prague.
- Do, 23. April 2020, Oslo.
- Fr, 12. June 2020, Valencia.
- Wed, 26. August 2020, Prague (Saturday, 29. August 2020)

**8. Varia**

None.