

AGENDA

EAAE KICK-OFF NEW COUNCIL MEETING IN LISBON

FRIDAY 18TH OF SEPTEMBER 2015

09.30 – 18.00

1. Report
2. ARCC/EAAE Research Conference Lisbon 2016
3. EAAE Academy – Education
4. EAAE Academy – Research
5. Other activities – which do we continue and what do we start up?
6. The role of the project leader
7. Organisation and Economy
8. Web - a discussion on ambitions. What can we realistically achieve?
9. Advocacy
10. Roles and responsibilities in the Council
11. GA 2016 and GA 2017
12. Time schedule 2016/2017

15. 09. 2015

Karl Otto Ellefsen

President EAAE

EAAE Council meeting

Date: September 18th, 2015

venue: Lisbon, Faculdade de Arquitectura, Universidade de Lisboa

Present: Karl Otto Ellefsen (president), Adalberto Del Bo (vice-president), Manuel Couceiro da Costa, Dalibor Hlavacek, Susanne Komossa

Skype conference: Koenraad Van Cleempoel (treasurer), Ivan Cabrera I Fausto, Gunnar Parelus

Excused: Nur Caglar, Inge Lens (secretary), Sally Stewart, Johan Verbeke

Welcome

The president welcomes the council and introduces the agenda for the meeting. The agenda is approved. Koenraad's flight has been cancelled due to bad weather conditions, he will attend the Council meeting via Skype conference.

1. Reports

2. ARCC/EAAE Research Conference Lisbon 2016

Manuel Couceiro da Costa reported from the meeting regarding the planning of the Lisbon conference in 2016 (17. 9. 2015, Lisbon).

Candidates for keynote speakers were discussed. Each theme should have one keynote speaker:

1. A Changing Society
 2. In Transit – Global Migration
 3. Renaturalization of the City
 4. Emerging Fields of Architectural Practice
 5. Research on Architectural Education
- One keynote speaker will not be linked to any theme.

This means that the Council advises to plan on up to six keynote speakers. The Scientific Committee will choose the speakers.

Poster sessions - it was decided to advice to add poster sessions to the programme of the Conference.

Moderators – the council discussed the necessity for moderators that control time and allow time for discussion. Members of the Scientific Committee should function as moderators.

Paper review - 200-500 papers are expected. 1st review round will be carried out by the scientific committee in a time frame of two weeks. The result will be ca. 150 papers (= 30 per theme). 2nd review will be carried out by appointed evaluators.

Estimated number of evaluators to be appointed by EAAE is 15 (3 per each theme). The same number will be provided by ARCC and FAUL. The responsibility to find the moderators / reviewers on behalf of EAAE is delegated to Johan Verbeke and Koenraad Van Cleempoel.

Time schedule

- 15th October, abstracts are due. This deadline will be prolonged to 13th November
- 15th February – full paper due

- 1th March – final acceptance

The Administrative Committee of the Conference has decided to ask for a short CV submitted together with the first abstract.

Karl Otto Ellefsen underlines that PhD students need to be informed about the Conference and that we as organisers might have a marketing problem.

3. EAAE Academy – Education

See attachment no. 1 (Sally Stewart)

4. EAAE Academy – Research

See attachment no. 2 (Susanne Komossa)

1. Project: Mapping research programs within the field of architecture in Europe

Should be achieved by local “ambassadors”.

Developing a questionnaire is a possibility.

The intention is not to make a complete list, but to establish a map - clouds of connected topics and contacts - in order to establish discussions on tendencies in European PhD programmes.

This first project should be given priority because it has many spin-off possibilities.

EAAE should initiate an Erasmus+ project relating to the mapping project.

2. Initiative: creating a PhD platform for students and peer review

Initiative for PhD students to meet and exchange experiences. Mutual peer review meetings, conferences and discussions. The idea is to bring together students that might work within the same fields.

3. Network: network of PhD supervisors

EAAE Supervisors Network / what are the approaches, traditions and pedagogies in teaching PhD? What are the current experiences and tendencies?

This might be looked upon as a dissemination project (Erasmus+) of experiences from schools with successful PhD portfolios.

4. Publication group.

Re-established.

5. Other activities – which do we continue and what do we start up?

See attachment 3: Gunnar Parelius

6. The role of the project leader

See attachment 4: Gunnar Parelius

Agreement defining the role of the project leader was presented by Gunnar over Skype. It was agreed that contracts with Council members are not necessary - they are obliged through their presence in the Council.

Some consideration should be put into the texts of the contract describing responsibilities. The project leader does his/her work for the EAAE, but his paid by his/her school. The text should be a little subtler around these matters.

7. Organisation and Economy

See attachment no. 5 Koenraad van Cleempoel

Topic: Proposed new EAAE structure by Koenraad van Cleempoel:

General Assembly

- all members
- meeting once a year at the EAAE Conference.

EAAE board

- The board will include regional/national representatives, EAAE partners (ACE, ELIA, ACSA), possibly EU representatives
- meet once a year coinciding with GA
- 15-20 members
- long term stable board
- The Board will act as an advisory group to the council and will help defining the general long term strategy of the EAAE

EAAE Council (Executive board)

- would meet 4x a year
- way of working will be rescheduled referring to the distribution of tasks and responsibilities
- project leaders will be invited to Council meetings when needed.

EAAE Presidency

- core group
- president, vice president, secretary, treasurer
- light agile group, intensive
- cheaper than the travel of the whole council

Discussion:

- where are the project leaders invited? (to Council meetings but eventually also to meetings in the Presidency)
- what is the status of the Board? (advisory)
- the advisory board could mirror what the EAAE is doing
- regional/national representatives: how will they be chosen?
- it could be helpful to have representatives of groups of schools – this structure helps us to bring up national concerns
- the Board would meet once a year? What is the use of the Board? It will get mixed with the GA. It should not meet at the same time as the GA.
- the north is organized (Nordic academy); same goes for many of the larger countries (GB, France etc.) The EAAE needs to get an overview (and more formalized contacts with these organisations).
- Important opportunities – formalizing regional representations. GA is a place for formalities and conflicts. GA does not work as an arena for discussion.
- The Board could become a place for wider discussions.
- How to work in the council. How many times should a council meet? (Three ordinary council meetings and one at the GA.)
- EAAE Board idea – great idea, possibility to bring in regional initiatives and organisations

Topic: Secretary

- Karl Otto negotiated with AHO to establish administrative support for the President. An administrative person can work as an address for the President and also be linked to Inge Lens, like what was the case with former coordinator Erling Solbu.
- the Board would need someone to tie it together. However, we need to avoid over structuring (like ACE) - too many secretaries, too costly.
- extending Inges amount of time is a possibility
- EAAE needs a formal secretary = stable, + a secretary more temporary, that is tied to the president and is close to him for fast cooperation. This secretary can be partly supported by EAAE
- high Council travel costs were discussed – it is a serious issue. EAAE needs to use funds for other things than travel, food and meetings. Supporting the Academies is a priority.

8. Web - a discussion on ambitions. What can we realistically achieve?

The council discussed the possibility of bringing in Dalibor as a support and discussion partner for Ivan (webmaster) and Inge in the development of the web. The workload is substantial.

See attachment no. 6: Ivan Cabrera

9. Advocacy

Advocacy is a very important topic for the EAAE in order to represent the interests of its members. Advocacy is primarily the responsibility of the leader group (strangely in these minutes called “Precedency” in lack of a better word. Ko). The Vice President (now Adalberto Del Bo) will have an appointed responsibility regarding advocacy.

Advocacy is directed to the EU and to national levels (as our involvement with the German discussion on 4 or 5 years of formal academic training). But it also involves a more general international/global involvement for EAAE policies:

Topic: Cooperation with international “sister” organisations.

- US
- South America
- China
- Australia

Topic: UIA

- Establish formalised contacts with UIA by the use of a working party.

Topic: UIA/UNESCO-quality label

- The idea is to give this special label to schools that can prove certain qualities.
- Group Ivan Cabrera, Nur Caglar, Adalberto Del Bo will meet with UIA/UNESCO in Paris
- Regarding the new proposal about the UIA UNESCO Eligibility Seal received after the EAAE - UIA meeting held on August 28 in Milano, the EAAE Council, after a wide discussion, stressed that:
 - 1. all the EAAE members schools are already accredited by the individual Country,
 - 2. EAAE does not currently have the organizational and financial support required,
 - 3. the relationships with the UIA-UNESCO organization are very important and able to generate significant initiatives to improve the quality of the EAAE members (for instance, in the field of promotion of the internalization level of the Schools).
- The Council invites the Committee to bring these addresses for the next UIA-EAAE meeting scheduled in Paris the 23 September.

Topic: EU/ACE

- working party with ACE (Karl Otto Ellefsen, Adalberto Del Bo, Koenraad Van Cleempoel). They will continue with this agenda.
- One intention is to give EAAE an accredited role as an advisory board in the EU system, like ACE and ENACA. EAAE as things are organised today not present in EU discussions on education

Topic: contact with national/regional organisations

- The intention is to take actions to involve all existing national/regional organisations with the EAAE and eventually help establish new regional “umbrellas” for schools.

Topic: Accreditation of schools

This is a vast topic that has been discussed in our organisation for years. A strategy is needed.

10. Roles and responsibilities in the Council

Will be prepared for the next Council meeting in Glasgow (responsibility Karl Otto Ellefsen)

11. GA 2016 and GA 2017

The EAAE received a formal invitation from TU Delft and from the New School in London, as a candidate for venue for the next GA. The Council is delighted to receive these invitations. Preliminary decisions for GA venues are as follows:

2016 Delft

2017 Turkey (Celebration)

2018 Marseille (Koenraad Van Cleempoel follows up eventual invitation for 2016)

2019 London (Sally Stewart follows up)

The Council agreed on the preliminary dates of the next GA as follows:

31. 8. 2016 – arrival and Council meeting

1. - 2. 9. conference

3. 9. excursion

4. 9. departure

12. Time schedule 2016/2017

General scheme of council meetings is set to 4x a year, one of them during the GA.

Preliminary Council meeting dates are:

November 2015 Glasgow (dates needed to be decided upon).

3rd to 4th of March 2016 France

15th of June 2016 Lisbon

EAAE/ARCC Conference 15th to 19th of June 2016

31th of August 2016 Delft

EAAE Conference and GA 31th of August to 3rd of September 2016

Scientific Committee meeting Lisbon (evaluation of abstracts) 19th - 20th of November 2015 (Johan Verbeke, Koenraad Van Cleempoel, Adalberto Del Bo (eventually), Karl Otto Ellefsen).

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Attachment 2

Susanne Komossa

The EAAE academy on architectural research

Susanne Komossa summarises the presentation on the EAAE Research Academy as presented at the Milano 2015 GA. The presentation is based on the definition of Architectural Research as documented in the EAAE charter (approved at Chania GA in 2012). As such, the Charter is put to the test to see if it forms a workable basis with regard to content but also as a possible means for architectural research advocacy on EU level.

The proposal for the EAAE Research Academy as presented in Milano was developed in discussions with Gunnar Parelius, Johan Verbeke, Deborah Domingo Calabuig, Adalberto Del Bo and Karl Otto Ellefsen in Antwerp, June 2015.

During the next three years the Research Academy will concentrate on PhD education. On the one hand, this is an important element of the Bologna Declaration, which defines it as a substantial part of architectural education. On the other hand, it is the least explored element of architecture education, if compared for example to architectural design studio teaching.

In Milano 20 colleagues attended the presentation. All of them expressed their interest in actively contributing to one of the three research academy activities. The address list of the attendees will form the starting point and be available within due course.

The academy's activities centre on:

I. Working Group: Mapping Architectural Research of European / Turkish architecture schools

The group **maps research programs and approaches** throughout Europe and aims at:

- gathering information on international research programs and calls – analysis of dominant policies / patterns / tendencies,
- reflecting upon (writing), discussing and elaborating past, present and possible future of architectural research in Europe,
- producing an overview by inviting people/schools to concentrate on their country/region. Moreover by doing so, the EAAE guide will automatically updated.

Proposal for meetings: bi-annual in January/February and during GA

II. EAAE PhD Students' Initiative

Initiative for PhD students to meet and exchange experiences:

Introducing **inter vision groups**/meetings and mutual peer review meetings, conferences and discussion.

Meeting: Bi-annual in spring and fall

III. EAAE Supervisors' Network

Platform for PhD **supervisors and researchers meetings** and reflection on how to teach PhD and address issues like:

- What are the approaches, traditions and pedagogies in teaching PhD-students in architecture throughout Europe?
- What are the current experiences and tendencies in PhD teaching?
- Can we distinguish fundamental differences in the evolvement of PhD, like moving away from individual teaching to ways of teaching that include graduate schools, thematic shifts, regular peer reviews etc.? What are the pro's en contra's?

Meeting: Bi-annual in spring and fall

Decision

The council decided to focus on the mapping of the PhD programs in Europe and Turkey. The intention is not a detailed survey but a cloudlike map that indicates research topics and approaches geographically with Europe as underlying backbone. This map could be compared to the one Charles Jencks drew when trying to catch the multitude of approaches to architectural Design in Europe at the end of the 1970s, trying to depict the contradicting tendencies of 'Postmodernism'. Such a map (and updated EAAE guide) will allow:

- to get an general insight, see parallels, (dis)connections and the like in approaches and topics throughout Europe and Turkey
- EAAE members to position themselves and find possible collaborations
- to actively use the EAAE database / guide
- additionally it will enable reflection and writing

and last but not least:

- to apply for EU funding since it is of a broader EU interest to get an insight in research activities in academia
- support of future application for EU grants

How to proceed?

First we would like to clarify the relationship and possible involvement of (members of) Arena, here represented by Johan Verbeke (EAAE council), Oya Atalay Frank, Johan de Walsche, Roberto Cavallo and Murray Fraser. Also the previous ENSHA work of Constantin Spiridonidis and Maria Voyatzaki will be taken into account. Elisabeth Toft could help to learn from her experience within the Nordic Academy. Dalibor Hlavacek (EAAE council) offered to assist with elaborating the Research Academy / updating EAAE Guide accommodating for example information and questionnaires on the EAAE website.

Susanne Komossa and Johan Verbeke will start with drafting a work plan upcoming October/November 2015. For the PhD-students initiative and the supervisors network we will search for additional project leaders.

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Attachment 4

Gunnar Parelius

The proposal will be discussed and finalized at the next Council meeting.

Johan Verbeke and Dalibor Hlavacek have commented the proposal for a contract arguing that the EAAE mainly do focus on duties of the PL and not on the rights and possible benefits.

EAAE – Project Leader Agreement

1. The following agreement is made between

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As project leader

And EAAE represented by

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2. With the aim to establish the following project

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to be of benefit to all EAAE members, project participants and the European architectural education.

3. Short description of the project

4. The project leader represents EAAE and not his/her home institution in all matters concerning the project. The project leader reports directly to the EAAE-council, or to a designated representative appointed by the EAAE-council, when it comes to all matters concerning the activities within the project.

In the case this project receives external funding requiring some specific outcome of the project, the project leader reports to the funding institution as regards to these specific requirements.

5. All expenses of the project leader will be paid for by the EAAE member institution of the project leader. Exception is made for expenses covered by external funding and for the following contributions from EAAE as specified.

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6. The specific aim of the project is to

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(F.inst. pushing strategically important issues - service to members – building infrastructure, information and networks – pushing the bleeding edge of knowledge - experimentation with and development of the form and articulation of knowledge – exchange - meeting of colleagues – revitalization – reflection - publication – dissemination)

7. In compliance with EAAE Mission and Strategy as follows

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8. EAAE expects the following outcome of this project

- presentation (incl web)

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- publication

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- Participation in

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(f.inst. annual meeting/cooperative project/conference)

9. Unless specifically noted the outcome of the project is the property of EAAE.

EAAE retains the right to use and make public any intellectual outcome for educational and scientific purposes as well as in presentations of the organisation .

10. Apart from this the participants of the project keep their normal intellectual rights to their individual contribution to the project.

11. The contribution of EAAE to the project

- web

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- publications

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- networking support

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- events

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12. The project leader is required to

give annual report

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13. The project leader has the right to

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14. Project period: from to

15. The contract can be renegotiated/ renewed six months before scheduled termination

16. Specific circumstances regarding the termination of the project

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Attachment 5

Koenraad Van Cleempoel

Aspects of a new EAAE structure & finance

kvc 05/10/2015

Considering the renewed aims and ambitions, the eaae might consider the option to also rethink its structure and finance. This note attempts to propose such a new structure, based on comparable organisations.

The main reasons to alter the existing model could be summarised as follows:

1. The current steering group of the organisation seems inefficient: 12 members in the council travelling 4/5 times a year is too costly and unnecessary;
2. There is reduced input from the national bodies, and yet we see a tendency that schools group themselves in national or regional structures;
3. There is reduced input from sister organisations such as ACE, ELIA and ACSA;
4. The current council has to set its own agenda without a wider frame of reference
5. The desire to give more autonomy to eaae academies of Research & Education, as well as to the project leaders and new initiatives. This could result in independent 'satellite meetings'.
6. To be more flexible/agile and to act less centralised.

It is therefore proposed to create two related entities: a slim EAAE Council and a larger EAAE Board.

A. EAAE Council

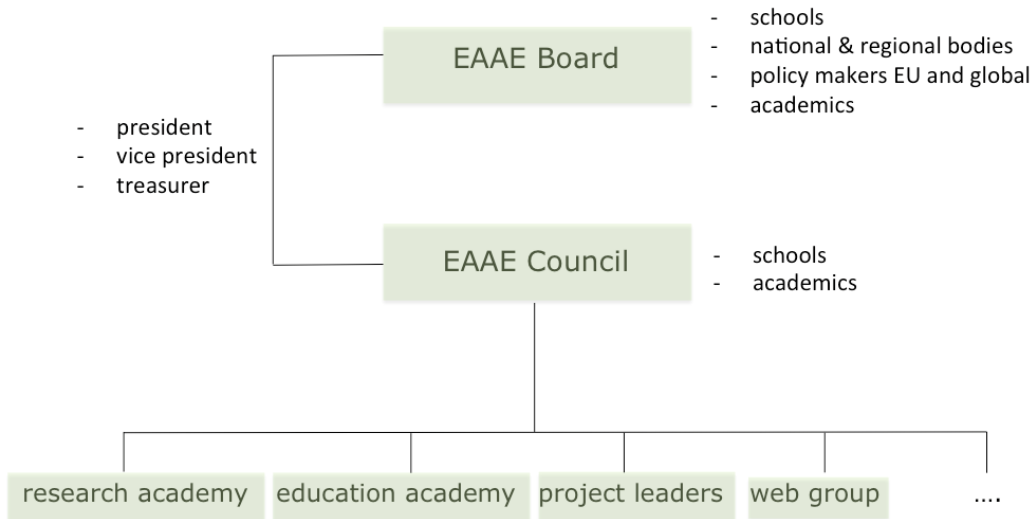
- The role of the council is to act as an executive group to the EAAE board, to have middle- & short term strategies.
- Its responsibility is the daily running of the organisation, in close collaboration with the secretariat, the role of which should be slightly expanded; from 1 to 1,5 day a week.
- It consists of a core group: president, vice-president & treasurer.
- Its other members are responsible for each of the following roles:
 - o EAAE Academy of Research
 - o EAAE Academy of Education
 - o Advocacy
 - o Website
 - o Membership
 - o Project leaders
 - o New initiatives
- The core group meets at least three times per year + the GA; and expands the group for each meeting with its other members according to the agenda. In general it is aimed to reduce travel costs and to improve digital media (such as skype) to communicate with each other.
- The membership of the council is for three years.
- The school of each member pays for travel and accommodation.
- The EAAE pays for the meals during the council meetings.

B. EAAE Board

- The role of the board is to act as an advisory group to the EAAE council and to help defining the long term strategy of the organisation.
- It has the same president & secretary as the council
- It consists of up to 25 members, which are representatives of:
 - o countries or regional representatives (eg. Nordic Academy)
 - o ACE, ELIA, ACSA, possibly also to expand with China?, South America?,

- EU administration
- Council core group
- It meets once a year coinciding with GA
- Membership is also for three years.

Organogram



C. EAAE Finance

The main source of income of the EAAE remains the membership contributions: 500€ per school p/y. During the general assembly of Milan 2015, the following budget 2016 was proposed and agreed:

2016 budget

IN

membership fees (150 schools)	euro	75.000
erasmus+		26.888
total	euro	101.888

OUT

general council costs	10.000
secretary	16.000
website	20.000
EAAE annual meeting	15.000
support to academies & thematic networks	15.000
accountant	5.000
erasmus+	26.000
total	107.000

We are facing, on the middle long term, potential financial risks as we are spending more than we earn. This is legitimate as we are still in a process of investment in the future of the eaae, but this will stop one day. One could argue that the EAAE should always keep a reserve of a minimum of 100.000€.

In the budget of 2017 one could perhaps consider the following options (compared to 2016):

- reduce general council costs from 10.000€ to 5.000€
- reduce website costs from 20.000€ to 12.500€ (is it possible to combine this, at some stage, with an expanded secretariat?)
- reduce the GA contribution from 15.000€ to 7.500€ and recalculate this difference in the participation fee
- the desire of the president to expand the secretariat with ½ day p/w.

We have to encourage eaae academies to apply for external funds (such as erasmus +) to run their activities, which will also reduce our costs on that post.

A sketch for ideal spending scenario could be:

20xx budget

IN

membership fees (160 schools)	euro	80.000 €
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OUT

general council costs	5.000
secretary	25.000
website	12.500
EAAE annual meeting	7.500
support to academies & thematic networks	15.000
accountant	5.000
total	70.000 €

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Attachment 6

Ivan Cabrera I Fausto

Web - a discussion on ambitions. What can we realistically achieve?

Dear fellowship,

The last General Assembly approved a budget for 2016 which included a chapter for projects akin to the website provided with 20.000 €. Such an amount will allow not only to cover the maintenance of the site and the development of new utilities but also the hiring of a person who will work one day a week exclusively building contents and uploading information to the website. In my condition of website manager, I will keep the general control of all the tasks related to the website and I will be responsible for the design of all its contents as well. Supplied with this significant increase of workforce we are going to be able to boost the role of the website and to detail its contents and services. The work plan from September 1, 2015 to the next EAAE General Assembly includes:

1. CURRENT WEBSITE:

1.1. Contents:

Some months ago the “Activities” menu was withdrew from the website as long as a new structure was to be designed. Currently this new distribution has been already approved, previous works have been relocated and new initiatives undertaken and labeled. It is time to start detailing all this information in the website within the “Activities” menu.

1.2. News:

Our reactivity to requests of promoting events and chances in our website has been increased. The website already contains mechanics for displaying them. Within a month we will be able to publish them in the website within a week since the request reached us and to promote them in our Facebook profile and Twitter account as well. This is very useful especially when requests are related to jobs and vacancies.

1.3. Right column:

The current website displays a right column with links to the most important features of the site and to sister associations and institutions. Some last inclusions excepted, its contents still belong to the initial design of the current website. A new general arrangement is a must.

1.4. Intranet development:

IT Engineer Hector Castillo, responsible for the website maintenance is developing new utilities as well which nowadays are mostly focused in what we call the “intranet”, a special part of the website which will require to be logged in in order to access certain information and utilities. Hopefully by the end of 2015 utilities akin to the fellows data continuous updating and the invoicing traceability will be in service. Our commitment for 2016 is to renew the EAAE Guide by modernizing the way that information is uploaded and then it is displayed.

2. NEWS SHEET V.2:

Since not all the membership checks the website regularly enough, it is always possible that interesting information doesn't reach everybody. In order to solve this, the Council decided to recover the issue of a periodical news sheet via email. A beta version was launched months ago and having checked the way it performed we will soon be ready to make these issues periodically. Our intention is to issue a news sheet every two months. The existence of a person exclusively working for the website once a week endows us with resources to undertake this venture. According to our schedule, first issue will be emailed before New Year's Eve.

September 18th, 2015

Ivan Cabrera I Fausto