



Minutes Council Meeting 20.04.18 Gent

Present: Oya Atalay Franck (President), Koenraad Van Cleempoel (Treasurer), Hugo Dworzak, Susanne Komossa, Dalibor Hlaváček, Sally Stewart, Inge Lens (secretary), Emma Boelen (webmaster), Johan De Walsche (reporting EA), Tadeja Zupančič (reporting RA).

Excused: Ilaria Valente (Vice President), Nur Çağlar, Karl Otto Ellefsen, Manuel Couceiro da Costa, Harriet Harriss.

Agenda: Friday 19.04.2018

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

1. Minutes of the previous meeting

The minutes are accepted.

2. Economy and membership

2.1 Economy/budget

Account on 18.04.2018:

36.448,81€ + 378USD + 121.833,87€ (savings)

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

Although the EAAE is financially healthy, it is important to consider ways to reduce costs and gain more income. President Oya Atalay Franck presents a possible model of financing.

Discussion on targets and possible funding sources:

Targets: fix costs (accountancy, secretariat, representation, website, etc.), conferences, activities, projects

The most important source of income for the EAAE are the membership fees.

Possible funding sources: Number of members, teaming-up with other platforms, membership fees, website, conferences.

- *Number of members:* Action needs to be taken to increase the number of member schools. A further source of reaching out is to team up with other platforms to increase our capacity.

President Oya Atalay Franck is looking for ways of extending this capacity. However, all Council Members must be actively engaged in this task of reach-out.

- *Membership fees:* The membership fees have not been adjusted over the last decade. The topic has already been brought to plenum in the General Assembly 2017 in Bordeaux and will be in focus during the next Council Meeting with the aim to concretize a suggestion/scheme how a raise in the fees can be comprehensibly presented at the General Assembly (GA) 2018 in Porto.
- *Website:* The website is an important aspect of the core business of EAAE. It could/should be self-sufficient, however this has not the priority in financial planning. The website was a big investment in the past year, but should not cost as much in the future.
- *Conferences:* There is no cash flow from EAAE for conferences (registration fees must cover all expenses). The organizing school must be well-informed and coached in terms of a realistic planning. The budget of the conference must be finalized before the registration opens. Based on the experience with this year's conference, the President and the Treasurer will come up with an expected budget respectively a model for financial planning.

2.2. Membership and new school applications

As of 19.4.2018 we have received the membership payments from 86 schools. All schools who were active members in 2017 and/or 2016 were contacted by the secretariat to renew their membership.

Applications Full members

- Türk Eğitim Derneği TED University, Faculty of Architecture
- Hasan Kalyoncu University, Faculty of Fine Arts and Architecture
- Near East University, Cyprus, Faculty of Architecture

Applications Associated members

- University of Technology – Baghdad

Decision: all new members' applications are accepted by the EAAE Council (formal acceptance during the GA in Porto).

Action: The current membership list is studied in detail. All council members will contact schools in their network to gain new members or activate 'old' members. A concrete list of tasks has been agreed on, and will be emailed to all council members.

2.3. Membership fees

President Oya Atalay Franck presents a comparison of the membership and fees of EAAE, ELIA and ACSA.

Comments/ideas:

- Could EAAE add a new category of membership, namely the supporting members (paying a larger sum than full member schools)? → interesting idea, yet would this lead to a differentiation (privilege) between the member schools? To be discussed further.
- Could EAAE add the category of long-term sponsors? Who should/could these be? Who takes care of acquisition and maintenance of these relations?
- If the membership fee will be raised, it is important to clearly state what the membership fee covers and what not and to explain the members in a very transparent way why a raise in the fee is needed. President Oya Atalay Franck has made a first draft of a list of benefits.
- Membership should have a clear and positive return.

Action: This draft has to be annotated by the council members until mid-May, so that he revised version prepared and can be discussed at the next council meeting on 15 June 2018. The goal is to present the consolidated version at the GA 2018.

2.4. Professionalization of the association

Given the ambitions of EAAE for the future, it is important to consider ways to become more professional. To professionalize the association, we need more resources for the following tasks:

- Management support including reporting, systematical follow-ups (business, contacts, etc.)
- Web, content management, communication, marketing (newsletters, press releases, etc.)
- Active recruitment of new members, maintenance of existing memberships and partnerships (MoU, agreements, etc.)
- Advocacy, i.e. mainly look out for EU initiatives (political aspects/networking)
- Take more tasks from the academies (support)

These tasks could be fulfilled by a Secretary General or through the reorganization of the secretariat, who can guarantee continuity, sounder communication and proper controlling of rolling actions and tasks in the organization. It has an advantage if this person is connected to a school: lower costs, practical and efficient management. Such a position comes with costs, which cannot be financed with today's means. Therefore, a potential raise of the membership fee must also be discussed from this point of view.

Comments:

- An higher membership fee should be based on the actual costs for the EAAE's core activities to make a sound decision.

Action: Ilaria Valente, Koenraad Van Cleempoel and Oya Atalay Franck will try to meet in May to prepare the budget for 2019, and come up with a proposal for the adjustments in the membership fee and possible reorganization of the EAAE's secretariat during the meeting in Madrid.



All council members are encouraged to send their comments and additional feedback to Oya Atalay Franck before May 10th.

3. Reporting from Research Academy

For an overview of the goals, actions and detailed plans of the RA, see attachment EAAE-RA_presentation_Ghent_2018

Additional information:

- The Phd X-ray - project was started by Johan Verbeke in 2016, yet it is difficult to collect data. The RA asks the EAAE to help them reaching the schools.
- Periodicals database: An updated version of the database will soon be ready.

Comments/questions:

- Many schools are interested in the activities of both Academies. Important to think about how we schedule events to make sure that people can attend maximally and make the connection between both academies.
- Many things are going on within the RA, but they are not sufficiently visible on the website. The site will be updated soon – Tadeja Zupančič will send the necessary information to Emma Boelen by the end of the week. The website should be updated before May 10th.

4. Reporting from Education Academy

- *Proposal for Erasmus+* (survey about after-life):
 - o At this moment already quite a lot of respondents, yet quite concentrated in a limited number of countries.
 - o The Royal College of Art has invested in the creation of the survey, yet no formal agreement on the property of the data has been made so far.
 - o It is a general policy of the EAAE to make information available for the members – open access. In this respect, the publication of the outcome of the interviews must be clarified with RCA.
Action: Harriet Harriss will be asked to give feedback about this subject during the council meeting in Madrid.
- *Education Charter/Education Academy -Position Paper*: a concrete structure for the document is decided. It will contain 4 chapters and a preamble. At this stage, the document is rather a position paper from the EA, than a charter. This paper will be presented to the council and after its approval, it will be formally presented to the member schools during the General Assembly in Porto. If accepted, it can function as a policy paper, or be further developed into a charter analog to EAAE Research Charter from 2012.
- *Launch of two subgroups* in the EA: 'educating the educators' and 'quality assurance'.



- o Educating the educators: design of a course. Potential topics: your future self, entrepreneurship for graduates, issues on enrollment and flow and education. Intention to launch a call for people to be involved in this project and to look for funding opportunities (e.g. life-long learning projects in Europe).
- o Quality assurance: how do we define quality (with the criteria we think are important for architectural education)? How do we establish a common culture of quality assurance? Could this be a new model or an alternative to the top-down instruments of the higher education politics and instances?

Action: Present position paper and consolidate groups on both sub-programs in Madrid.

5. Agenda General Assembly

President Oya Atalay Franck presents a draft of the agenda for the General Assembly:

1. Welcome
2. Approval of the Agenda for the GA 2018
3. Approval of tellers
4. Approval of the Minutes of the GA 2017
5. The President's Report from the EAAE Council 2017/2018 and Outlook 2019
6. The Treasurer's Report on EAAE Membership and Economy
7. Approval of the Annual Accounts 2017 and Auditor's Report 2017, Information on the Budget 2018, Presentation of the Budget 2019
8. Vote on the EAAE Budget 2018 and 2019
9. Reports and Outlook from the Academies and Networks:
 - Education Academy (Positions Paper)
 - Research Academy
 - Conservation Network *<to be verified>*
 - ACE Work party
10. Election of Council Members
 - Break
11. Uni Zagreb's Presentation for EAAE AC/GA 2019
12. Call for candidates for hosting the AC/GA 2020
13. Outlook: upcoming events, announcements, etc.
14. Farewell

Action: Agenda will be published in due course on the homepage according to the Statutes of EAAE.



6. Council member elections

President Oya Atalay Franck presents a draft of the call for council candidates, prepared together with the Vice-President Ilaria Valente, who will be in charge of the elections in Porto.

Comments:

- The call for candidacy will be published in the coming days on the EAAE website.
- Financial intentions of the schools: council members' schools are responsible for meeting the costs of council members' attendance to the council meetings for approximately 4 to 5 times a year.
- Important to consider the geographical diversity of the council.

Action: The call for EAAE council members will be revised by Oya Atalay Franck and will then be published on the homepage.

7. Website and communication

Dalibor Hlaváček presents the current state-of affairs with respect to the website. The traffic on the website remains stable over time. This is positive news, yet we might look for ways to increase the number of visitors in the future. The list of (full) members is often visited.

Ideas to gain money through website:

- 'Gold members'
- Partners/sister organizations
- Advertisement on the homepage. But: how do we choose them? Avoid overwhelming the visitors.

To do's:

- *Pages of the academies:* The 'homepage' of the academies doesn't look very active/attractive at this moment. Important to keep a clear framework, same logic for the two academies.
- *Service-level agreement* with the company behind the website: technical support & helpdesk

Action: Dalibor Hlaváček and Emma Boelen will work on the Academy pages. Dalibor prepares a service-level agreement and proposes it to the council in the meeting in Madrid.

8. Additional matters





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- *Individual memberships*: The EAAE does not post/distribute research output or questionnaires of individual members. The network is used for the distribution of events, job positions, conferences, educational programmes, etc of interest to the member schools.
- *New privacy laws*: Should we ask all member schools to actively subscribe again to the mailing list?
- *UAUIM correspondence concerning student prize*: The present council members favor launching an EAAE award in the near future, over participating in the proposed prize by UAUIM.

Action: The council members who were not present are asked to respond within two weeks if they disagree with this decision.

Action: Hugo Dworzak will prepare a preliminary sketch for a concept of an EAAE Award, which is to be discussed in the next council meeting.

- *ARCC-EAAE Conference in Philadelphia (16-19 May 2018)*: Oya Atalay Franck, Ivan Cabrera I Fausto and Manuel Couceiro da Costa are attending. President Oya Atalay Franck has a heavy work load during the conference. Starting from the next ARCC-EAAE Conference in 2020 in Valencia, there will be a guideline for the preparation/execution/wrap-up of the ARCC-EAAE conference. For this the previous hosts Lisbon 2016 and Milano 2014 should report their experiences. The workload should be distributed more evenly among the EAAE representatives.
- *ACSA International Conference in Madrid (13-16 June 2018)*: Council members will be granted by ACSA half price for the registration at the conference. Oya Atalay Franck will forward the information to those council members who are interested.
- *ELIA-EAAE*: President Oya Atalay Franck will meet ELIA General Secretary Maria Hansen to discuss the next steps regarding the formalization of the partnership between the two institutes.

Next Dates:

- Next Council Meeting: Friday, 15 June 2018, COAM, Madrid (room number tbc)
- Education Academy, Workshop, Saturday, 16 June 2018, COAM, Madrid.
- Annual Conference and General Assembly, 29 August – 1 September 2018, Porto FAUP
- Council Meeting (after elections) for coordination, Friday, 31 August 2018 (if necessary an extended session on Saturday, 1 September 2018, 9.30h), Porto FAUP
- Council Meeting, Friday, 19 October 2018, Valencia UPV
- Council Meeting, Friday, 7 December 2018, Zagreb Uni Zagreb

Please reserve the dates for the Council meetings. The places are definitive and all agreed by the hosting schools. The rooms will be announced in the due course.



EAAE / AEEA AISBL/IVZW

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