

## **Minutes of the EERA Council meeting**

**University of Strathclyde  
Saturday 5<sup>th</sup> & Sunday 6<sup>th</sup> June 2004**

### **Present:**

Michel Caillot, President  
Margaret Kirkwood, Secretary General  
Jules Pieters, Treasurer  
Ingrid Gogolin, President Elect

Denis Bates, Raymond Bourdoncle, Donald Christie, Kyriaki Doulas, Tomas Escudero,  
Wim Jochems, Edwin Keiner, Martin Lawn, Lejf Moos, Lesley Morrison, Stefan Wolter,

### **Apologies:**

Elina Lahelma, Zoran Pavlovic.

## **1 Welcome**

The President opened the meeting by welcoming the new AIDIPE President, Tomas Escudero and Donald Christie, past President of SERA.

## **2 Confirmation of Minutes of 10<sup>th</sup> & 11<sup>th</sup> January 2004 Council Meeting**

- Addition to apologies: Donald Christie, SERA.
- 11<sup>th</sup> January, 8.ii. It should be clarified that a Treasurer's report had been prepared but this was not received in time for the January meeting.

Rest of Minutes approved

## **3 Matters arising from Minutes of 10<sup>th</sup> & 11<sup>th</sup> January 2004 [not arising elsewhere on the agenda]**

- Item 4.ix. As well as evaluating the practical workings of the Conference, it was agreed that a way of assessing the quality of the conference should be discussed at the next Council meeting.

## **4 ECER 2004 Crete**

### **4.i Main Conference**

An extra parallel session has been introduced to cope with the large volume of proposals. EERA meetings during ECER will follow the same pattern as previous years. Convenors will

meet before the joint Council/Convenor meeting. The following amendments to the draft programme were approved:

Tuesday 21<sup>st</sup> September

15:00-17:00 – Council meeting

17:00-19:00 – Convenor meeting

19:00 – joint Council/Convenor social event

Wednesday 22<sup>nd</sup> September

09:30-11:00 – Convenor meeting

11:00-12:30 – joint Council/Convenor meeting

12:30-13:00 – break for lunch

13:00 -13:35 – Opening Ceremony

After a long discussion it was agreed that the Council/Convenor social event on Tuesday evening should be held on campus instead of town.

A greater emphasis should be placed on the AGA because it provides an opportunity to have important discussions with representatives from National Associations and Institutes. In an attempt to attract more participants the AGA will take place after the Friday Keynote from 16:15-17:15. The Convenor meeting will follow from 17:30-18:30 in the same room.

#### **4.ii Keynotes and Roundtables**

Professor Agnes van Zanten from the Centre National de la Recherche Scientifique, Paris will give the Wednesday Keynote. Professor Michalis Damanakis from the University of Crete will give the Friday Keynote.

There will be 3 invited parallel Roundtables on Thursday from 15:00-16:30:

- 1). Martin Lawn “European Educational Research Space”. 4 or 5 colleagues will report on national projects with a learning and teaching theme. The EARLI President has been invited to give a response.
- 2). UNESCO Institute for Education “E-Learning for Literacy”
- 3). Professor Michalis Damankis, University of Crete, “Intercultural Education in Greece”

Angelos Agalianos from the European Commission, Research in the Social Sciences and Humanities will give a presentation on European funding on Thursday as well as providing an information stand. The Universitas 21 consortium will also be allocated a room for a symposium.

#### **4.iii Contract with the University and report from Local Organisers**

University Senate agreed that no other event should take place on campus during ECER. The Local Organising Committee has been meeting twice a month since January. The organisation of equipment hire and arrangements for social events and coffee breaks is underway. The issue of transfers from the airports to Rethymnon has still to be confirmed. It is possible that this could be arranged at a cost of €15 to the delegate, with the remainder of the cost being subsidised by EERA. Daily bus transfers from hotels to campus will also add to the cost. Another extra burden will be a 10% fee paid to ELKE, an account of Research

Funds, which administers the financial affairs of all conferences organised in Greek universities. Attempts to get this charge waived or reduced were unsuccessful. The total estimated cost of organising the conference is €122,051. This is higher than ECER 2003 mainly because of the 10% ELKE fee and the cost of bus transfers.

Council agreed that this amount is too high. Jules will try to negotiate a substantial reduction in costs and ask the local organisers to seek more sponsors for things such as social events. The contract can only be signed once the costs are re-negotiated and agreed by both sides. The first payment to the local organisers is due in June.

#### **4.iv Pre-Conference and prize/award for best pre-conference paper/presentation**

Kyriaki was pleased to report that a high number of Greek delegates have submitted for the Pre-Conference. There has also been an increase in the quality of submissions. The Post-graduate network has also built up a more permanent pool of senior researchers, who were thanked for their work as reviewers. There will be 5 invited seminars by senior researchers on Monday and Tuesday morning. As well as providing feedback to presenters, mentors will select the best presentations and invite the presenters to submit their full paper for review. The winner will be awarded free entry to ECER 2005. The possibility of publishing the best paper in the EERJ was also suggested.

#### **4.v Meeting with EARLI (item added)**

Ingrid reported that the EARLI President, Filip Dochy, has been invited to give a response to Martin Lawn's invited Roundtable. He will also be invited to meet with the Council. It was agreed that the most important area to discuss with him is the development of a European research area. It was also suggested that EERA should have regular meetings with EARLI and perhaps other professional European associations.

## **5 ECER 2005 & ECER 2006**

### **5.i Location and dates**

A representative from St Patrick's College, Dublin to host ECER 2005 was made to a Council member in Hamburg. Unfortunately this was never followed up. Subsequent enquiries from the Educational Studies Association of Ireland (ESAI) to Irish institutions did not receive a response from St Patrick's and instead, an offer from University College Dublin (UCD) was received and accepted. St Patrick's College later asked what had happened to their original offer. Council agreed that this was very unfortunate, especially considering previous difficulties EERA has had securing venues. Margaret agreed to write to St Patrick's to apologise on EERA's behalf.

UCD have offered to host ECER 2005 on 7<sup>th</sup>-10<sup>th</sup> September. It is the largest University in Dublin, approximately 3km from the city centre with considerable accommodation. Although ESAI is a partner in the event, the conference contract will be between EERA and UCD.

ECER 2006 will be hosted by the University of Geneva which is in a central location with good airport links. The third week in September is the most suitable date for the local organisers. The local organising committee have already indicated that they would like an overall topic to be set for the Keynotes and invited Roundtables.

Italy has been proposed as a venue for ECER 2007 by the network 7 Convenor, Francesca Gobbo. It was agreed that Prague or another new Eastern country should also be considered for future venues.

#### **5.ii *Contract with University College Dublin***

Wim stressed that Council must develop a financial overview before looking at the costs from UCD. This will allow EERA to present a limited budget in advance for UCD to work within. Margaret suggested a smaller meeting, involving herself, Ingrid and the local organisers, in advance of the winter Council meeting, as this had proved useful for Hamburg.

#### **5.iii *Choice of a theme for each conference***

At the January meeting, the decision was taken to adopt a theme for ECER 2005 onwards. Only the Keynotes, invited Roundtables and some selected symposia will have to work within the theme, not the network sessions. The local organising committee will be asked to propose a theme to ensure that the conference has relevance for the local audience. Denis Bates agreed to ask the Dublin organising committee to suggest a theme for ECER 2005. Council will discuss their suggestion(s) and make the final decision. Ingrid will co-ordinate this.

## **6 Report on the EERA Office**

Approximately 5% of proposals were rejected on grounds of quality. Good quality proposals which did not fit a specific network were redirected until they found a suitable home. The maximum number of delegates who could attend ECER 2004 is 1462. As of 4<sup>th</sup> June, 300 registrations have been processed. The early-bird deadline is 11<sup>th</sup> June and the final deadline for registration is 30<sup>th</sup> July.

Many delegates have already indicated that due to difficulties booking flights, they will only be able to attend on certain days. The high cost of travel and accommodation could result in a large number of cancellations. It will therefore be difficult to estimate the final number of delegates.

## **7 EERA Finances**

#### **7.i *Treasurer's appointment from September 2004***

Wim Jochems will take over from Jules Pieters as Treasurer at the end of September. Council thanked Jules for working beyond his term and are pleased that Wim has agreed to take over.

#### **7.ii *Treasurer's report***

Jules requested that Ingrid confirm the final amount owed to the University of Hamburg for ECER 2003 because EERA cannot close its 2003 accounts until all outstanding payments have been settled.

There has been a £20000 (€30000) increase in conference costs each year. ECER 2002 cost £50000 (€73000); ECER 2003 £70000 (€103000) and ECER 2004 is estimated to cost £90000 (€133000). Although EERA's income depends on the final number of delegates, this

number can never be predicted because of late registrations and cancellations. Council therefore needs to build a financial overview and estimate how much it can afford for ECER, based on a variable number of delegates. As this has never been done before, the high costs of ECER 2004 now cause concern over EERA's long-term financial perspective.

### **7.iii *New banking arrangements***

New bank accounts for each of EERA's functions (Council, Secretariat, and Conference) are now in operation. This will give a clearer picture of income and expenditure. The President will have read-only access to all accounts. When setting delegate and membership fees each year, Council must ensure that fixed costs, such as Secretariat and Council expenses, are covered. Michel thanked John Queen for his assistance with setting up the new accounts.

### **7.iv *Membership subscriptions***

Apart from the Dutch Association, all other associations have paid their membership fees up to 2003, and invoices for 2004 fees have been issued.

The Flemish Educational Research Forum has become a new association member. The Austrian Association will be invited to join initially as a small association at a cost of €450 per year. A proposal to allow the Educational Studies Association of Ireland (ESAI), which has just over the limit of 200 members, to also pay the same amount was approved.

For ECER 2005 onwards delegates should only be allowed to claim the reduced Member fee if their association or institute has paid membership subscription for the preceding year. Although the Portuguese association have not paid fees since 2001, despite previous requests for payment, Portuguese delegates are not as yet being charged the non-member fee. It was agreed that a letter should be sent to warn them that this is the last year Portuguese delegates can claim the reduced rate. This is the only way to put pressure on the national associations/institutes to pay their fees. For ECER 2005, a list of associations/institutes that have paid the current fees should be included on the new website. Any members who have not paid will be removed from the list and their members will not be entitled to the reduced member fee for the Dublin conference.

## **8 EERA Networks**

### **8.i *Outcomes of consultation with network Convenors***

At ECER 2003, Edwin Keiner was elected as Convenor representative for one year. A new representative will be chosen in Crete. Edwin issued a questionnaire to all Convenors. Some felt there are too many networks, while others felt there could be more. Many felt that there are overlaps and networks with similar themes. Most networks have explicit indicators to guarantee quality. Many have mailing lists and are in contact with their contributors. A weakness highlighted by the questionnaire was the low publication rate of conference papers. Convenors agreed that ECER is the most important event which guarantees the continuity of their network. Edwin will contact each Convenor to discuss how to improve the networks. He stressed that as the Convenors represent the scientific work of EERA, they should be acknowledged and encouraged. He suggested that Convenors should be exempt from paying the registration fee in recognition of their work. No agreement was made on this suggestion.

### **8.ii *Issues arising from reviewing of proposals for ECER 2004***

For ECER 2004 there has been no open network. Edwin was involved in redirecting papers which did not fit easily into the network strands. It was noted that some convenors rejected proposals because they did not fit their network, and not for reasons of quality. This caused a considerable amount of work. The issue of an open network will be discussed in Crete.

### **8.iii *Roles and responsibilities of Convenors, and operation of networks***

Following a long discussion about the operation of networks, it was agreed that those networks which do not function as well as they should will be asked to improve and meet certain criteria i.e. a Convenor should attend ECER, there should be 3-5 Convenors, an annual report should be submitted before the end of each year. Networks which do not meet these regulations, will be asked to improve, otherwise the network will be closed. The importance of reviewing the networks every few years was agreed.

## **9 Website development**

Margaret consulted with Council and Convenors on the structure of the new site. Initial costs will be higher as the new site has to be created and data transferred from the old one. Parts of the new site will be available in September and the whole site should be ready by December. The new site could offer the possibility of developing an on-line registration for ECER 2005 or 2006.

## **10 EERA National Associations/Institutes**

### **10.i *Current representation of national associations/institutes on Council***

It was agreed that the Austrian association should be invited to join as a small association member.

### **10.ii *Educational Studies Association of Ireland (ESAI) application to join***

As ESAI is an organisation in transition, with limited finances, Council approved its application to join as a small association until it builds its membership.

### **10.iii *Operation of new fee bands***

There will be an element of flexibility over the limit of association/institute members. The President and Secretary General will consult with the Treasurer and use their discretion to make a decision on each case.

## **11 AGA**

### **11.i *Constitutional issues***

The AGA should be EERA's Parliament. The Constitution states that Association representatives have the right to 3 votes, Institute representatives have one vote. A more formal organisation of the AGA is required for Crete to increase attendance and effectiveness. Ingrid will chair the next AGA and will plan the agenda with Margaret.

**11.ii *Practical arrangements for AGA***

All National associations and institutes who have paid their subscriptions will be invited to send a representative to attend the AGA. It is hoped this will increase attendance so that EERA's activities can be discussed. An invitation to the AGA will be included in each delegate bag.

**12 EERA Policy on Keynotes and Invited Roundtables**

Margaret consulted Council and Convenors on a proposal to reduce the number of countries represented in symposia and roundtables from 3 to 2. As there was no clear consensus, this issue will be discussed at the Convenors meeting in Crete before Council make a final decision at their second meeting during ECER or at the next Glasgow meeting.

**13 EERA development**

**13.i *EU infrastructure bid***

Item to be discussed at next Council meeting.

**13.ii *EC Project for support for European Associations in the field of education and training***

Item to be discussed at next Council meeting.

**Proposed dates for the winter Council meeting in Dublin are 22<sup>nd</sup> & 23<sup>rd</sup> January 2005.**