

NAFAE steering group minutes

13 May 2015

London Metropolitan University

Chair: Lisa Stansbie

Present: Chris Smith; Jane Ball; Maggie Ayliffe; Linden Riley; Howard Riley; Chris McHugh; Robert Williams; Jennifer Walden

Apologies: Paul Haywood; Joe Woodhouse; Sheila Gaffney

1.0 Previous minutes

4 March 2015

1.1 Date of the previous meeting was corrected to 4 March.

2.0 Matters Arising

2.1 MA reported on the HEAD meeting attended by herself and PH.

2.1.1 Free membership of CHEAD and link on their website.

2.1.2 Could NAFAE make use of funds from HEAD for research?

2.1.3 Also mentioned: CHEAD open links meeting; #Creative journeys; EBACC.

2.1.4 A copy of the CVAN submission to the parliamentary committee was circulated; The meeting agreed that NAFAE should make a presentation to the parliamentary committee and would put together a proposal before the next meeting; A discussion as to the format of the presentation.

2.2 Hidden Curriculum – let presenters know when their presentations are online, to check the copyright.

3.0 Research Practice, Practice Research

3.1 RW has raised money from the university to support the event. A discussion whether NAFAE could contribute and what form the contribution should take. The meeting decided to provide delegates with tote bags. RW will source these.

3.2 Catering

RW reported that there are not many facilities nearby; Provide delegates with a map marked with catering options (AS); Possibility of a catering van; Two pubs nearby either of which would be good for lunch and for an after event social.

3.3 Presenters to submit their presentations and pay NAFAE membership by 1st July; Presentations to be PDF or Powerpoint (version backward compatible) and to be uploaded to Dropbox or emailed to admin; Also advised to bring a version on a memory stick; Presenter also to be asked to provide a 200 word biography for the website and for the tote bag.

3.4 Set up the event the night before, loading the presentations onto the relevant computers.

3.5 Chairs for panels: Paul Haywood; Simon; Chris McHugh; Lisa Stansbie; Maggie Ayliffe; Jane Ball.

3.6 Two letters to send out, one to presenters to accept terms and a second for the rejected paper.

3.7 RW provided a draft structure for the strands, and timings.

Discussion about the timing of the papers and allowance for feedback or Q & A's; The meeting felt that it was important to provide some form of peer review but reluctant to reject any of the submissions; Question whether feedback/Q&A's should be at the end of each panel or after each presentation;

The decision was made to to reject the abstract that was submitted late and to allow 15 minutes for the presentation with 5 minutes for feedback immediately after the presentation, managed by the panel chair.

3.8 The meeting decided to extent the symposium to 7pm.

4.0 Standing Items

4.1 Treasurers update

LR reported that the account was relatively healthy.

4.2 Subscription update

AS reported that there was a steady uptake of membership and was about to email people who had started but not completed registration through the website.

4.3 Website update

Decision to move archived articles and discussions from the old website to the new one.

Meeting agreed that emails to membership could include 5 provocations, the topics of which to be decided by the steering group, asking for responses of 500 words to publish on the website.

5.0 AOB

5.1 CMcH asked if the NAFAE steering group roles could be added to the next meetings agenda for discussion; Information about roles and a short biography of the members to be added to the steering group website page.

5.2 Proposal from Joe Woodhouse asking if NAFAEA would like take a role in an event he is co-organising at Baltic in October. AS will circulate the document.

5.3 JB reported back on the progress of the AGM 2017; Taking place in Coventry on the 24 March; The gallery and lecture theatre are booked for the event; The working title is *Artist as Superconductor*; Some keywords: exchange; conversation; network; social ecology.

7.0 Next meeting

7.1 Friday 16th September 2016

7.2 Remaining meetings for 2016:

- Graduate Research Symposium 15th July 2016 (Lancaster)
- Friday 16th September 2016
- Friday 25th November 2016