

**NAFAE steering group minutes**  
**16 July 2015**  
**London Metropolitan University**

Chair: Linden Reilly  
 Present: Maggie Ayliffe, Chris McHugh, Chris Smith, Sheila Gaffney, Lisa Stansbie,  
 Robert Williams, Howard Riley, Jane Ball, Paul Haywood (via Skype)  
 Apologies: Sarah Rowles, Jill Journeaux

<p><b>1.0 Previous minutes</b>          25 September 2015</p>	
<p>1.1 Previous minutes were corrected and approved.</p>	
<p><b>2.0 Matters Arising</b></p>	
<p><i>2.1 Hidden Curriculum</i>          - For main points see below 3.0</p> <p><i>2.2 Discussion - Studio spaces</i>          - What is the point of studio spaces?          - Interdisciplinary practice – the diversity of spaces          - Intellectual as well as productive spaces          - Creative practices need more than one type of space          - Difference between a teaching space and a studio space          - The debate needs metrics; How to get metrics? University metrics can't be made public;          - Interesting how RIBA accredit courses and demand space for students</p> <p>- What would be useful for NAFAE to do? Campaign?          - Is there a bench mark for studio space? QAA does not say space.          - Set up a working group to explore and publish guidance?          - What would be the effect of publishing guidance?          - Instead of how much space – to have or not to have space?          - Go back to the 2014 AGM &amp; conference – Where do you make art?</p> <p>- Questionnaire for the January 2016 conference – Level of education;          Happy or not happy?</p> <p><b>Actions:</b>          - <b>A review of studio space, place in practice and variety of use – Who?;</b>          - <b>PH/LS action with CHEAD;</b></p> <p><i>2.2 CHEAD</i>          - PH is in contact with Paula Graham-Gazzard          - AS – Page on CHEAD website.</p>	

<p>2.3 <i>Cross Parliamentary committee</i> - CS - STEM turning into STEAM</p> <p>2.4 <i>Open Letter Event</i> - No structure for the event. May be an online event.</p> <p><b>Action: PH to contact Sarah and Kerry for an update</b></p>	
<p><b>3.0 Hidden Curriculum</b></p>	
<p>3.1 <i>Refreshments</i> - Teas and coffees for delegates – use provisions on site? - Provide a sit down area for tea/coffee. - Circulate a list of restaurants to delegates. - Email delegates the option to book at restaurant (to be decided) for set price – limited number of people.</p> <p>3.2 <i>Presentations</i> - No technician for the event. - Presentation should be a PowerPoint. - To be uploaded to Dropbox (AS to set up account). - Bring a back-up USB on the day. - Need 3 Mac laptops, one for each room; CS, LS, RW will have laptops with them; SG, LS, LR, AS will set up the spaces the day before. - Signs to indicate that a presentation should be coming to an end: 5 mins; 2 mins; Stop!</p> <p>3.3 <i>Publication of papers - discussion:</i> - REF requirements – Put together a panel to review papers? - NAFEA does not have the resources to run a full blown conference – Is it the role of NAFE to do this? - Non canonical/rough around the edges. - Papers should be published on the website but not reviewed – this might come at a later date. - Distribute website link to papers e.g. JISCMail. - Review/report of the symposium for the website - SG volunteered, or a student, to pull together notes from strand chairs into a conference report.</p> <p><b>Action: AS to set up Dropbox</b></p>	
<p><b>4.0 Standing Items</b></p>	
<p>4.1 Treasurers Update -</p> <p>4.2 Subscription update -</p> <p>4.3 Website update - AS reported on website.</p>	
<p><b>5.0 Student Research Symposium</b></p>	
<p>5.1 2015 AGM review from HR now on the website.</p>	

### 5.2 2016 symposium

- RW reported that the 2016 symposium will be on 15 July 2016 and he is negotiating with institution for rooms.
- The event will be held at University of Cumbria Lancaster campus and include a trip to Meerzbarn on the Saturday.
- Fees: Institution should join for the student to attend.

### 5.3 To include recent post doc – last 3 years.

- Post graduate and Phd.
- Clarify in call out.

### 5.4 Practice led/Phd based – Discussion

(Mike Biggs – Hertfordshire:

<http://uhra.herts.ac.uk/bitstream/handle/2299/4414/901029.pdf>

[https://www.herts.ac.uk/\\_data/assets/pdf\\_file/0003/12279/WPIAAD\\_vol1\\_biggs.pdf](https://www.herts.ac.uk/_data/assets/pdf_file/0003/12279/WPIAAD_vol1_biggs.pdf)

<http://uhra.herts.ac.uk/bitstream/handle/2299/7322/900527.pdf?sequence=1>

<http://uhra.herts.ac.uk/bitstream/handle/2299/4412/904788.pdf>)

- Need for a register of qualified examiners of practice based phd – on website.

### 5.5 Promotion of event

- NAFAE should contact heads/directors of research – ask their researchers to put forward papers.
- Need to send a call out to NAFAE subscribers/ put on website/ JISCMail.
- Flyer for the January AGM/conference.
- JAWS; Wolverhampton (MA) to get involved.

### 5.5 Presentations

- length 25mins/3000 words.
- 1st call out mid January.
- 2nd call out early February.
- Abstracts mid February.
- papers early March.

### 5.6 Discussion

- Structure of conference feedback.
- How do you access practice based research?
- Panel of people drawn from sector who can comment and can feedback as a panel to students.
- Peer review is the guidance and support at the event.
- Feedback – live and constructive.
- It is an opportunity for students to 'put their work out there'.
- Will the papers be peer reviewed?

### **Actions:**

**HR to support RW**

## **6.0 Next meeting**

6.1 AGM 22 January 2016

6.2 Reminder of the dates of the steering group meetings for 2016

- |   |  |
|---|--|
| <ul style="list-style-type: none"><li>• AGM &amp; Conference Friday 22nd January 2016 (London Met)</li><li>• Friday 4th March 2016</li><li>• Friday 13th May 2016</li><li>• Graduate Research Symposium 15th July 2016 (Lancaster)</li><li>• Friday 16th September 2016</li><li>• Friday 25th November 2016</li></ul> |  |
|   |  |
|   |  |