

## COMMITTEE OF DEPARTMENTS OF ACCOUNTING AND FINANCE ANNUAL GENERAL MEETING

Minutes of meeting held Tuesday 26<sup>th</sup> May 2020

Venue: Virtually via Zoom

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Item	Meeting Opened at 12.05	Action
	<p><b>Attendance:</b> Joan Ballantine (Ulster), Sarah Jones (Swansea), Siobhan Goggin (Lincoln), Paul Jennings (Winchester), Jane Fletcher (Hertfordshire), Seyi Adesina (Christ Church, Canterbury), Lisa Weaver (Warwick), Hafez Abdo (Nottingham), Kevin Holland (Cardiff), Brian Telford (South Wales), Claire Mallanaphy (Liverpool), Darren Sparkes (De Montford), David Trodden (LSE), Ger Long (Waterford), Gillian Cashell (Solent), Greg Stoner (Glasgow), Lynn Hodgkinson (Aberystwyth), Linda Hickson (De Montford), Shaun Robertson (ICAEW), Shuxing Yin (Sheffield), Vijay Lee (Southbank)</p> <p>Apologies: Parminder Johal (Derby)</p>	
1.	<p><b>Minutes of Previous AGM 090519</b> Approved. Proposed by Joan Ballantine Seconded by Paul Jennings</p>	
2.	<p><b>Chairs Update</b> The Chair welcomed everyone to the virtual meeting.</p> <p>CDAF have had another busy year. The Exec Committee are looking to ensure that subscriptions are collected in a timely fashion and also to ensure that the membership database is as accurate as possible.</p> <p><u>Update on bursaries 2019/2020</u> CDAF received a large number of applications from a wide variety of topic areas and 6 were successful (including 2 joint awards). The total awarded across the bursaries is approximately £11,500.</p> <p>The Chair reported on CDAF's involvement in shortlisting nominations for REF panels.</p> <p><u>CDAF and CPAF Talks</u></p>	

	<p>Talks between the Chairs of both networks has taken place given that we are both facing similar issues with regards engagement and audiences.</p> <p>It was agreed that as we have different audiences, then it was not appropriate to merge the 2 networks, however we need to work together more closely.</p> <p>1. Joint Bursary (and possibly with Accg Education SIG) – was discussed to address key research areas and the CDAF Chair stressed that this should include both pure research and pedagogic opportunities to support the development of ‘teaching fellows’ as well.</p> <p>This will be discussed more fully with all parties.</p> <p>2. CPAF also discussing a research mentoring scheme to focus on ECR’s from both research and pedagogic backgrounds. CDAF AGM attendees unanimous in their support for a scheme of this sort.</p> <p><u>How can CDAF better support the community?</u></p> <p>The survey undertaken during the initial stages of lockdown was very well received and this sort of engagement with the network needs to be extended.</p> <p>This is to be extended to survey, what is being planned for the next academic year.</p> <p>Any other ideas for activities/requests in relation to this could be emailed to the CDAF Secretary (<a href="mailto:sarah.j.jones@swansea.ac.uk">sarah.j.jones@swansea.ac.uk</a>)</p> <p>Upcoming events:  6<sup>th</sup> November – virtual workshop. <b>Challenges in a Changing Environment: Remote Assessment</b>  5th March 2021 – Workshop on KEF and frameworks  6 – 7<sup>th</sup> May – Annual Conference (Winchester)  (Registration for the conference will be via the BAFA website as per this year and all other BAFA events)</p> <p>Could all members please spread the word.</p> <p>Subscriptions – please make sure that your institution has paid.</p> <p>CDAF Newsletter – please find attached our inaugural newsletter. Please share this widely with your colleagues,  If you have any items you wish included, then please let the committee know.</p>	
3.	<p><b>Treasurers Update</b></p> <p>The Committee thanked Jane Fletcher the current Treasurer, who is stepping down from the Committee for all her work over the last few years.</p> <p>The Treasurer reported on the financial position of the committee.  Copy of report below.  Subscriptions being collected and sufficient funds for bursaries to continue to be considered.</p>	
4.	<b>AOB</b>	

	<p><b>(Votes were collected via Menti.com)</b></p> <p><b>Re-election of Office Bearers</b>  Chair – Joan Ballantine - agreed  Vice-Chair – Paul Jennings - agreed  Secretary – Sarah Jones - agreed</p> <p><b>Re-election of co-opted members</b>  Siobhan Goggin - agreed  Parminder Johal - agreed  Oluseyi Adesina - agreed</p> <p><b>Ratification of previously co-opted Committee members</b>  Hafez Abdo – agreed  Lisa Weaver - agreed</p> <p><b>Expressions of Interest for Committee positions</b>  <b>Treasurer</b> – David Trodden was the only interested party and was duly voted in as Treasurer.</p> <p><b>Co-opted Members</b> - expressions of interest were received from Darren Sparkes (De Montford) and Martin Jones (Nottingham Trent).  On the vote undertaken, Darren Sparkes was elected as the co-opted member.</p> <p>Thank you to all who expressed an interest in the roles and welcome to the new members.</p>	
5.	<p><b>Date of Next Meeting</b>  Thursday 6<sup>th</sup> May 2021</p>	
	<p><b>Meeting closed at 12.55</b></p>	

## CDAF Treasurer's Report for the year ended 31<sup>st</sup> December 2019

<b>Summary of Financial Results</b>	<b>2019</b>	<b>2018</b>
	<b>£</b>	<b>£</b>
Income for year	9,200	3,480
Expenditure for year	5,661	5,196
Surplus for year	3,538	(1,716)
Balance at bank	34,029	30,490

- The significant increase in income has been due to the collection of subscriptions. 31 institutions signed up for annual membership, and 29 of these paid the annual membership fee.
- Although expenditure for 2019 looks similar to the previous year, the 2018 figure is understated due to a liability write off £7,400 for an HEA project. In cash terms, 2019 expenditure was lower than 2018 by £7,000 as there were no bursary awards or completions during 2019.
- The Conference generated a net deficit of £1, 033 as the speakers' expenses and the Executive dinner were mainly covered by CDAF.
- CDAF's reserves have increased by £3,538 due to the collection of subscriptions with an overall closing balance of £29,517

Jane Fletcher 26/5/20