

**Minutes of the Executive Meeting – Monday 5th September, 2016 11am,
Alan Walters Building, University of Birmingham.**

Members attending: Ian Tonks; John Cullen; James Steeley (elected member of CPAF); Lynn Hodgkinson; Jan Bebbington; Lisa Jack; Rod Kelly (deputizing for Gillian Holmes, CDAF).

Apologies: Richard Jackson; Gloria Agyemang (who is also standing down from this year); Gillian Holmes.

Minutes: Correction to apologies from last year, Bill Lees should be Bill Lee. Point 4 – discussed 2015 programme not 2014 programme. Otherwise accepted.

Matters arising:

Item 11: 60 impact case studies from REF2014 have been prepared for posting on the BAFA website.

BAFA research register: ideas on how the information contained in the research register might be replicated in the future are still being discussed. More will come on this item in due course. Likely to be a web only document and next stage is make a call for proposals for what a new form research register might look like.

Proposed membership 2016/17 of the Executive:

Lynn Hodgkinson - Chair (year 1 of 2)
Jan Bebbington - Vice-Chair (year 1 of 2)
Ian Tonks - Vice-Chair (year 1 of 1)
Vacant - Secretary/Treasurer (vacant for now, JB to cover until someone in place – potential people to approach listed below)
Lisa Jack - Ex officio (President of BAFA)
Richard Jackson - Ex officio (General Secretary of BAFA)
Gillian Holmes - Co-opted (Chair of CDAF)
John Cullen – Co-opted (elected member year 1 of 2)
3 Vacancies (at the conference a number of people were going to be approached to join the committee).

2016 Conference and AGM agenda:

Ian Tonks reported that CPAF made a submission (in conjunction with BAFA) to Stern Review. Discussion of whether to make this publicly available followed. It was agreed that this will be posted on BAFA website along with link to the Stern Report.

Ian Tonks was asked to write to Deans and Vice-Principals about the issues with the ABS list. He has not written to do this for which he apologized. Ian sounded out various people about the wisdom of doing this and due to perceptions of the potential for internal political issues refrained from doing so. Agreed by all that

this was a wise decision and some elements of the concerns came out in the submission to the Stern Review.

Conference speakers this year hold senior positions in key organisations (HEFCE & ESRC). Topics include, the TEF, NSS scores analysis, effect of student tuition fees, future ESRC funding and Brexit discussion. There is also space for open discussion (of Stern) this year.

Conference viability:

45 people eventually enrolled but there were low numbers of people at the early stage. The prior survey of CPAF members who couldn't come resulted in change in location but no timing changes/choices seemed to suit everyone. Possibility of joining forces between CDAF and CPAF exists and was discussed. John Cullen – notes that traditionally CPAF viewed as research orientated with CDAF being teaching focused but this distinction no longer holds entirely and there is overlap of agenda. Having said that, there are different groups of people going to each conference. An extended discussion ensued and working together (while retaining separate identities) was seen as being the most appropriate way forward.

Lisa Jack: outlined that discussion at BAFA is about how it can be more influential on policy grounds. Possibilities for CPAF to be outward focused on institutions such as the British Academy, AAA and the Academy of Social Sciences. The focus would be on building peer-to-peer type relationships around issues of policy. CPAF might be the best vehicle for such a role. CDAF will also have a distinctive role and has a strong series of links with the profession and the HEA. Joint inviting and sharing of strategies and agendas between CPAF and CDAF will be pursued more formally going forward.

Proposal will be put to the AGM for the meeting to be a one-day event in London (with a possible option for a CPAF meeting time at the BAFA conference). The date will remain the first week in September. A London location might be easier for everyone to get to.

2017 Conference planning: topics from last year remain relevant and will be taken forward.

Financial statements and report:

Financial reports noted and the fact that reserves are being run down. The cost for the conference has been increased to cover costs and to put money towards the running costs. The costs were also based on a smaller number of attendees than had come the previous two years. It is expected that the conference will return funds this next year. Likewise, Andy Lymer hosting the conference has decreased the costs.

Date and location of next meeting: TBC via correspondence (possible meeting at BAFA of the CPAF executive on the 11th or 12th of April in Heriot-Watt; and a suggested date for September 2017).