

## COMMITTEE OF DEPARTMENTS OF ACCOUNTING AND FINANCE

Executive Committee Meeting

Virtually via Zoom

7<sup>th</sup> Sept 2021

Meeting started at 15.00

| Item      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Action                                                                                      |
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| <b>1.</b> | <p><b>Attendance and apologies</b></p> <p><u>Present:</u> Joan Ballantine, Sarah Jones, Siobhan Goggin, Paul Jennings, Darren Sparkes, David Trodden, Lisa Weaver Hafez Abdo</p> <p>Apologies: Seyi Adesina</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                                             |
| <b>2.</b> | <p><b>Minutes from previous meeting</b></p> <p>Siobhan and Joan to continue to update the membership list – Joan to work top-down, and Siobhan to work top-up. Siobhan has spent a number of hours updating things, but will continue to work on it</p> <p>Membership/subscription payments – Will happen but currently being worked on by BAFA.</p> <p>In the meantime, in order to get the current CDAF members imported with the correct data, BAFA will need a spreadsheet from CDAF. It needs a column for each of the fields on the sign-up form: <a href="https://membership.bafa.ac.uk/cdaf-registration/">https://membership.bafa.ac.uk/cdaf-registration/</a></p> <p>It also needs a column with the date of their last payment so that the system knows when to send the reminders. And if you know it, the number of years they've been members, or the number of payments they've made, (I'm not sure the new system will be able to do anything with that data, but we may as well have it in case it does).</p> <p>PJ to set up capturing more details from attendees on signing up to conference/workshops Eventbrite as follows:<br/>What Uni they work at?<br/>Best description of role?<br/>Are you the principle contact for Accg programmes at your institution Y/N<br/>If N – can you give the contact details for the main contact (with their permission)</p> <p>Need to match memberships to attendees – so that we can follow up with membership enquiries</p> | <p><b>SG /JB</b></p> <p><b>SJ/DT to action</b></p> <p><b>PJennings</b></p> <p><b>DT</b></p> |
| <b>3.</b> | <p><b>Chairs Update</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                                                             |

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|           | <p>Tenure of committee members – Joan will not be able to stay on as Chair as has another role with a Doctoral Colloquium.</p> <p>Chair, Vice- Chair, Secretary and one ordinary member positions will become available, plus 2 co-opted members.</p> <p>SJ to find out timings re re-elections and put actions in place – does it need to be done twice? Once before Xmas and in the new year</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | <b>SJ</b>                                                                                |
| <b>4.</b> | <p><b>Conference Update</b><br/>See 5 below</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                                                          |
| <b>5.</b> | <p><b>Workshop Update</b><br/>Need to liaise with all professional bodies re using facilities again when we go back to face to face activities.</p> <p><b>Friday 10<sup>th</sup> Sept 2021</b><br/><b>Assessment and Accreditation: Update and Implications 1 - 5pm</b><br/>Online meeting/discussion with Professional bodies to discuss the next academic year as a follow on to the forum this time last year. ICAEW, ACCA, CIMA and ICAS have all confirmed their attendance.</p> <p>104 registered for the event, with 151 showing interest on LinkedIn. PJ to contact those on LinkedIn to ensure they are registered via Eventbrite for the event.<br/>Eventbrite link to be circulated – 2 days before and 1 hour before the event.</p> <p>SJ has emailed professional bodies for a summary of their presentation which will be circulated</p> <p><b>Break</b></p> <p><b>Rebooting the next year – Hilary Lindsay and Jenni Rose.</b><br/>All sorted and presenters have all they need.</p> <p>Survey to CDAF Members – Lisa shared her initial draft and we discussed questions to allow her to finalise and create in MS forms. Lisa to circulate to committee before publishing to event on Friday.</p> <p>Further discussion about whether we hold face to face v on-line events – again to be included in the survey to seek views of our members.</p> <p><b>5<sup>th</sup> November 2021 – Venue Online</b><br/><b>Planning Impact Case Studies: Managing the Process</b><br/>JB/PJ to organise<br/>Complete the one page template.</p> <p>Chris Humphries – Manchester has confirmed. JB to liaise with regards any other people required at the session. JB to contact Chris</p> <p>Writing and putting together an impact case study.</p> | <p><b>PJennings</b></p> <p><b>PJ</b></p> <p><b>LW</b></p> <p><b>PJ</b><br/><b>JB</b></p> |

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| <p><b>4<sup>th</sup> March 2022 – Venue TBC ACCA London</b><br/> <b>Building Sustainability into the Accounting and Finance Curriculum</b></p> <p>Lisa has organised the ACCA guest speaker to accompany Ian Thomson. Accounting Education and sustainability and working with professional bodies. Ian Thomson from Birmingham</p> <p>ACCA guest speaker – Yen-Pei Chen: manager in Professional Insights Team<br/> ACCA’s perspective on why we need teaching on sustainability and how to incorporate it into the syllabus plus the practitioner’s perspective.</p> <p>Possible content -</p> <ul style="list-style-type: none"> <li>• Why do we need to be teaching on sustainability <ul style="list-style-type: none"> <li>○ Relevance to business survival (Accountants, Purpose and sustainable organisations, IR, Mainstreaming Impact, auditing the SDGs, Professional Accountants changing Business for the Planet (PacBftP - drivers)</li> <li>○ Evolving regulation, standards changing report and assurance</li> <li>○ Employability for students (Gen Z) and Professional Accountants the Future new report (PATF) (launching Sept 2021) - job roles and capability</li> <li>○ Growing importance of integrated thinking relating to economy, environment and social matters</li> </ul> </li> <li>• How to include in teaching <ul style="list-style-type: none"> <li>○ How it is being included in ACCA syllabus (qual and CPD) - PATF - sustainability capability and the list from Sustainability hub, outline of sustainability CPD</li> <li>○ Connect academic matters to business e.g PacBftP (BL, PM, CR and A&amp;A), IR series, sustainable corporate governance (to be launched)</li> <li>○ Other useful sources of info – from sustainability groups, policymakers</li> </ul> </li> <li>• Tips for how to sustainability into the organisation business model <ul style="list-style-type: none"> <li>○ ACCA's commitment to the SDGs</li> <li>○ PacBftP (BL, PM)</li> </ul> </li> </ul> <p>Put the 2 speakers in touch to avoid any overlap in the topics.</p> <p><b>Planning for Conference 2022 – Thursday 5<sup>th</sup> &amp; Friday 6<sup>th</sup> May</b><br/> A few ideas came in from committee members which were discussed in more detail:</p> <ol style="list-style-type: none"> <li>1. ‘Recovering from COVID’ - Committee decided this was not the direction that we want to follow.</li> <li>2. The future of teaching/accounting education – not this time.</li> <li>3. Decolonisation of the curriculum - perhaps too early for the professional bodies and more at the university level which filters down to the A&amp;F dept.</li> <li>4. Education 2030 agenda (via UN and widening participation and use of technology)</li> <li>5. Sustainability – how do we follow this on from the March event?</li> <li>6. Technology? Professional bodies focussing on digital skills in their syllabus – how do A&amp;F depts bring this into their syllabi?</li> </ol> | <p><b>LW to organise (JB)</b></p> <p><b>PJennings to sort venue if required</b></p> <p><b>LW/JB</b></p> |
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|     | Decided that we would look at the results of the survey on Friday 10 <sup>th</sup> Sept as this may give us a theme.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                                       |
| 6.  | <p><b>Treasurers Update</b><br/> Recently re invoiced 19 universities and 17 paid up.<br/> 31 paid up members at the moment, with potential for furthers to sign up.<br/> DT to follow up with event attendees to prompt membership – reconcile with list of attendees.</p> <p>Bank balance £37,624, approx. £9k committed to bursaries.</p> <p>SJ/DT to meet to agree the current way forward re managing the G-Suite for electronic payments – this needs to be followed up and actioned.</p> <p>All committee members to look at current list of members and see if there are at least 2 institutions they can give personal recommendations to David to contact.</p> | <p><b>DT/<br/>PJennings</b></p> <p><b>SJ/DT</b></p> <p><b>ALL</b></p> |
| 7.  | <p><b>Bursary Call</b><br/> Based on financial position we discussed offering bursaries again in 2022.</p> <p>4 bursaries x £2,000 each would be the base level available.<br/> Still to decide whether offering pedagogic bursaries, but this can be decided at future stage.</p> <p><i>‘We particularly welcome those doing accounting and finance education research’ – proposed outputs to be determined as part of submission.</i></p> <p>Launch in February/March 2022 – put call out in October BAFA newsletter<br/> To apply your uni needs to be a member of CDAF.</p>                                                                                          | <p><b>SJ</b></p>                                                      |
| 8.  | <p><b>Professional Bodies Update</b></p> <p>Update was discussed in the planning of the workshop for March 2022. Lisa has been working with ACCA about this – venue to be confirmed.</p> <p>What actions need to be taken regarding existing connections at ICAEW, ACCA and CIMA? – To be discussed at a future date.</p>                                                                                                                                                                                                                                                                                                                                                | <p><b>PJohal/LW</b></p>                                               |
| 9.  | <p><b>AOB</b><br/> <b>None noted.</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                       |
| 10. | <p><b>Date of next Committee Meeting</b><br/> <b>FRIDAY 22<sup>nd</sup> October 13.00 – 15.00 via Zoom</b><br/> <a href="https://swanseauniversity.zoom.us/j/96770918810?pwd=TWROcFl6NTcvWEV3WkNORVNWbStzZz09">https://swanseauniversity.zoom.us/j/96770918810?pwd=TWROcFl6NTcvWEV3WkNORVNWbStzZz09</a><br/> Meeting ID: 967 7091 8810<br/> Passcode: 264400</p>                                                                                                                                                                                                                                                                                                         |                                                                       |
|     | <b>Meeting closed at 17.00</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                       |