

Minutes of the Executive Committee Meeting

20 April 2013

6pm, room MC0023, Ground Floor of Media, Humanities and Technology Building, University of Lincoln

Present: Brian Winston/BW (Chairing), Alex Marlow Mann/AxM, Joe Andrew/JA (Conference Organiser sub-committee member attending in non-EC capacity), Andrew Moor/AM, Tim Bergfelder/TB, Stefano Bascheiro/SB, Rachael Keene/RK, Phil Powrie/PP, Anna Claydon/AC (Conference Organiser sub-committee member attending in non-EC capacity), Lucia Nagib/LN, Rajinder Dudrah/RD (Secretary taking Minutes)

Apologies: Beth Johnson, Paul McDonald, Lucy Mazdon, Vicky Kearley

1. Receipt and Approval of Last EC Minutes held at the University of Birmingham

Accepted and Approved

2. REPORT ON THE ASSOCIATION

- REF formally approached BAFTSS to validate the nomination of Prof. Tim Bergfelder to serve as a REF panel member. BAFTSS did so via BW and Tim's nomination has been accepted.
- Email list. EC discussed the 2nd incident of offensive behaviour on the BAFTSS JISC list and what they considered was inappropriate e-etiquette. All agreed that Chair, VC, Secretary can and should act in such instances to strike the offending person off the list. The offending person in this second incident was struck off. One person objected to this on the list and BW as Chair had a private email exchange with that person. The EC felt that there was a need for a BAFTSS moderator.
- TB and RK reported that a few PGs felt intimidated by the exchange and even felt unable to post on the list due to fear of reprisals from a kind of bully culture that appeared to be in operation online on the list as a result of these two incidents.
- AxM reminded us of the JISC protocol in the light of the 1st incident on the list and the EC added to that protocol in a minor way as a guideline of etiquette.

Action Point: PP to work on an edit of the BAFTSS protocol for discussion and agreement between the EC and then this is to be posted to all BAFTSS JISC members via the JISC list and posted on the BAFTSS website. Members need to be reminded when they subscribe as paid members to enrol on to the JISC list – this is to be done via AxM as Membership Secretary.

- Discussion arose of a PG BAFTSS List that existed on JISC, however only Lucia and Rachael seemed to be aware of this and other EC members were not. AMoor - Do we need two lists?
- It was agreed after discussion that the PG JISC list members to be merged on to the BAFTSS main list.

Action Point: L.Nagib and Rachael Keene to notify PG members of this.

- The need for a Moderator was discussed and agreed in order for BAFTSS to be responsible to its members and to ensure good etiquette on the JISC list.

Action Point: There will be 3 Moderators. If anything offensive or inappropriate is posted on to the list the Moderators will remove this and contact the person responsible. If they are unsure about any posts they can refer it with the Chair and VC for checking and final decision. Alex, Andrew and Rajinder and Tim (in reserve) appointed as Moderators. Alex to inform/give basic guidance AM, RD and TB of how the moderating process works. The Moderators will test this process and will report to the next EC Meeting.

- SB and RD – surveys can be taken from the membership on important matters pertaining to BAFTSS issues via Survey Monkey and the collection of useful data relating to BAFTSS issues (e.g. what successful peer reviewed research grants have been secured by members in the past 3-5 years). Agreed that this should be taken on.

Action Point: SB and RD to liaise and work on this together.

- TB - we need to make clear our position on current HE and related areas e.g. Open Access, to the national press via a statement from the BAFTSS Chair or VC. PP we need to have a stronger membership in terms of a greater number of members before we are able to actively do this. i.e. in this way the press and media will take us more seriously.
- Anna Claydon to write a Conference Report and highlight points from the Conference EC meeting.

Action Point: AC to liaise with RD re this and to get this out.

Action Point: LN to draft a lobbying statement for the membership to be aware of and send this to AC and RD for the newsletter.

- Frequency of newsletter was discussed and it was agreed that this should be quarterly. AC and RD to work on this. The letter can appear in April and June.

Action Point: The Secretary and ANO EC member to work on the newsletter after the post-conference newsletter between AC and RD.

- TB – BAFTSS Awards sub-committee needed and the timetable of the next Award ceremony needs to be sorted. All agreed that this should continue. Awards for best monograph, best essay, and best student article.

Action Point: TB and SB, LN to liaise and organise this over email and report back to the EC.

- The EC discussed the 1st conference organisation. Anna, Joe and BW had frequent email correspondence between each other over the organisation. EC formally thanks Kerry Swarbrooke (conference admin colleague at the University of Lincoln), Joe and Anna for their invaluable input alongside BW for making this happen. Do we want another conference? TB - Can we do it in a day, or at the most over two days maximum? We also need to think about the next location?
- Anna C – 2015 could be Cambridge if we wanted it, as Annamaria Motrescu-Mayes from Cambridge has offered this as a possible venue for then.

Action Point: The EC agreed that we will organise a 2 days conference for 2014, with 1 overnight stay, and that it will be in London. Joe and Anna (Co-Chairs of the conference organising sub-committee), Brian W to continue their sub-committee to discuss the 2014 conference further and to consult with the EC over this before confirming. A.Moor to join this sub-committee. The date will be around the Easter or post-Easter period but this is to be discussed and agreed with the EC.

Action Point: The Lifetime Achievement Award and BAFTSS book and essay awards to be continued and presented at the next conference.

3. TREASURER'S REPORT

Action Point: LN to email all EC members the table of the latest financial statement/figures that she gave out in hard copy to EC members at the meeting. LN outlined the expenditure to date and what was committed in the near future. Approximately £500 would be spent to cover the EC attendees at the BAFTSS conference (£50 each). The Secretary's full expenses to attend the MeCSSA meeting as an observer will be covered.

- A new membership drive is needed to boost numbers and subscription income. How can we enhance the value-added-ness for why members on the JISC list should become paid members?

Should we raise the fees?

The meeting was drawn to a close at 7.30pm (due to the conference dinner starting in 5 minutes) and all decided to reconvene at 9.15am in the morning on 21 April.

21 April 2013, 9.15am

- PP Chairing and all members present (as above) from yesterday's meeting were also present here. LN - all claims for £50 EC reimbursement with receipts to LN. LN will make a brief form in order to process this quickly.
- LN: Should we raise fees? PP - a few of us feel it is too soon to raise it given that we need to raise the membership numbers first. We need to find good ways to enhance what we are offering to the membership. A renewed recruitment drive is needed and we need to discuss and initiate this over email. A protected membership area needs to be retained on the BAFTSS website with services and information available for them.

Action Point: BW, PP, & RD to liaise and to send this out over email. All agreed.

4. MEMBERSHIP REPORT

- Alex Marlow – we have 199 paid members currently. 217 lapsed members. The JISC list has 711 members. As a matter of urgency we need to revive our PR and recruitment drive with our members and to get this out to the membership. Originally we had around 360 subscribed members.

Action Point: 'A Dear Colleague...' email needs to go out to the lapsed membership to try and revive a subscription to them. This email to come from BW/PP and sent out via Alex.

- SB – We need to link the PG BAFTSS members Facebook page to the JISC list. All agreed.

Action Point: PP to liaise with Dina re the original data of film studies courses in the UK. EC to look over PMs Nottingham data and to let BW and PP know of any comments or useful actions that the EC might take in the light of this JISC data conversation.

5. PROPOSALS TO AMEND THE CONSTITUTION

5.1 that article 6.1.5. Quorums for all meetings shall be amended as follows:

- 2AGM: 25% of the membership. ADD 'WHETHER IN PERSON OR BY PROXY'

5.2.1 that article 6.2.2 shall be amended as follows:

- INSTEAD OF: The Executive Committee shall consist of 7 Committee Members and the elected chairs of sections. It may also co-opt 2 additional members in order to ensure that the full range of interests of the field is adequately represented, 'the elected chairs of sections' BE STRUCK AND INSERT INSTEAD 'and four elected officers -- viz. Chair, Vice-Chair, Hon. Treasurer and Secretary.

5.2.2.that article 6.2.2 shall be further amended as follows:

- 'post-graduate' BE INSERTED AFTER 'additional' AND BEFORE 'members' IN THE FOLLOWING:'It may also co-opt 2 additional members in order to ensure that the full range of interests of the field is adequately represented.'

Action Point: The above wording was discussed and it was agreed that the 25% quorum was too high and that this should be changed to 10%. This was to be discussed at the EGM at 12.15pm later in the day for final approval. All agreed.

6. AOB

- The issue of PG representation on the EC was clarified and it was agreed that this representation should be there.
- RD updated the EC re the ongoing liaison and email exchanges between the WJEC A-levels Film Studies Board. Paul McDonald, AM, and RD are on the BAFTSS sub-committee working with Patrick Phillips (Middlesex/WJEC Chief Examiner) and Jeremy Points (Subject Officer in Film and AS/A Media, WJEC). WJEC are waiting on further news and updates from the government and will be in touch with RD as a matter of course. The BAFTSS sub-committee will then reply accordingly.

7. TIME AND DATE OF NEXT MEETING

- RD and LN to create a doodle poll for dates in the third week of October 2013. The next EC meeting is to be held at the University of Reading via Lucia Nagib.