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| slsa-red80 |  | | **Executive Meeting  Minutes**  **12.01.17**  **Room C3.05 in Cavendish building:**  **University of Westminster**  **Address: 115 New Cavendish St, Fitzrovia, London W1W 6UW** | |
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| Present: Diamond Ashiagbor, Kevin J. Brown, Emilie Cloatre, Naomi Creutzfeld, Kevin Crosby, Nikki Godden-Rasul, Neil Graffin, Jess Guth, Rosie Harding, Jen Hendry, Rosemary Hunter, Jess Mant, Jed Meers, Mark O’Brien, Devyani Prabhat, Marie Selwood, Janine Sargoni. | | | |  | |
| Agenda item | | | | Action | |
| 1. Apologies | | | |  | |
| Sarah Blandy, Lois Bibbings, Nwudego Chinwuba, Dave Cowan, Sharon Cowan, Jill Dickinson, Jonathan Garton, Maebh Harding, Lydia Hayes, Petra Mahy, Francis Sheridan, Michael Thomson, Tom Webb. | | | |  | |
| 2. Minutes of 14.09.16 | | | |  | |
| The Minutes were approved. | | | |  | |
| 3.1 Chair | | | |  | |
| RH welcomed Jess Mant (University of Leeds), as the association’s new postgraduate representative.  RH also welcomed Devyani Prabhat and Janine Sargoni to the executive. They have been co-opted onto the Executive as representatives for the Bristol 2018 conference.  RH confirmed that she, Sarah Blandy and Kevin Brown have all served their full terms on the Executive and will be standing down at the Newcastle AGM. A new secretary will need to be appointed to replace Kevin Brown. RH invited expressions of interest.  Dave Cowan, Naomi Creutzfeldt, Francis Sheridan and Michael Thomson will come to the end of their first three-year terms at the AGM. Naomi and Michael have agreed to continue for a second term, however Dave and Francis have indicated that they wish to stand down. This means that in addition to a new Secretary, expressions of interest are sought for the role of Publishers’ Liaison Officer.  Carlo Crifo will also be standing down from the executive.  Tom Webb’s term as a co-opted member for the Lancaster conference will also come to an end at the AGM. He has agreed to stand for election at the AGM in order to continue on the Executive.  RH confirmed that following from the above it appears the executive will have at least 5 vacancies to be filled at the AGM. Executive members were invited to think of colleagues who could be invited to stand for election.  It was AGREED that the vacancies would be advertised in the Newsletter with a link to the page setting out executive members’ duties.  RH confirmed that she has written to all the (proposed) stream convenors after the last Executive meeting with the decisions and suggestions made at that meeting, and the streams are now all settled.  RH confirmed that the executive response to the SRA’s latest consultation has been submitted. RH thanked Jess Guth for her work on this and for acting as the liaison point between the SLSA and the other Associations. There will also be a joint letter from the Associations being sent to the SRA Board, summarising our collective key concerns.  RH confirmed that the executive had decided not to make a submission to the current BSB consultation, as their proposed and preferred options do not appear to be destructive of the continuing possibility of a socio-legal approach in undergraduate study prior to the Bar.  RH led on a discussion of HEFCE’s Consultation on REF2021 – following the recommendations of the Stern Review of the REF. The proposals cover a wide range of ground, including UOA structures, the process for appointments of sub-panel chairs and members, which staff should be entered and the number of outputs and impact case studies required, portability of both impacts and outputs, weightings of output, impact and environment scores, and institutional-level assessments. It was AGREED that the executive would submit a response. It was AGREED that a sub-committee of the executive be formed to discuss the proposals and do the initial drafting. Jen, Rosie, Diamond and Emilie agreed to join the sub-committee, and RH said she would also ask Dave Cowan.  RH confirmed that the executive’s nominations of Vanessa Munro and Gillian Douglas in June to the Academy of Social Sciences were successful. The executive made a further nomination in the December round, in response to suggestions put forward by members.  RH informed the executive that she has been appointed to a new Academy Working Group whose aim is to identify and remedy gaps and inconsistencies in the list of Fellows of the Academy. RH invited executive members to pass on any thoughts on this subject.  RH confirmed that she had met with Clare Cowling from IALS regarding the Legal Records at Risk Project. The aim of the project is to act as a conduit through which legal records of value (in all formats and media) are identified, preserved and made available for research. They are looking for ways to engage law firms and other legal service providers with the project and to encourage them to see maintaining archival records as important for the future. RH invited executive members who have relevant contacts to please pass them on to her.  RH reminded the executive that Michael Thomson has been representing the SLSA on the Programme Committee for Mexico City. He is co-ordinating the SLSA student bursaries and has contributed to discussions concerning international plenary speakers. RH confirmed that she was also asked to make recommendations of UK academics to contribute to ‘skills’ sessions at the conference on law and society publishing and grant funding and had put forward several names.  RH confirmed that there has been no movement, in response to the executive’s representations to the LSA International Committee’s report concerning ways in which the LSA might interact more cooperatively with other national associations.  RH confirmed that she has written the requested item for the RCSL newsletter on the implications of Brexit for socio-legal studies. The item will appear in the Winter RCSL newsletter, and will also be cross-posted on the SLSA blog.  RH invited the executive going forward to further consider the way in which we gather and deal with members’ personal data.  RH invited the executive going forward to consider whether there is scope for us to offer some kind of membership benefit related to APCs (article processing charges, levied by publishers to pay for Gold open access) – whether a discounted rate or a prize of some sort or some other arrangement.  RH record her thanks to all members of the Executive, and the Officers in particular, for their hard work and support during her time as Chair. | | | | ALL  ALL  ALL  MS  RH  RH  ALL  ALL  ALL  RosieH  RosieH | |
| 3.2. Vice Chair | | | |  | |
| RosieH confirmed that she attended the Academy of Social Sciences CEO/Chairs of Learned Societies committee meeting on 5 January 2017. The three main topics of discussion at that meeting were:  1) The ethics of ‘big data’  2) The impact of the changing HE policy landscape on the social sciences  3) Brexit and Learned societies  The Academy of Social Sciences are keen to ensure that current and recent changes to HE policy and regulatory landscape (UKRI, HE and Research Bill, TEF, REF2021, Brexit, Prevent etc) do not have unforeseen and detrimental effect on the social sciences, and are undertaking some strategic work in this area. They would like the support of Learned Societies in doing this and the executive may be called upon to participate in roundtable events in due course.  RoiseH confirmed that she is unable to attend the next two scheduled meetings of this group, which are on 6 April 2017 and 22 June 2017, as they clash with the SLSA AGM at our conference, and the LSA conference in Mexico City respectively. RoiseH invited expressions of interest from the executive to attend. | | | | RoiseH, ALL | |
| 3.3 Treasurer | | | |  | |
| MOB delivered his treasurer’s report.  The association is awaiting the gift transfer from Lancaster. This should be in place before the AGM.  Progress has been made with gaining access to the funds in the Paypal Account. It is hoped that this will be resolved by the AGM.  Some membership fees are still being paid into the Lloyds account. The majority of membership renewals have been paid into the Co-operative account.  MOB confirmed that he has been successfully chasing significant sums (amounting to several thousand pounds) owed to the Association from some publishers and Universities (these were cheques sent to incorrect addresses etc that needed re-issue, as discussed in previous Exec meetings.) | | | | MOB, TW  MOB | |
| 3.4 Membership | | | |  | |
| MH’s membership report was presented to the executive.  It was confirmed that since the last executive meeting we have navigated two technological changes affecting the membership process – the new JOOMLA reinstall of the membership database and the abolition of Paypal.  The reinstall of JOOMLA caused some minor issues, creating some errors on the system. MH’s understanding was that most of these issues have now been remedied. We now have the digital infrastructure to maintain a much better up-to-date membership database going forward. MH thanked Lewis, Jed and Nathan for all their work on the update and for dealing with the administrative queries relating to it.  The abolition of Paypal has made the membership process longer and more complicated for members and it also makes it very difficult for us to maintain an up to date record of membership status. Moreover, the lack of Paypal is likely to cause difficulties when existing members come to renew their membership. It is imperative that some sort of online payment system is re-established as soon as possible.  New members now sign up online, get a confirmation email and are approved by Nathan on the system at least one month later when the bank statements arrive and he has a chance to go through them. The website has now been updated to advise members of this process. The process is much more labour intensive than the automated Paypal system. The need to wait for bank statements to confirm membership status causes issues when new members want confirmation of their status before they apply for a grant or seminar deadline. At the moment we are dealing with these queries by email on an ad hoc basis. Another issue encountered is that people sign up online and then do not follow up with a bank payment.  When existing members come to renew and realise that they can no longer pay by online payment this is likely to cause an additional administrative burden. Jed estimates that one in five of our existing members who paid by Paypal had set up autorecurring annual payments so these may still come through to Paypal and we need to be careful that people are not paying twice to renew.  MH confirmed that we are still encountering the issue of people paying into the old account. She confirmed that when they receive queries members are told to change their standing order to the new account.  MH confirmed that the website is being targeted by a number of spam email accounts which means that a number of fake memberships have to be deleted on a regular basis. Lewis has suggested that some spamware is needed at a cost of £15. It was AGREED to purchase this.  The number of paid up members, approved by Nathan on the Joomla system on 5/1/2017 stood at 767. | | | | MH/JM | |
| **3.5 Recruitment** | | | |  | |
| No report. | | | |  | |
| 3.6. Newsletter and Web Editor | | | |  | |
| MS reported that the winter issue was published at the end of November and included the call for papers and posters for Newcastle with a list of streams and themes. We also included the usual mixture of news, research, publications and events.  The details were as follows:  • print run: 1300 for mailing list   * pdf to JLS for inclusion as e-insert   • 15 editorial pages  • 1 insert from Hart Publishing  • page 16 Newcastle University 2017 advertisement  MS reported that she has been including the call for contributions in the ebulletin since November. MS to include shortlists of prize-winners in the Spring issue. We also try and announce the new grantholders’ names and projects in this issue as well. MS also contacted grantholders due to report in the next few months to schedule them in for this year. The issue will also be including final conference information. The issue will be published on 6 March, the week before the standard rate closing date so it is a good opportunity to remind people to register.  Details so far:  • print run: 1300 for mailing list plus 400 for Newcastle   * pdf to JLS for inclusion as e-insert   • page 15 Newcastle 2017 ad  • page 16 available for publisher ads  • no inserts yet booked  It was AGREED to send international members a PDF version of the newsletter rather than hardcopies.  The three-year sponsorship cycle came to an end last summer and so RH and MS contacted our existing sponsors to ask if they would like to continue supporting the newsletter. Happily, we had a good response and the list of sponsors for 2016–2019 has increased. It is currently Birkbeck, Cardiff, CSLS Oxford, Kent, Liverpool, Newcastle, Nottingham, Northumbria, QMUL, QUB, Sheffield, Sussex (new), Warwick, Westminster and York.  JH to confirm if Leeds to sponsor.  RosieH to confirm if Birmingham will sponsor.  There are five previous sponsors who have still to confirm renewal. These are Exeter, Leicester, LSE, Strathclyde and UCL.  If your university isn’t on the list and you think they might be interested, please let MS and RH know so they can send an invitation to the head of school.  Since the last meeting the website team has successfully relaunched the site and we feel that it now looks much better and is easier to navigate. Thankfully we have left behind most of the problems we faced with the old site. Huge thanks are due to Jed Meers for taking the lead in organising this and also to Lewis Gowers and Rodti Macleary for their technical skill and back-up.  The ebulletin ran smoothly throughout 2016 and will resume for 2017 on Friday 13 January. | | | | MS  MS  MS  JH  RosieH  ALL  MS | |
| 3.7 PG Student Representative | | | |  | |
| It was AGREED to rework the buddy scheme at the conference in line with feedback from past conferences. JMant to implement.  Following feedback from last year it was AGREED that the posters would be displayed in such a way that feedback for the designers could be given. NGR and KC to implement. | | | | JMant  NGR, KC | |
| 3.8. Webmaster | | | |  | |
| JM confirmed that the new SLSA website is now live. JM thanked those involved for all their invaluable support.  The new website is not just a new front design, there have been some changes made behind the scenes too. The website has a completely new installation of Joomla and a re-installation of the membership database. The email confirmation issue we had been experiencing (and been unable to fix) has now been sorted, alongside some other niggling problems that were causing issues, such as errors generated by the expertise directory (which we think were leading to downtime).  We are currently, however, operating without use of our CBSubs plugin. This is the add-on which allows us to process membership payments and for members to update their own subscriptions. This is turned off to prevent money going into the problematic PayPal account, given the problems their end. Once those issues have been resolved, we can flick the switch and get the functionality back very quickly.  At the last executive meeting, JM had discussed transferring the E-bulletin across to the Joomla platform, and using a MailChimp extension to send the emails out. There is some cost to using MailChimp for larger lists: for our membership database size, we are looking at around $25/$30 a month (£20/£25). It was AGREED to wait until clarification of data protection issues associated with this before making a decision.  JM reported that we have had a series of new posts to the SLSA blog which appears to be slowly picking up steam. We are getting a couple of hundred reads a month.  It was AGREED to put a flyer in the delegate packs for the conference again this year, but stretching it out to A4 size rather than a leaflet, showcasing some of the blogs we’ve hosted on there this year. | | | | JM, KC, NGR | |
| 3.9 International liaison | | | |  | |
| RH reported on behalf of Sharon Cowan.  SC to follow up with contacts made at LSA and to work towards making further connections with LSA. | | | | SC | |
| 3.10 Social Media | | | |  | |
| JH reported the following figures:   * 2476 twitter followers * 811 Facebook closed members * 893 likes on official Facebook page.   More twitter followers have joined since the live stream appeared on the website. | | | |  | |
| 4.1.a Newcastle 2017 | | | |  | |
| It was confirmed that conference team received 16 theme proposals. Kathryn Hollingsworth, Kevin Crosby and Nikki Godden-Rasul decided on the successful 7 proposals. It was AGREED to change the name of ‘themes’ in future to Current Issues or Hot Topics.  Submissions and Registrations as of 12th Jan:  • Abstracts: 84  • Posters: 2  • Registrations: 11  SLSA exec publisher liaison FrancisS had put together a variety of packages which were advertised to publishers at the end of November/early December. Francis is attending the Law Publisher's Association meeting on 20th January to further promote the conference.  It was confirmed that to date the conference organisers have received no applications for the charity bursaries, 1 application for a hardship bursary, and 2 applications for a PGR bursary. Team from the steering committee will decide the amount to be awarded to each successful applicant taking into account: their level of need, amount of funding sought, any alternative source of funds, if they have submitted an abstract.  It was AGREED to invite the Law Commission to the conference with free registration for one of their researchers, and to invite the Mental Capacity stream to consider a session with Commissioner Nick Hopkins. RH to write to the Law Commission and the Mental Capacity stream convenors and liaise.  It was AGREED to run a Research and Development session at the conference. Diamond offered to lead and organise the session. | | | | FS  KC, NGR  RH  DA | |
| 4.1.b. Bristol 2018 | | | |  | |
| It was confirmed the a team has been established in Bristol to work on the conference.  It was confirmed that a site visit would be organised in February/March. RosieH, RH, MOB to attend.  The Summer issue of the newsletter will need an advert for the conference on the back page. | | | | RH, RosieH, MOB, DP, JS  MS, DP, JS | |
| 4.1.c Leeds 2019 | | | |  | |
| It was confirmed that initial preparations are going well. | | | |  | |
| **4.1 d Future Conferences** | | | |  | |
| A call for expressions of interest for conference venues for 2020 onwards should be put out in the summer. | | | | RosieH | |
| **4.2 Postgraduate Conference** | | | |  | |
| The annual postgraduate conference was held on 5-6 January at the LSE. The LSE PhD Academy proved to be an excellent venue and informal feedback indicated that students were once again very appreciative of the opportunity to learn about academic life and ask questions they might have been hesitant to ask in other venues.  Sally Wheeler has agreed to host the 2018 conference at QUB. The dates will be 4-5 January.  It is hoped that we can hold the 2019 conference in Edinburgh. | | | |  | |
| **4.3 One Day Conferences** | | | |  | |
| The joint IALS/British Library/SLSA/BSC national socio-legal training day on socio-legal sources and methods in international law was held at IALS on 19 November 2016. We had a great range of speakers and the feedback was very positive. As in previous years, a number of the papers will be published in a forthcoming issue of Legal Information Management.  The proposed French-Anglo socio-legal conference was unsuccessful in obtaining funding from either the JLS or Social & Legal Studies. However we hope that it will be possible to share expenses with the University of Kent and the University of Lyon and Emilie is pressing on with the organisation. The event will be in autumn of 2017 with a call for papers in spring and individual invitations before that. | | | | EC | |
| **4.4 LSA Mexico 2017** | | | |  | |
| No updates. | | | |  | |
| 5.1 Book prizes | | | |  | |
| RH confirmed that there were 29 entries for the book prizes.  Shortlist for Hart prize – Lizzie Barmes, Donatella Alessandrini.  Theory and history – Emily Grabham, John Harrington.  Early career - Devyani Prabhat, Sue Westwood.  RH to write to those shortlisted.  Committee will decide before conference on the winners. | | | | RH | |
| 5.2. Article prize | | | |  | |
| RosieH confirmed that there were 19 nominations for the 2017 Article Prize. 14 members of the Exec provided gradings of the articles. RoiseH thanked all who contributed to this process. Articles were graded using the REF scores of 1\*, 2\*, 3\*, 4\*. The number 0 was used to denote articles considered ‘not socio-legal’. The shortlisted authors are Carr, Crawford and Hunter. Executive members were invited to provided their rankings among these three. RosieH to contact executive members. RH to contact shortlisted authors. | | | | RH, RosieH | |
| 5.3 Contributions to the socio-legal community | | | |  | |
| Linda Mulcahy will be attending the conference to receive her award. | | | |  | |
| **5.4 Grants** | | | |  | |
| JG reported on the work of the grants sub-committee. JG to contact applicants.  It was AGREED to fund one PhD Fieldwork scholarship and one Small Research Grant.  It was AGREED to put online with permission from applicants examples of successful applications. | | | | JG | |
| **5.5 Seminar** | | | |  | |
| RosieH confirmed that there were 12 applications received for the seminar competition, which closed on 12 December 2016. She confirmed that the applications were currently being considered by the Seminars sub-committee (Sharon Cowan, Jonathan Garton, Maebh Harding, Rosie Harding (chair), Michael Thomson, Tom Webb). RosieH confirmed that the committee aims to make decisions by mid-February to enable these to be communicated to successful candidates by the end of February. Feedback is given to all applicants on this scheme, so the decision emails take a little time to send. | | | | RosieH | |
| **5.6 Research Training and Mentoring Awards** | | | |  | |
| Two applications were received and funds awarded. RH to send the details of the successful applicants to Marie, to be followed up for the newsletter in due course.  Next application deadline 1st Feb. | | | | RH, MS | |
| **6. Reforms to Legal Education** | | | |  | |
| Nothing new to report. | | | |  | |
| **7. The Legal Status of the Association** | | | |  | |
| There was discussion among the executive as to the most suitable legal status for the association going forward. It was AGREED to establish a working group on this after the AGM. | | | | RosieH | |
| **8. Next Meeting Dates** | | | |  | |
| The date for the post-conference meeting is Thursday 18th May. | | | |  | |
| **9. Any Other Business** | | | |  | |
| None | | | |  | |