

13 September, IALS, Russell Square, London, Room L103

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| **Present**Rosie Harding, Elen Stokes, Ed Kirton-Darling, Flora Renz, Rachael Blakey, Tahir Abass, Naomi Creutzfeld, Smita Kheria, Vanessa Munro, Jess Mant, Colin Moore, Ilke Turkmendag, Jed Meers, Smita Kheria, Antonia Layard, Marie Selwood, Maebh Harding, Amanda Keeling, Neil Graffin,   |  |
| **1. Apologies**Jen Hendry, John Harrington, Thomas Webb, Devyani Prabhat, Emilie Cloatre, Janine Sargoni, Roxana Dehaghani, Jess Guth, Diamond Ashiagbor. |  |
| **2. Approval of minutes**Agreed.  |  |
| **3. Officer Reports** **3.1 Chair’s report**A welcome was extended to Rachel and Tahir – our new PG representatives. Imogen Jones has stepped down, and there will be another representative asked to join to organise the Leeds conference. Congratulations was extended to Elen Stokes and a query was raised over who would like to be the new Treasurer. Vanessa Munro provisionally suggested she might take over from January. RH attended the AcSS CEO and Chair’s committee in June, where there was a very interesting presentation from Caroline Kenny, Social Science Advisor at the Parliamentary Office of Science and Technology (POST). Her presentation was founded on about how Parliament engages with research. Exec members are encouraged to read the report (available at: <https://www.parliament.uk/mps-lords-and-offices/offices/bicameral/post/work-programme/evaluating-the-use-of-evidence/>) which particularly highlights how academic research does and does not influence/impact parliamentarians.The Annual Law Commission-Law Learned Societies meeting took place on Thursday 14 June 2018. RH has been invited to speak to them about collaborating more. RH invited to do a lunchtime training sessions for the LC staff. RH asked whether anyone is interested in coming on 15 October. EKD agreed to go. SQE – EKD noted that Kaplan has been appointed as a provider and they are to discuss what is to be included by the end of the year. MOB was the contact for the change to SQE – RH asked whether anyone else would be interested taking this on? EKD agreed. It was noted that two people may be needed to take this on in the future.The membership database price has gone up – a decision was made by RH and ES to accept the increase in price, even though it is more than was initially anticipated. A cost/benefit analysis of the options was produced by Jed to support this decision.The annual ESRC/SLSA/JLS Socio-Legal Masterclass took place at St. Catherine’s College, University of Oxford from 3-4 September. This was noted to be an excellent event - interesting and engaging. Edward Elgar Encyclopaedia – the publisher has been contacted about our decision not to contribute to a socio-legal encyclopaedia. They are disappointed but are keen to move the project forward in other ways. Legal status of the SLSA - no progress on legal status working group due to accounts access issues. Dates and venues have now been agreed for the 2020 and 2021 Annual Conferences. These are: - Portsmouth University, 1 – 3 April 2020- Cardiff University, 30 March – 1 April 2021**3.2 Vice-chair**Bursaries for Wollongong conference Agreed to fund: Hambly, Nyhan, TsalapatanisNot agreed: Jumde, SongiAre we offering feedback? Yes, we will. Article prizes – we need some wording on the website to indicate that entrants must explain why their article should be considered for a socio-legal prize (see minutes from 18 May 2018 meeting). It was agreed that MS and JH will develop some wording which could be added to the website. **3.3. Treasurer (ES)**It was noted by the treasurer that finances are looking healthy.£59288.16 (main)£14483.51 (Lloyds)£16347.88 (PayPal)MOB has been through 8 of 9 security stages to access the money from PayPal, but this is yet to be resolved. It was noted that no money have been received from Bristol yet.RH has asked whether we have a separate pot for grants. There’s usually a pot of £25,000 for all the awards, then £10,000 for seminars.CM asked whether we should have a reserve figure – RH suggested we keep a year’s worth of expenditure which is about £50,000. ES will send through details of finances for AGM minutes. **3.4. Membership (MH)**Membership system is now up and running – we can send emails, text etc. We have moved away from having 1 July as the membership renewal date – we will have anniversary date. The system will allow us to delete members now. We do not have a current directory of members – this has been deleted as it was inaccurate. We hope to reintroduce this functionality in due course. We 886 members at the minute. It contains all the members marked as active on the old JOOMLA system on 25/5/2018 and everyone who has renewed by standing order since. We have 57 postgrads, 21 life members, 774 full members and 34 members now designated as ‘other’ who are paying the wrong membership fees (either £30 or £10).Now that we have dates in place we can track who has paid or not. It has been noted that 51 memberships are not traceable to an existing member – e.g. because bank references are vague. We have to email everyone to generate profiles for the new system. The decision has been taken that members of the executive will be test dummies. MH renewed 267 memberships from the July statement, mostly full members, so this appears to represent our core membership who pay by annual standing order.MH asked whether we should be sending e-bulletins to previous members or whether it should be tied to membership database? The e-bulletin list is currently taken from JISCMail. MS also asked whether we could keep some nominated members who have asked to join? These include important nominated members. JM suggests that we do not pull from the JISCMail list and just start again with a new membership database, but we may wish to advise JISCMail before doing this. CM asked whether that would stop conference advertising. After some discussion the following was agreed: * Delete JISCMail
* Keep separate list of nominated members
* E-bulletin members only
* Advise JISCMail list

RH suggests that we need wording of ‘if you have paid us and you still are not receiving e-bulletin then contact us’. MS and JM to follow up. JM asked that we minute a huge thanks to MH for contributions in getting the new membership system up and running.  FR asked: can we pull off analytics from the database? MH suggested would could do this in a year and this can extend to location MH suggested that we do not keep data on gender (agreed – we do not do that currently anyway). MH suggested that we will be in a better place to understand analytics and where we are next July with regards to our membership. **3.5. Recruitment (FR)**FR suggested that she will talk to AK about recruitment advertising for the Leeds conference. FR queried whether we should be providing advertising through other conferences. MS said that we sent recruitment flyers to seminars. FR asked whether anyone else has any ideas about recruitment for the future?MS queried whether we should be doing something for Wollongong – agreed that we could do get the bursary recipients to take flyers.SK suggested we send something (e.g. flyers) to PGR co-ordinators for PhD students in various universities.SK suggested that we could advertise to the Scottish Graduate School for Arts and Humanities. SK will send contacts to FR.RB suggested that we could have a general postgrad drive – and to also to advertise Warwick conference in advance. FR to contact. **3.6. Newsletter and Web Editor (MS)**Newsletter going fine – loads of material coming in and the website is working well. * print run: approx 800 for mailing list (tbc when new database up and running) pdf to JLS for inclusion as e-insertpdf to overseas members
* 15 editorial pages
* page 16 Leeds 2019 ad
* no inserts yet booked.

**3.7. PG Student Representative (TA and RB)** RB and TA have compiled a list of relevant sources for postgrads and have put them on to the mailing list. TA will speak to AK soon about PGR activities for the Leeds conference.RB said that it would be good to help to encourage PGRs to the ECR event (this may become a joint event – see below). JMa asked whether TA and RB are going to the PGR conference in Warwick – it was confirmed that will be the case.**3.8. Webmaster (JM)**JM confirms the membership list now exists. JM did not want to replicate much of what is in MH’s report. A few points from his own report:1. There will be a new area for members to login to update their account details/contact preferences/etc, This will be at: membership.slsa.ac.uk.2. The new membership database does not – as things stand – feed into a new expertise directory. This is possible with the new system, but I do not propose reintroducing this until further down the line.3. The joining form, member’s area, and the membership database itself are all hosted separately to the main website. This is both for security reasons (the separate hosting has additional security features and its own SSL certificate), and to provide more flexibility for the subscriber CRM developers than was possible using our current host.**3.9. International liaison (SK)**SK has nothing to report. RH suggested it might be worthwhile keeping track of NC, EKD and others going to the Law and Society conference in Washington. Agreed to revisit in January. SK asked whether the Law and Society conference will go in e-bulletin. MS confirmed that it will. **3.10. Social Media (JMa)** As of 4th Sept, the Association has:* 3485 followers on Twitter
* 1072 likes on the public Facebook page
* 1085 followers of the public Facebook page
* 933 members of the closed Facebook group

The majority of engagement with the association is on Twitter, and this is particularly useful for cross-promoting the SLSA blog and PGR activities via the PGR reps on twitter. JMa encouraged us to tag and hashtag more for our different events. JMa will make a list of hashtags.**3.11. Publisher’s liaison (NC)**NC notes that things are going well and we are working to get OUP back on board to attend our conferences. NC – should we get funding bodies interested in attending our conferences? RH suggests this would be a good idea. It was asked whether this could this be someone there to talk to on the day of the conference if an interested attendee wanted to speak to them, or someone to give a talk? NC to look at this and report in JanuaryNC – to contact funding bodies. AK to work out in separate slot in the programme for funding bodies. **3.12 DP report (CM)**CM states that we need to sort out our membership system and then work to making sure what we have an all-encompassing DP system. He states that we are complying with DP, but we may need to do more. CM to ask someone else to come on board who is an expert on DP.  | VMALLEKDEKDMS/ JHES MS/JMFR/AKALLFR & bursary winnersFRSK/FRFRMSJMaNCAKCM |
| **4. Conferences****4.1. a. Bristol 2018 (AK)**Budget – AK noted from the outset of the discussion that PGR figures did not include dinner so the numbers for the budget need to be reworked to account for this (it was noted amongst members that this is important because universities may be unwilling to pay for PGR dinners). It was agreed to knock-out early one day registrations from the budget, as we have not traditionally had these. CM – do we need an early bid fee? Agreed, yes. CM – have we set a date for the end of the early bird fee? Yes, one week after abstracts have been accepted. AK – we need to change budget – once we change figures do we need exec agreement? Agreed Chair’s action will be fine. RH – does the PGR fee include accommodation? AK – No. There were some concerns raised by RB and TA about the postgraduate fee going up. RH suggested that postgrad fee should go down by £25. It was also agreed to move to lecture hall for plenary, rather than use Great Hall which brings cost down meaning that we do not have to put fee up for ‘ordinary’ (non-PGR) delegates. RH suggests that we should think of means to reduce fees elsewhere. RH will liaise with AK concerning this. 35 streams have been contacted by the Leeds conference organisers – not all have come back to AK. AK has had people email asking about starting streams and we are at capacity. RH suggested that people can apply to run topics, but we would need reasons given as to why we should have new topics. We can then consider applications for streams the following year. CM – asked to be put down as convenor for his co-convened stream. AK asked that in relation to the criminal justice stream, can someone else take over from a convenor as the two current convenors are unable to move it forward? RH explained that this will have to go through old stream convenor. RH suggested that if topic convenors want to become stream convenors they need to go through RH. RH suggested that someone might look at previous programmes and see if there are some streams with small numbers. CM agreed that he will look at the last three years. AK suggested people will be encouraged to merge.There was a discussion of the band and AK suggested that the band will play two sets with break. The venue will be in the students union so if people want to chat they can move elsewhere. CM – will we avoid background music during the meal? AK will follow up. RH - wine included in dinner? AK states half a bottle each. AK states that we will be in central campus; we will have 10 students to help at any one time.RH – what is the range of cost for hotels? £57 - £135. There are also lots of B&Bs in Headingly. AK suggested that there will be a list of accommodation provided. There are also lots of Premier Inns in Leeds but there are no preferential rates offered to the conference organisers. AK – do we know where we are with the sponsorship of the poster competition? NC to check. RH – can we get publishers to sponsor tote bags? £5 each seems a lot. NC to check. MS – asked whether she could liaise with AK over details of the conference for the newsletter. AK – sculpture park - £5 each – RH asked if there will be a cost if no one turns up? AK to checkRH – could we cut the Twitter wall and cut cost? Agreed to cut. It was asked whether the PGR and ECR sessions could be held as as one event? It was agreed to revisit in Jan.**4.1. b. Future conferences (JH)**Portsmouth University, 1 – 3 April 2020Cardiff University, 30 March – 1 April 2021**4.2. Postgraduate Conference (VM)**VM has gone back to look at what was done previously in the PG conference. Others have been contacted to do sessions and have agreed. RH – question of whether there are thoughts about diversifying programme? RB suggested doing a session on the PhD in general. RH – asked whether we should get rid of the supervising your supervisor session? It was agreed that we should reformat it. AL - Suggestion of role-playing the presenting works at conferences. Agreed to put into split group session. AL will lead on this (e.g. long talks, bad questions, lengthy questions). AK – could this be done as forum theatre with a pre-determined script with interventions? AL will see if she can do this.VM suggested that she might have a suggestion about who could facilitate role-playing– RH asked about cost and asked VM to investigate. ES – asked to confirm payment issue – ES will make sure there will be plenty of cheques available for PGR students. Cheques will be used. VM to go back again to make sure all is in hand. **4.3 One Day Conferences (RH)**Law Commission joint event – registration free £50 pp and discount for members (IALS). 11 June is confirmed date. Each of the learned societies will put money in to cross-subsidise. Format: some plenary sessions, keynote (Lady Hale), two workshop sessions in breakout groups, workshop on communicating to Parliament; good pathways for impact proposals in grant applications etc. EKD – asked whether it will be first come first serve? RH explained, yes, 100 max. There have been two one day conference proposals: German SLSA – Jan 2019. It was agreed we will contribute £2000, as this is in line with the French event, and reflects our commitment to remaining in open dialogue with EU scholars post Brexit.Antonia Layard and Dave Cowan have proposed a conference ‘Rich Law, Poor Law’. This will be held in September 2019 at the IALS. This is being self-funded and the request is that we underwrite the conference. Agreed OK. MS to send logos to RH for both.**4.4. ANZLSA Conference December 2018 (JH)**See above. | AKRH/AKAK/CMCMAKAKNCNCMS/AKAKAKALVMVMMS |
| **5. Prizes and Competitions** **5.1. Book and article prizes (RH)**Deadline coming up (30 September). Everyone has to read the articles.**5.2. Contributions to the socio-legal community (RH)**One nomination has been made for two people – Fiona Cownie and Tony Bradley. Phil Thomas is the nominator. This was agreed. **5.3. Grants (JG)**The invitation for grants is now available – deadline 1 Oct 2018. **5.4. Seminar (JHa)**The invitation is open and the closing date is the 10 December 2018. **5.5. Research Training and Mentoring Awards (RH)**One mentoring award was made in June – Laura Walker (UWE) was awarded £230 for a mentoring visit to the Portsmouth University.RH asked to chat to networks to ask whether we could do different things for ECRs and MCRs. MH suggested that finding mentors is a problem – flag as a substantive discussion for next time.  | ALLALLNG |
| **6. REF consultation response**Thank you to JH, VM and AL for volunteering to contribute to a collective response to the REF 2021 Consultation. RH has asked for two or more volunteers to help with the further responses. CM, EKD and FR put names forward. RH – any other issues with REF? No.  | JH, VM, AL, CM, EKD, FR, RH.  |
| **7. Any other business?**No.  |  |