

***SAR Executive Board Meeting # 20-03***

***MINUTES***

**Date & Time:** 05.06.20 – 10:00-18.00  
06.06.20 – 10:00-13:00

**Location:** Online by Zoom – With breaks approx. every 50 min.

**Present:** Deniz Peters, Geir Strøm, Jaana Erkkila-Hill, Ang Bartram,  
Michaela Glanz, Chrysa Parkinson, Gabriele Schmid and  
Johan A Haarberg

**Next meeting:**

**Location:** Online by Zoom

**Time:** 07.07.20 – 10:00-13:00

**Friday – 05.06.20 – 10:00:**

**1. Welcome and Approval of Agenda**

The agenda were agreed, without any adjustments.

**2. Endorsed Minutes Last Meeting**

The minutes from this meeting had been distributed before, no comments have been received and the minutes are by that endorsed.

**3. Information**

There was a joint exchange of information and updates on issues regarding artistic research and organisational matters from all present.

**4. Action Plan**

- Updates
- Delivery

The Action Plan will be re-activated after this meeting

**5. Finances**

- Preliminary Financial Report 31.05
- List of unpaid memberships

The Treasurer and Ex.O presented the preliminary accounts from 31.05.20.

A revision of the budget had been considered, but due to the uncertain situation regarding travels this coming autumn, the budget stays as endorsed at this stage.

The Ex.B took the report into account.

**6. Members**

**a. Institutional Members**

- Status report
- Recruiting Activities Ex.O – *Attachment # 6*
- Potential for Recruiting Activities Ex.B Members

The Ex.O reported on recent recruiting activities based on on-line communication. As a result of this, the EX.B could welcome Ladislav Sutnar Faculty of Design and Art, University of West Bohemia, Plzen and MIVC – Master Institute of Visual Culture, Avans University of Applied Sciences, 's-Hertogenbosch as new portal partners, as well as School of Film, Music & Theatre, University College Cork as new institutional member.

**b. Individual Members**

- Status report
- Ideas for Recruitment/Community Building

Only a few new individual members have requested membership since the conference in Bergen was cancelled, and the total number of members this year is comparatively low.

How to strengthen the community building for new members was addressed during the strategy discussions on the second day of the meeting.

## 7. SAR Conferences

- SAR Conference 2020
  - Status Report
  - Further Actions

The Treasurer and Ex.O have had initial talks with the leadership in the KMD Faculty in Bergen on potential actions to use the gathered material from the conference preparations. Based on the discussions in the meeting, a proposal on how to move forward will be presented to our host.

- SAR Conference 2021
  - Status Report and Options
  - Draft Call

The SAR members of the Conference Committee presented status and the draft call. Decision has been taken to invite for an on-line conference only. Some language adjustments were provided for the call.

- SAR Conference 2022
  - Status Report
  - Revised Draft Agreement
  - Updated Conference Brief
  - SAR Conference Committee Members

The draft agreement should soon be ready for signing, and the Ex.B confirmed that the dates for the conference should be 30.03-02.04 2022. The Conference is planned to take place in Weimar. The Ex.B appointed Jaana Erkkila-Hill, Chrysa Parkinson and Johan A Haarberg as the SAR Conference Committee members

- Future Conferences

This point was not discussed and referred to future strategy discussions.

## 8. General Assembly 2021

- Change to Online Format – Legal Aspects
- Date and Time
- Information to the membership

The Ex.B plan to call the next GA as an on-line event on the day after the Vienna Conference. Before informing the membership on this, the Ex.B asked the Ex.O to confer with our Swiss lawyers on any legal matters to consider for this solution.

## 9. RC + Portal Partners

- RC Development Status
  - New Web Site Layout / New RC Intro Text
  - Revised Portal Partner Intro Text
  - Renewal of RC Server Hosting Agreement with KTH

The Ex.O informed on the ongoing work regarding RC monitoring and developments, including a request from NTNU for using their university standard log-in also for RC, a request from Aalto regarding the potential integration of their journal into the RC and a request from Leiden regarding connection to their university repository.

The Ex.O has also negotiated the renewal of the RC server hosting for the coming seven years. A need for more tutorials was discussed, and NARP will create two RC users' webinars the coming autumn that also will be available for all RC users.

- Draft Agenda June Online Meeting

The Treasurer and the Ex.O informed of the plan for the next Portal Partner Meeting, which will be on-line, and a new scheme for special focusing events in-between the regular meetings.

- Status Report RC Module Development

There is progress according to plan for the RC Module Development, with first module planned for launching mid-July.

- Endorsed Portal Partner Pricing Policy

The endorsed policy has been distributed to the new Ex.B, and the first new portal member under the reduced fee for certain European countries has been signed up.

## 10. Funding Agency Seminar – Autumn 2020/Spring 2021

- Next Seminar – Preliminary Plans

The Arts and Humanities Research Council in UK may take on the hosting for the next seminar in spring 2021. Some initial plans for topics were discussed.

## 11. JAR

- Roles and Responsibilities between Ex.Board<>Editorial Board  
*See also Annual Report 02/20 –Basecamp 24.04.20*

- Publishing Regularity

The division of roles and responsibilities between the Ex.B JAR and the Editor in Chief/Editorial Board was introduced and commented, as well as the balance between annual costs in relation to the clear aim of three issues published per year.

The Ex.B wants to keep up the regular exchange of views with the Editor in Chief.

- Creative Commons Licenses Demands for DOAJ Journals

It has been established that by use of any of these licenses, a journal may be listed as a DOAJ Journal.

## 12. Partnerships + Networks

- European Networks for Joint Position Paper on Artistic Research  
Endorsement of the *Vienna Declaration on Artistic Research* and further actions

The Ex.B endorsed the last distributed version of the Declaration and support the further steps to secure recognition of artistic research in relation to the Frascati Manual.

- Policy on Partnership ELIA and others  
This was referred to a later meeting.

- Information on the Erasmus Supervisor Project  
The project has just arranged a webinar on on-line supervision.

## 13. Further SAR Activities and Events

- SAR Academy – Special Interest Group  
- Status Report

A need for revitalisation was identified and referred to the strategy sessions.

## 14. Announcement Services

- SARA Status Report

There has been an increase in use of the service during the last month, but the activity is still lower than at the same time last year.

## 15. Documentation and Communication

- Status Website Updates and Content
- Social Media
- Annual Adjustments Wikipedia Entry

There was recognition of a need for reconsideration of how the SAR website should present the organisation. Work groups was set up to look after this, as well as the handling of different social media.

## 16. Newsletter

- Next Newsletter – Updates / Date of Publication

The Newsletter should be launched after the call for the Vienna Conference has been sent out, preferably in late June, and the areas for content identified.

### **17. Executive Officer – Prolongation**

Before the meeting, the Ex. Officer's task description and agreement had been distributed. The board expressed a warm *thank you* to the Ex.O for his work and agreed to prolong the agreement. The following decision was made:

*To secure the daily operations of the organisation, within a short- and mid-term perspective, the Ex.Board decides to prolong the current Ex. Officer's position for two years from 01.07.20 onwards, and delegate to the presidential team to provide the conditions for this agreement. This should be based on the conditions established in the previous agreement. However, included in the arrangement should be, that – from 01.07.21 onwards – both parties can terminate the agreement with a three-month notification, applicable from the first day in the next calendar month.*

*Within one year from now the Ex.Board will – in co-operation with the Ex. Officer – examine which organisational and financial conditions have to be established to secure a long-time professional backbone support for our organisation. This process shall point out recommended aims and actions to reach this goal, as well as indications of the required competences, skills and anticipated work load and – if needed – distribution of tasks.*

### **18. Next Meetings**

- 07.07 – 10:00-13:00  
Online by Zoom
- 01.10.20 – 10:00-18:00 / 02.10.20 – 10:00-16:00  
Online by Zoom
- 11.12.20 – 10:00-18:00 /12.12.20 – 10:00-16:00  
Vienna – Venue to be confirmed

### **19. Any other Business**

There were no issues under this agenda point

The Ex.B also dedicated most of the second day for discussing future challenges for the organisation, and this will be taken further in similar strategy sessions in later meetings.

Bergen, 05.06.20/11.06.20 – Jaana/Johan

Endorsed 22.06.20.

Deniz Peters (sign.)  
President

Jaana Erkkila-Hill (sign.)  
Secretary