

Chair's Draft



MINUTES

Southeast Asian Art Academic Programme (SAAAP) Programme Board

Meeting 43 (2019-20)

10.00-12.00 | 11th June 2020 | Virtual

Membership	
Tamsyn Barton (TB)	Chair of Programme Board
Valerie Amos (VA)	SOAS Director
Shane McCausland (SM)	Head of School of Arts
Mulaika Hijjas (MH)	Lecturer in South East Asian Studies
Heather Elgood (HE)	Course Director, Postgraduate Diploma in Asian Art
Suzanne Rushforth (SR)	Philanthropy Manger (Art & Collections)
Programme staff	
Alan Goulbourne (AG)	Programme Manager
Apologies	

Agenda item.	Agenda Item and Notes
1	Welcome:
2	Previous minutes and actions (TB) Item 4 – amend to read... ‘no further PhD students funded by Alphawood beyond 2023/24’. Item 6g – replace Cambodia with Malaysia. The minutes were approved. All actions complete.
3	Chair's Report (TB): TB suggested the order of the agenda be amended to so that Item 4. – SOAS: Alphawood Foundation: Phase II Proposals be dealt with first – as VA had to leave at 11.00am.
4	Director's Report (VA) – Update: SOAS: Alphawood Foundation: Phase II Proposals VA reported that she had received the revised Deed of Gift as well as the updated Phase II proposals, following the consultation with the programme sub-boards. The

	<p>process had taken longer than expected but it had been thorough. Now she would send these over to Alphawood and hoped to discuss them as soon as possible.</p> <p>VA also informed the Board that she had alerted Alphawood to SOAS' financial position and the Transformation and Change programme that was underway to counter the challenges now facing SOAS, which were common to many higher education institutions in many different countries.</p> <p>VA would be considering how best to hand over the relationship with Alphawood to her successor. Meanwhile, she would make an introduction to Graham Upton, the interim Director.</p>
<p>5</p>	<p>SAAAP - Finances 2019-20 (AG) Appendices 01 and 01.1</p> <p>AG updated the board that the capital value of the endowment funds had declined in value from £12.7m at the start of the current financial year to £11.9m at the end of April 2020 (a fall of about 6.5%).</p> <p>The time-limited funds were winding down as projected at the last meeting – with some small balances likely at the end of 2019-20 for use in Phase II. Formal approval from Alphawood had been obtained for the limited virements of surplus revenue from the Chair in Tibetan and Buddhist Art fund to the time-limited Administrative post account to enable an extension of the Programme Manager's position to end July 2020.</p> <p>AG also updated the Board on projections for the Scholarships Fund across all the current Alphawood scholarship agreements, the last of which will end in 2023/24. While the present balance covers all forecast expenditures, with a small balance of £26k, there are risks associated with the fund, particularly around the impact of Covid-19. For instance, the cost of students' flights home are being quoted as double what is budgeted in the fund - and where term times have been extended it has been necessary to extend students accommodation contracts at an additional cost. AG said the balance was probably sufficient to cover these risks but close monitoring of the fund would be required.</p> <p>The impact of the proposed delivery of programmes online in Term 1 of 2020/21 was also relevant here. If some Alphawood students chose to remain in their home country and study there, consideration should be given to adjusting stipends accordingly as no accommodation in London would be required.</p> <p>VA said that SOAS' policy was to encourage international students to study in London in 2020/21. Besides the attraction of London, SOAS campus would be open with social distancing measures in place, providing an environment that complies with all aspects of public health and advice. This would enable students to access to facilities and support, including: SOAS Library; study spaces with WiFi; printers and scanners; support and guidance on fees and funding; student accommodation; and in-person appointments with academics. TB observed that in-person interaction with the Programme Office would also be important. Alphawood scholars should therefore be encouraged to study in London rather than at home.</p> <p>On the issue of charging full economic costs (Total Returns Approach) for the endowed posts, VA explained that her view based on recent interactions that SOAS should not approach Alphawood on this issue until the timing is right. Most likely this would be 2-3 months after resolution of the Phase II proposals and should be raised informally at first. This was agreed.</p>

<p>6</p>	<p>Academic Support Fund: Updates, Reports and Applications</p> <p>a. UPDATES - Ongoing Projects (AG)</p> <p>No significant developments to report since the last Programme Board on 11 May.</p> <p>b. REPORT – SAAAP070 CSEAS-SAAAP Research Event Series 2019/20 (SM) Appendix 02</p> <p>Members noted the report. The impact of Covid-19 had caused the final event to be postponed and a corresponding underspend on the budget.</p> <p>c. APPLICATION – SAAAP087 – CSEAS-SAAAP Research Event Series 2020-23 (SM) Appendix 06</p> <p>Members considered the Research Event Series to be a valuable asset to SAAAP and the School. It attracted prestigious researchers whose insights fed back into the research themes of both the programme and the school - as well as its teaching. It provided a platform for students and alumni to become involved in the events and it furthered links with other institutions. The series was valuable in positioning both SAAAP and the school as a leading institution in the field.</p> <p>Members welcomed the prospect of embracing digital or blended delivery of events as an exciting option alongside face-to-face. It was agreed that this should be encouraged wherever possible.</p> <p>In discussion, it was agreed that the 3 year application was acceptable in principle on condition that: annual reports be provided to the Programme Board, so that adjustments to budget or plans could be made if necessary, and annual underspends would not automatically be carried over into the next year.</p> <p>Approved – subject to the conditions above.</p> <p>Action – AG to amend the SAAAP Application Form to capture digital and/or blended delivery.</p> <p>d. APPLICATION – SAAAP088 – SAAAP Postgraduate Internships 2021/22 – 2023/24 (SM) Appendix 04</p> <p>Members welcomed the application and considered internships to be an invaluable activity that provided excellent development opportunities for scholars – and helped cement relationships with external organisations. The prospect of virtual internships with overseas institutions was particularly welcome.</p> <p>SM re-assured the Board that the initiative was not dependent on individuals and there was sufficient capacity within the school to cover any risks.</p> <p>Approved</p>
<p>7</p>	<p>AOB</p> <p>SM raised the issue of the Chairing of the SAAAP Research and Publications Sub-Group for the duration of Professor Thompson’s sabbatical. After further consultation with Professor Thompson on the issue, they had agreed that Christian Luczanits should chair instead of SM, as previously agreed.</p>

	<p>Members accepted this proposed change and reiterated their support for representation of the Pratu editorial team and of the CSEAS Research Series on the Research and Publications Sub-Board.</p> <p>SM announced that Malcolm McNeil had been appointed as HE's successor and was expected to start late June 2020.</p> <p>Malcolm would join the Outreach and Scholarships sub-groups as a member of both. HE would continue as a member of the SAAAP Programme Board. She would also remain on the Outreach Sub-Group during her transition year.</p> <p>SM explained that if the Phase II proposals were successful then an administrator would be recruited to the SAAAP Programme Office on a short-term contract, funded by the release of funds following AG's 0.4 FTE secondment to the Transformation and Change programme for up to 6 months. This would help the SAAAP office provide a supportive relationship with the future Alphawood students.</p>
8	Date of Next Meeting – 5 November, 2020.

SAAAP Project Board Actions 2019-2020

Action	Added	Action Points	Deadline	Owner	Complete?
168	7/05/2020	AG to draft proposals for consultation with the various SAAAP sub-boards (late May).	ASAP	AG	Complete
169	7/05/2020	AG to revise proposals in the light of the consultation and clear with the Programme Board – either by email or at the next Programme Board (whichever is sooner).	ASAP	AG	Complete
170	7/05/2020	AG to work with SR to amend the Deed of Gift as appropriate for Alphawood's consideration.	ASAP	AG	Complete
171	11/06/2020	AG to amend the SAAAP Application Form to encourage digital and/or blended delivery of activities.	ASAP	AG	Complete