

Southeast Asian Art Academic Programme (SAAAP) Project Board
Minutes: 27 June 2017 (Meeting 27)

Membership	Dr Tamsyn Barton	Chair
	Professor Anna Contadini	Head of Department (School of Arts)
	Dr Heather Elgood	Course Director (Diploma in Asian Art)
	Matt Gorman	Director of Development, Alumni and External Engagement (DAEE)
	Dr Ben Murtagh	Senior Lecturer (Indonesian and Malay)
	Liam Roberts (Secretary)	Project Manager
In attendance	Baroness Valerie Amos	SOAS Director

Purpose: To manage and oversee the delivery of the Southeast Asian Art Academic Programme (SAAAP) funded by the Alphawood Foundation.

Agenda item.	Agenda Item and Notes
1	<p>Previous Minutes</p> <p>The minutes of Meeting 26 (23 May 2017) were agreed as accurate.</p>
2	<p>Matters arising</p> <p><i>Eligibility of Academic Support Fund applications</i></p> <ul style="list-style-type: none"> TB reminded all Members that the applications to the Academic Support Fund that were received and reviewed at Meeting 26 (23 May 2017) had not been approved at that meeting, pending further analysis and discussion as to whether the SAAAP remit was deemed central to these applications. Upon further discussion, it had been decided not to approve these submissions as written. This resulted in SAAAP035, 036 and 038 deemed ineligible for funding until they could be redrafted, and that SAAAP037 was deemed ineligible for funding as the timeframe was retrospective by the time the Board met to discuss in person.

	<ul style="list-style-type: none"> • TB noted that decisions surrounding the eligibility of Academic Support Fund applications must be taken cautiously and prudently, and that, where applicants who have been turned down are able to incorporate feedback into redrafts that address the SAAAP remit explicitly, it would be possible for the Project Board to reconsider. TB also noted that a number of applicants from Meeting 26 had since asked for guidance on redrafting their applications, and that one redraft had already been received and would be reviewed at this meeting. • BM thanked TB for this update, and noted that decisions on the Academic Support Fund must always be taken prudently, in good time and with a view to providing constructive feedback to applicants where required. This was agreed by all. TB further concurred that discussion surrounding applications to the Fund had been constructive in further specifying that the Deed of Gift should continue to be consulted as a form of guidance in future discussions surrounding new applications. <p><i>Freedom of Information (2017)</i></p> <ul style="list-style-type: none"> • TB also updated the Board as to the status of an FOI request lodged in May 2017 requesting detail on Scholarships selection processes, with the Scholarships Sub-board having completed and submitted responses to the Information Compliance Office as requested. Information Compliance have since collated, redacted and submitted its dossier to the enquirer in good time. It was noted that the dossier included all relevant correspondence from amongst the Scholarships Sub-board that could be retrieved as well as all pertinent detail on the selection process.
3	<p>Update on discussions with Alphawood Foundation (Standing Item)</p> <ul style="list-style-type: none"> • MG reported that Alphawood are keen to see SAAAP develop its marketing and publicity strategies for the coming year, including as regards student recruitment but also as regards promoting the positive impact the Programme has for Scholars individually and in the field more widely. It was agreed that LR would be working closely with MG and with the Student Recruitment and Marketing team to develop new materials, and that the Outreach Sub-board was actively developing promotional drives in-region to build SAAAP visibility. • VA noted that the impact of SAAAP is widely felt in-region, recalling from recent visit to Southeast Asia that both the Programme and SOAS enjoy a positive reputation through the work that it has been leading on. All agreed it will be important to communicate this impact externally.
4	<p>Funding applications</p> <p><i>FUNDED ACTIVITY REPORT: SAAAP027 (CSEAS-SAAAP Seminar Series 2016-17)</i></p> <ul style="list-style-type: none"> • BM presented the Funded Activity Report for this project, which will have concluded by 4 July 2017 with the delivery of the final lecture in the planned series. All were happy with the Report and with the work delivered through this Project. The project was considered successfully concluded. <p><i>SAAAP039 (CSEAS-SAAAP Seminar Series 2017-18)</i></p> <ul style="list-style-type: none"> • BM presented this proposal on behalf of the Research and Publications Sub-board, noting that SAAAP027 had been regarded as successful, and that the renewed application would build on these successes. • All concurred, with TB noting that, through this proposal but also in general terms, there is good opportunity for SAAAP and CSEAS to build on a positive and collaborative relationship in areas of shared interest and to consider ways we can jointly support initiatives that benefit the field, whether led by the Centre or the Programme. BM and LR concurred that this is already happening to a

degree, with promotion of events and lectures being delivered through both SAAAP and CSEAS communication channels, and that we would seek further opportunities to support each other's work over the coming year. All agreed. **The proposal was approved.**

SAAAP037 (Postgraduate internships)

- BM presented this proposal, resubmitted in the updated and appropriate form, noting that the Project Board had previously approved this proposal in principle. It was agreed that all candidates for these internships would be compiled by the Research and Publications Sub-board and shared with other Sub-boards before final approval.
- **The proposal was approved.** Please note that this project has been assigned the reference SAAAP037, replacing a previously turned down proposal under this reference.

SAAAP038 (Paris-Amsterdam Study Tour)

- BM tabled this proposal on behalf of the Research and Publications Sub-board, proposing an expanded Study Tour in 2018, which builds on the itinerary and the model used in previous years, but also takes in prominent Indonesian collections in Amsterdam and Leiden. LR further noted that this proposal also presented two potential budgets, one which would accommodate non-Alphawood self-funded participants (such as MA and PhD students studying Southeast Asian art and archaeology) and one which would include and fund the participation of non-Alphawood Scholars as well. The latter budget was proposed by the Research and Publications Sub-board as a means to develop the Study Tour model as a potential SOAS module in future, which would be open to both Alphawood and non-Alphawood Scholars.
- TB noted that the expanded Tour to involve Amsterdam sounded very valuable, and the itinerary and programme for this Tour should be recommended for approval. All agreed. It was also agreed to defer to the Donor to verify whether a budget that also included non-Alphawood Scholars would be acceptable. On that basis, **the project was approved**, with the exact budget to be approved upon further consultation with the Alphawood Foundation.
- **NB:** This consultation took place the week following Meeting 27, and it was agreed that SAAAP would be eligible to proceed with the budget and model that includes non-Alphawood Scholars on the Study Tour. It was agreed that all participants must have an explicit interest in field and to be able to demonstrate through a formal application process how participation on the Tour will benefit their studies.

SAAAP040 (Support for Scholar paper delivery at EuroSEAS Conference)

- BM presented this proposal on behalf of Alphawood MA Scholar Eko Bastiawan, who has had a paper accepted at EuroSEAS 2017, and is seeking support for travel and accommodation costs. **The proposal was approved**

SAAAP041 (SAAAP Publicity and Book Launch [FY])

- AC presented this on behalf of Farouk Yahya, who has proposed undertaking a series of events, talks and promotional activities in the Southeast Asian region (in particular in Malaysia and Singapore) in July 2017. These events would partially concern promotion of the *Arts of Southeast Asia from the SOAS Collections* publication which he edited and was supported by SAAAP, and also to raise awareness of the programme more generally, to promote the Alphawood Scholarships amongst prospective students in-region.
- TB and all agreed that more promotional and publicity activity should be encouraged to help to make heighten understanding and visibility of the work that is carried out through the Programme. **The proposal was approved.**

	<p>SAAAP042 (SAAAP Publicity and Student Recruitment [LG])</p> <ul style="list-style-type: none"> AC presented this presentation on behalf of Lia Genovese, a SOAS alumni in Southeast Asia who has proposed to undertake a SAAAP and Alphawood Scholarship promotional drive in Southeast Asia (in particular in Thailand and Laos) during September 2017. It was agreed that further marketing materials that are under development should be distributed to her in good time to support her work. The proposal was approved <p>SAAAP043 (PhD Field Work [MBW])</p> <ul style="list-style-type: none"> BM presented this proposal on behalf of Miranda Bruce-Mitford, which constituted a redrafted proposal that took account of the feedback provided on her previously turned-down proposal. TB and all agreed that the redrafted proposal had a much clearer focus on issues central to the SAAAP remit, in particular the more articulated focus on the study of the objects of antiquity themselves rather than the legacy of their acquisition, collection and trade by colonial actors. The proposal was approved.
5	<p>Finance update</p> <ul style="list-style-type: none"> LR presented a financial update, focusing on balance of funds between cost centres and within the Academic Support Fund itself. Regarding the cost centres, LR reported that transactions across the Financial Year have been interrogated for accuracy in coding and categorisation, and that a number of transactions have now been reallocated to correct cost centres and account codes to ensure consistency in our financial management. As a result, the balance of funds in CAL1 (Scholarships) is £1,820.22 higher than previously reported; the balance of funds in CAL3 (Related Costs and Outreach) is £4,504.56 lower than previously reported; and the balance of funds in EAL4 (Academic Support Fund) is £2,684.34 higher than previously reported Regarding the Academic Support Fund, LR reported that a total funding commitment of £52,574.56 had been made to projects funded through CAL3 (Related Costs and Outreach), while a funding commitment of £97,847.09 had been made to projects funded through EAL4 (Academic Support Fund), including £37,323.09 expended so far this Financial Year, and with further funding commitments falling across multiple years.

6	<p>AOB</p> <ul style="list-style-type: none">• AC noted that Timon Screech will be replacing Shane McCausland in the Research and Publications Sub-board, as the latter takes up tutoring responsibilities in the coming term.• LR proposed establishing dates for a virtual Board Meeting in August in order to review any pending proposals over the summer. It was agreed that a virtual meeting should be held, potentially with documentation distributed electronically at the beginning of August and all decisions requested of the Board to be reached by mid-August.• Action 135: LR to establish dates for virtual Project Board meeting in August
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SAAAP Project Board Actions 2016/17

No.	Agenda Item	Added	Action Points	Deadline	Owner	Complete?
135	6 (AOB)	27 June 2017	LR to establish dates for virtual Project Board meeting in August	ASAP	LR	Complete