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Southeast Asian Art Academic Programme Project Board (SAAAP)

Minutes: 26th January 2017 (Meeting 24)

Present: Dr Tamsyn Barton (TB)
Professor Anna Contadini (AC)
Dr Heather Elgood (HE)
Matt Gorman (MG)
Dr Ben Murtagh (BM)

Norradean Amorra (SG) (Secretary)

In attendance: Baroness Valerie Amos, Dr Ashley Thompson, Zoe Woodward

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.	<i>Apologies for Absence:</i> None.
2.	<i>Actions and Minutes of the last meeting:</i> The minutes of the meeting held 15 th December 2016 were agreed as accurate. Updates on Action Points: ACTION 127 In-region graduation ceremony. Under discussion at Scholarship Sub-Board ACTIONS 128 and 129 Recruitment of Project Administrator. Under way. ACTIONS 126 and 130 Add a point in the proposal form to ensure impact is identified. Add boxes to funding proposals for Application ID number and make sure applicants complete them. . Completed

3.	<p><i>Update on Alphawood Foundation</i> (standing item) (MG)</p> <p>Positive weekly discussions with the Donor had continued. The commitment from the Donor was considered to remain good, as illustrated by the likelihood of funding for the Diploma Programme.</p>
4.	<p><i>Research & Publications Implementation Plan</i> (for discussion) (BM)</p> <p>The implementation plan (a work-in-progress) had been drafted by AT following Sub-Board discussion with the objective of creating a 3-year line of sight. This was a chance to have a sense of the ideas which would be turned into funding proposals for the next SAAAP Board</p> <p>There had been encouraging discussions with NUS (National University of Singapore) about a research publication series. The cost would probably be in the region of £10-15k per year, for one or two volumes per year, depending on the picture content. The series would ideally be launched in 2017, with the first publication in 2018.</p> <p>There were also plans for an online journal run by PhD students, with some of the publications possibly in languages of the region. The content of the series and the journal would be firmly focused within the aims and objectives of Alphawood's support to SAAAP.</p>
5.	<p><i>Internship Bursaries Proposal</i> (for discussion) (BM)</p> <p>This outline proposal was put up for discussion before being fully developed, in order to get the Board's steer;</p> <p>The idea was that there would be partnerships with one or more museums and that SOAS students would apply for internships competitively, in response to the museum's specification of SAAAP related roles, with the successful candidates then applying for bursaries. Eligibility was to be decided.</p> <p>The aim of the bursaries was to support students unable to work without payment to develop research and other skills relating to employability through internships in the SAAAP field. Payment for internships was in line with SOAS policy.</p> <p>HE raised concerns about potential conflicts of interest in the case of one museum proposed for such internships, and raised questions about the relevance of the collections in another.</p> <p>It was agreed that BM would further explore the idea, liaising with HE.</p>
6.	<p><i>Branding of "SAAAP Products"</i> (AC)</p> <p>AC raised the question of the appropriate branding of publications under SAAAP, to be sure that consistent usage continued from the first publication, which was in production.</p> <p>MG noted that the marketing team was unlikely to approve a separate SAAAP logo but all publications should include the Alphawood logo, and probably the SOAS logo with SAAAP, as used on the internal papers.</p>

	ACTION: MG to inform A.C. of outcome of discussions within External Relations.
7.	<p><i>Annual Report (MG) (For Discussion)</i></p> <p>The report tabled for discussion wss solely about the year 15/16. A different report would document the impact of the programme so far, as part of the thinking about the future of the programme.</p> <p>Board members agreed to help provide further input to both reports via Zoe Woodward.</p>

8	<p><i>Next Phase of the SAAAP (AII) (For Discussion)</i></p> <p>This discussion was the first occasion to exchange initial ideas on what would follow the Programme due to end in 2019.</p> <p>MG said that in principle, Alphawood remained interested in continuing to fund SAAAP. It was important to identify what SOAS could achieve with this support and how to match aims to the goals of the donor. Alphawood wanted to leave a legacy and develop a network within the region. He said that a second phase should not just replicate the first, but should show a trajectory towards a durable legacy. The links with universities and museums in the region should be further developed and more activity should take place there.</p> <p>AC focused on building on the success of the scholarship programme and associated outreach, for instance with summer schools. She noted that it was vital to continue links and document what students were doing after completion, in order to measure the impact. The Project Manager should help create a document/questionnaire for students, to be continually updated and used to record impact.</p> <p>AT presented her ideas about using further funding to take the teaching to the next level. SOAS could create an MA in SE Asian Art (which would not require new resources). In response to a question from AC, she confirmed that there would need to be a core module to ensure enough modules for an MA. The Department could even build a two-year MA stream involving a field school, work placements in the region and an extended dissertation (more resource-intensive). She raised the question of whether there could be endowment funding for a smaller number of scholarships in the second phase. She saw sustained impact as resulting from continued collaborative work between students and alumni, involving further research and publications. She also raised the question of institutional arrangements for the next phase, including the potential appointment of a Director.</p> <p>TB argued that SAAAP could learn from the experience of the Endangered Languages Programme, in which context, the right sort of Director was crucial to success. Board members were generally supportive of the idea, and it was felt that Alphawood might find it persuasive.</p> <p>Some financial modeling would be needed to see whether there was any mileage in using endowed funds for Scholarships, but evidently, there was a trade-off with other uses of endowed funds. In any case, Alphawood would be interested in seeing signs of sustainability beyond its own funds.</p> <p>Action: Project Manager to create record of student activity following completion of SAAAP-funded courses.</p>
9	<p>Finance update as at 31 December 2016 (standing item) (TB)</p> <ol style="list-style-type: none"> I. CAL3 (Related Costs Fund): expenditure since the beginning amounts to £50,175. The balance of this 200k spend-down fund was £155,121. The balance has slightly increased due to moving across the unspent funds (balance on ASF018) II. CAL1 (Scholarships Fund): The balance is £2,496,848 following the latest tranche of 1,334,000. To-date £1,598,443 of the fund has been spent. <p>EAL4 (Academic Support Fund): to-date £96,245 has been spent. Up-to-date figures for commitments are not available owing to changes of Project Manager. Investment income 2015-16 was £57,500</p> <p>The time-limited funds were due to cease in 2019. At this deadline, any surplus funds would be returned to Donor unless an additional agreement is made.</p>

9.	<i>AOB:</i> EM was inviting HE to Burma and would apply for funds for this.
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SAAAP Project Board Actions 2016/17

No.	Agenda Item	Added	Action Points	Deadline	Owner	Complete?
129	8. Finance update:	15/12/2016	Recruitment of a part-time Project Administrator to be started, once agreed by Alphawood that the RC Fund can be used.	ASAP	TB/JT	Interviews 14/2/17
127	SAAAP ToRs and Roles and Responsibilities	15/12/2016	Explore options for an in-region graduation ceremony.		Outreach sub-board	
121	Update on Outreach (standing item):	04/10/2016	SG to revise contract based on the proposal and seek approval from the Chair.	18/10/2016	SG	
114	7. Banteay Chhmar Report:	28/01/2016	Centenary MOU to specify museum participation	16/03/2016	AT/ R and P	In progress: proposal should come to March Board