

# **Executive Committee EASSW**

**Coimbra, Thursday 20/10 until Saturday 22/10**

**Chaired by Nino Žganec**

***Venue: Faculty of Psychology and Social Sciences, University of Coimbra***

***THURSDAY, October 20***

***EC meeting***

***Time and venue 9.00 – 18.00, Faculty of Psychology and Social Sciences, University of Coimbra***

***FRIDAY, October 21***

***9.00 – 19.00***

***International Seminar “Human Rights and SW Education: Challenges and Perspectives”  
organized by – Faculty of Psychology and Social Sciences, University of Coimbra and  
EASSW***

***SATURDAY, October 22***

***9.00 – 17.00***

***EC meeting***

***Time and venue 9.00 – 17.00, Faculty of Psychology and Social Sciences, University of Coimbra***

## **Executive Committee EASSW**

**Coimbra, Thursday 20/10 until Saturday 22/10**

**Venue:** Faculty of Psychology and Social Sciences, University of Coimbra

**Chaired by:** Nino Žganec (NZ)

**Participants:** Nino Zganec (NZ), Robert Berguinion (RB), Teresa Bertotti, (TB), Ronny heikki Tikkanen (RT), Anke Beuck (AB), Marion Laging (MLa), Raymond Kloppenburg (RK), Clara Cruz Santos (CCS), Aila-Leena Mathies (ALM), Sue Lawrence (SL) as immediate past-president

**Absent:** Vasilios Ioakimidis (VI), Sanela Basic (SB), Hakan Acar (HA), Marika Lotko (MLo), Andres Arias Astray (AAS).

**Notes taken by:** AB, ALM, RK and VG.

***THURSDAY, October 20***

***I part 9.00 – 11.00 am***

NZ opened the meeting at 9.50.

**1. Minutes from the Vilnius meeting - matters arising.**

The minutes were anonymously approved.

**2. Agenda for Coimbra meeting: priorities and time schedule.**

Point 16 of the agenda moved to point 9 (Website + EC internet platform).

**3. Update on activities since last EC meeting: Reports from President, Vice-President, Treasurer and Secretary.**

EC member's reports have been sent electronically, e.g. see the reports.

NZ (President) reported on his efforts to establish formal cooperation between EASSW, ESWRA and IFSW Europe, and the meeting that was held with representatives of those three association in September in Zagreb, especially in the light of possible fair schedule of the annual/ biannual conferences, and the options for joint conferences between practice, education and research of SW, and Europe-wide WSWD (World Social Work Day) as a joint

event of these three associations. The negotiations will continue Paris 2017 conference. He emphasized also his work as vice-president of the IASSW: together with VI he attended the IASSW board meeting in Seoul, South Korea. As known, a new IASSW president has been elected (Anna Maria Campanini – a former president of the EASSW). Nino also reported about the conclusions of the EC officers meeting which took place on September 9th in Zagreb.

RB (Treasurer) reported about following: - the problems with signature for bank transactions during the last months that are finally been solved and now new officers are entitled to make financial transactions; - ongoing activities with regards to preparing of the conference in Paris; - his work with the INGO of Council of Europe, where he is representing the EASSW and has specially mentioned the new the organization of the new Social Cohesion Platform; - co-operation with UNESCO that launched new program called MOST (The aim of the program is how to make more research to develop public policy, UNESCO has understood the role of SW in this issue. UNESCO also wants to be present in our Paris conference, and is especially interested for the topics connected with the human rights and global agenda); - his work of the AIFRIS (the French speaking network of schools of social work). He will send his written report very soon to give more exact information of these activities.

SL is working on the Special Issue for EJSW from Milan Conference with Alessandro Sicora.

NZ asked all other EC members if they wish to mention some other important activities from their scope of work. No further reports were discussed.

#### **4. Financial overview, financial plan for the next two (1+1) years and external audit.**

Treasurer (RB) presented financial situation of the EASSW, with a general conclusion that financial situation is good and stabile. The financial audit for the last year will be organized by the treasurer and for this purpose one French agency will be contracted. Proposal of the budget for the 2017 year was initially planned by the officers at the Zagreb meeting and will be made and confirmed by the EC members after discussion of the activities from the Roadmap of the Strategic plan, conference, memberships and small projects.

**5. Membership overview (attracting and retention) – Secretary and country coordinators**

Membership overview sent electronically by the Secretary (SB). In 2016, the EASSW has in total 310 members, out of which 227 paying members (schools which paid membership fee for 2016) and 83 non-paying members (schools who did not pay yet their membership fee). EC members will take efforts to contact responsible persons at their respective countries they coordinate to motivate the school members to pay the membership fees.

**6. Reports of the EASSW representatives (Council of Europe, Ensact, IASSW)**

AB reported on current state of affairs with regard to ENSACT: the “European Observatory Report 2016” was published in May 2016 on the theme: “Promoting the dignity and worth of peoples” at <http://www.ensact.com/node/4> and also on the website of EASSW.

On Friday, 4<sup>th</sup> November 2016, RK and AB will participate at the ENSACT meeting in Utrecht with the view to plan the European bid/process for the 2016 - 2018 phase regarding Theme 3: *Promoting environmental and community sustainability*. For IASSWs Theme 3 statement, please see <https://www.iassw-aiets.org/2016/08/24/1464>.

Given that AB’s mandate will in June 2017, RB appointed to continue to be EASSW representative in ENSACT, and TB to “shadow” him.

Two others representation – in Council of Europe and IASSW were presented in the frame of the point 3.

*II part 11.30 – 13.00 pm*

**7. Working plan of the EC for the next two (2) years (as arising from Strategic Plan 2016-2020) and resulting activities of the EASSW working groups – President, all EC members**

The Road Map of the Strategic Plan considered (with special emphasis to the outcomes and related activities). Following activities have been agreed upon:

### **Outcomes I**

1. **Participation of 100% of the countries of the Council of Europe: To increase the number of SW school members and to activate the membership:**

- FT should send again an up-dated list of non-paid member schools in the countries of responsibility of each EC member, and the EC members will write an individual letter to the contact person of the school. AL shared the letter used for Russian schools. It should be made asap and is an ongoing activity.

2. **Communications strategy with promotional materials package and interactive member's' map:** Promotional material package of the EASSW will be developed including new leaflets, posters, other types of the promotional materials. Interactive members map will be made on the new web page of the EASSW. The amount of the 3000 € will be reserved for this activity in the year 2017.

3. **Regular contact meetings with member schools by the EC members:** these can be connected to the EC meetings or outside of them. If focusing on countries without any member schools, the EC meeting in this country could be the way to motivate them for the membership. The EC meetings should be used to promote the work of the EASSW and efforts should be made to organize some professional meetings during the EC meetings (seminar, conference). The new promotional material can be delivered there. Each EC member should inform FT how many schools do exist in the country of his/her responsibility and Fabienne can check the coverage of memberships in percent. Contact persons in these countries can be helpful to announce the work of the EASSW.

4. **Expectation evaluation instrument:** A questionnaire of feed-back on the activities of the EASSW will be developed and sent to the contact persons of the member schools, and will be put at our webpage. This outcome will be moved to the IV part of 2017 (October 2017). The responsible persons will be decided upon decision about the task force groups.

5. **Establishment of regional correspondents and member's map:** The Regional correspondents network will be moved to the I part of 2019 (this task should be discussed more in detail on the next EC meetings). The member's map will be developed as noted above.

*Lunch break 13.00 – 14.30 pm*

***III part 14.30 – 16.00 pm***

**8. Ongoing discussion of the working plan of the EC for the next two years**

**Outcomes II:**

**1. Effective model of small project funding – 2 per year x 6000 €**

The discussion on the alternative model of the small project funding based on dissatisfaction with existing one. The project group tasked to develop criteria to facilitate variations, specify the new and more precise criteria for funding within the maximum budget of 12.000 per annum (two projects by 6.000 Euro) by the end of this year the latest.

**2. Added outcome: The EASSW conference**

The EASSW will organize the European conference each second year. Next conference will be held in Paris 2017, and then in 2019.

**3. Number of joint events on-line events, sharing on-line material**

Primarily related to the activities connected to the World Social Work Day. The task force group will be responsible for coordinating activities around the celebration of the WSWDs together with IFSW and IASSW for 2017. and continuing years. The amount of 4000 Euro annually is planned for this activity, this amount of money will be used for the financing of the events, materials etc. in relation to this activity.

**4. Number of publications**

A new task group should be established to develop framework for

- a) own publication of the EASSW
- b) a second thematic edition of European Journal of Social Work

Draft proposal shall be delivered by the end of this year (2016).

### **Outcome III:**

1. **Network strategy:** Proposal for the strategy to be developed by the new task force group, which will also develop template for agreements. The idea is to develop criteria for the cooperation between EASSW and other associations and possible partners (what type of the partners, who and how initiate partnership etc.).
2. **Cooperation agreement:** The new template for co-operation agreements will be developed. The question about the formal (written) agreement with the ENSACT to be discussed – RK tasked to investigate this issue with the ENSACT.
3. **Joint events:** As in the case of the World Social Work Day as described under measure 3 of II<sup>nd</sup> outcome.
4. **New web site, use of social media, study visits to EASSW school members by EC members:** EASSW currently in the process of developing new website. See discussion later in agenda. Visits to the EASSW member schools relates to the holding of the EC meetings.

### **Outcome IV:**

1. EASSW bylaws: see point 12.
2. **Personal portfolios** - Responsibility matrix: Task force groups description  
EC members shall send descriptions of their roles by mid- December 2016 to SB.  
Each particular task force group will start developing description of its scope of work immediately after the meeting in Coimbra.
3. **Written statement of benefits role, responsibilities and benefits for EC members (personal and institutional):** Proposal of the document that will describe the roles, responsibilities and benefits for the EC members will be developed by task force group by spring 2017 (officers and other EC members will help).

*Coffee break 16.00 – 16.30 am*

*IV part 16.30 – 18.00 pm*

**9. EASSW campaigning and website, platform for EC**

On behalf of the task group, RT TB presented a proposal of a new design for the website with a suggestion to accept the company Alizarina to implement the new site.

RB raised two questions regarding: a) The compatibility between CMS and Wordpress and b) how our current website data base could be preserved. Per explanations given, compatibility seems not to be a problem, and transfer of current data to the new page would either must paid for (eg. €5 per page) or be done by us or Fabienne. The officers will communicate with Alizarina about a prototype, timing and specific contract details. When the contract is clear, the task group will resume communications with the chosen company about the design.

Decision: the officers to initiate co-operation, negotiate conditions of co-operation with Alizarina in respect of the re-design of the eassw webpage. This should be done immediately after the meeting in Coimbra.

**10. EASSW Elections 2017 – Chair of the Election committee/group**

The suggested timeframe and procedure prepared by AB was agreed.

The election committee shall consist of: VG, ML and ML, chaired by AB.

***FRIDAY, October 21***

***International Seminar “Human Rights and SW Education: Challenges and Perspectives”  
organized by – Faculty of Psychology and Social Sciences, University of Coimbra and  
EASSW***

**Friday October 21<sup>st</sup> between 12.00-14.00**

**11. Project applications and project budget – Chair of the Project working group**

Report given by ALM (see table eassw small projects 2015) on behalf of project application task group consisting of CSS, HA, VG and ALM:





- Small group, Small project guidelines                      strategic aim 2
  - Publication group    idem
  - WDSW 2017    strategic aim 3
  - Network strategy    idem
- Officers are divided over the four task groups:
    - task group 1 treasurer
    - task group 2 president
    - task group 3 vice president
    - task group 4 secretary
  - Officers are intermediaries not in the lead, take care of the general strategic goals
  - Each of the EC members can give their preference to one of the streams,  
The EC members are divided through the task groups as follows:
    - TG 1: RT, TB, RK, MLa
    - TG 2: ALM, AAA, VG, NZ
    - TG 3: HA, MLo, VI, RB
    - TG 4: AB, CCS, SB (SL)

Remarks

- We have to check if the new taskgroups cover all tasks
- After Coimbra the groups will start and make a plan that will be offered to the EC
- Activity reports of EC members can be related to activities of the task group
- Beside this task groups there will be needed additional ad hoc groups (election etc.)

***SATURDAY, October 22***

***I part 9.00 – 11.00 am***

**13. Preparations for the EASSW/UNAFORIS 2017 conference (update on past, ongoing future activities) – *Presidents of the Organizing and Scientific Committee***

Discussion on the content and layout of the conference, keynote speakers, technical and other issues.

Urgent tasks:

- a) to solve technical problems: to clarify timing of workshops (1 hour or 1,5 hours), etc.

Decision: 1 hour space will be allocated only to parallel sessions, and the 1,5 - to workshops.

- b) to clarify the roles of the key note speakers (that they could make a feedback on the conference in the final stage, that is, round table).
- c) EASSW General Assembly: the first day of the conference (June 27) no longer than 2,5 hours. Preliminary time: 17.30 to 20.00. To provide some refreshments for the participants of the GA.
- d) Chairing of the session: First criteria - each member of Scientific committee (30 persons) should chair at least 2 parallel sessions. In case the members of the scientific committee are not available, to use external resources – approaching well known key persons. In case member of the scientific committee is presenting a paper in a parallel session, she/he (member-presenter) will chair that session. During the review of abstracts the column will be added to note the potential mediators of the parallel sessions.

Proposal: if anyone is interested in organizing student’s symposium, should offer.

- e) to include a doctoral student into the final round table (AL will propose to the scientific committee name of a candidate who meets the criteria – the field of interest and competence). To ask SL to be a moderator for the round table.
- f) to introduce the master class – an experienced teacher shares experience with young teachers. To inform about the key speakers on the website.

Proposal of NZ: to have a educational policy (vision) document (2-3 pages) or final statement on the each of the 4 conference thematic fields. To ask keynote speakers to participate in it – by sending them a draft for their input. In parallel sessions, the mediators should pay attention to the trends and developments. RK – it is important not to confuse a policy document and a report of the conference. SC members who will chair the sessions will meet to share their impressions on Thursday morning to help Nino to prepare the final speech. AL - and to keep this issue open to the unforeseen events. MG – just to collect voices to know the most important to issues.

Decision: SC members who will chair the sessions will collect the most important topics and share their impression. The task group (2) will prepare a way to collect this type of information and ask chairs of the sessions to do it. The president of EASSW will summarise the main ideas of the conference.

#### **14. Presenting and adoption of the EASSW Bylaws – *Secretary***

Draft bylaws have been sent electronically. No new bylaw to be included was proposed. SL suggested to make some corrections and do proof-reading of the bylaws, and to send final, proof-read version to SB and NZ. Bylaws were adopted with anticipated corrections:

1 bylaw: the last sentence to be deleted.

3 bylaw: to add the sentence: Formal decisions of the EC will be recorded in the minutes including proposal secundar and details of votes cast and results.

4 bylaw: „, working/task group shall elect,, to be changed to „EC will elect....,.,.,.

To correct the date in the beginning (2016 instead of 2017).

### **15. Proposal of the Constitutional changes – *President***

NZ proposed a few changes in the constitution and have presented new structure of the articles. Among them - to clarify the status of the governing bodies of the EASSW, to define more precisely the position of the officers (president, vice-president, treasurer, secretary) and others. This must be checked if it is in line with Dutch law and the Statute. The Statute of the EASSW must be translated asap and checked its coherence with the Constitution. RK make this asap together with SB as the secretary and Fabienne. GA will be asked to approve the amendments. To consider the change of the number of the EC according to the Statute.

Decision: NZ will prepare the first draft of the changes in the Constitution (mid of February), will send it to the EC and if approved NZ will take the responsibility to make amendments further to be approved by the GA. The proposals will be discussed on-line, comments will be taken into account and a new draft will be proposed for the further revision (during the next approx. 6 months). No substantiate changes will me made.

Bylaws will be put under the Constitution on the web. The procedure of the elections will be replaced.

### ***III part 14.30 – 17.00 pm***

### **16. World Social Work Day 2017, 21<sup>st</sup> of March.**

**Decision:** EASSW joins the international decision on the topic of WSWD. It will be related to the III topic of the GA. RT will send the invitation to member schools to join the creation of video clips as EASSW input to the celebration of WSWD. All preparatory activities will be the responsibility of the task groups 1 and 3 and later it will be decided who will personally attend international events of WSWD.

## **17. Partnerships (Power Us, IFSW Europe, St Petersburg)**

*Cooperation with Power US.* Power Us is interested in cooperation (memorandum of understanding has been signed), as well as IFSW. Proposal is to strengthen the cooperation in the frame of network strategy as indicated in the strategic plan.

**Decision:** To initiate memorandum of understanding with IFSW and ESWRA - task group 3 will be responsible for developing the template of agreement, till the middle of February. AB and RK will investigate interest of the ENSACT in signing of the agreement.

*Cooperation with St Petersburg university.* The university proposed to sign the agreement on the content of collaboration with EASSW. It is not the typical issue for EC. AL proposal: to finally sign this paper and start cooperation.

**Decision:** regarding the special situation of cooperation with Russian SW schools EC will make the exception and will sign the agreement with St Petersburg university concerning the cooperation with EASSW. In the proposed agreement text 5.1 in a current form will be erased and will be replaced with the sentence of the Constitution. AL will make the final text, will send to the President and he will sign and send to the Rector of the St Petersburg University.

## **18. Bid for EASSW 2019 conference**

**Decision:** The task group 3 will prepare the offer (invitation and criteria, using the already existing call and criteria of IASSW) for the hosting the EASSW conference 2019. The deadline is beginning of December and to put on the website by the end of the year 2016. SL will help with drafting. The IASSW has announced the invitation for the next World conference. The criteria of this bid could be of help for ours.

## **19. Next meeting and AOB**

Next meeting. **Decision:** June 26<sup>th</sup> 9.00-13.00. The other meeting after the conference: June 29<sup>th</sup> from 16.30- till 20.00.

AOB

*Conference on ethics in Sicilia* (2017, September 10-13). IASSW invited EASSW to be partner in this conference. IASSW asked to nominate the member of the scientific committee and if possible to provide the financial support. **Proposal:** to organize next EC meeting in Sicilia (to be yet discussed), maybe in the region which needs support for SW schools (Germany, Hungary, Russia, etc.).

**Decision:** to support the Sicilia conference in the role of partner but to organize EC meeting somewhere else. TB will be a representative of EASSW in the scientific committee. The location of the next EC meeting preliminary will be Germany (university to be specified), proposed to Germany Association preliminary dates – 11-15 of October. MG will confirm the dates till the mid of November.

#### *Newsletter*

The next issue is still lacking the content. The request to each member - to send some info. The deadline is November 10<sup>th</sup>. Proposal is to discuss the future role of the newsletter as now it is quite hidden on the web. TB suggested to include updated info about the upcoming conference. AB suggest to include info about SW day also to celebrate the European report on GA.

**Decision:** The task group 1 will work on the new concept of the newsletter (the autumn issue will be as the current version). To wait for the suggestions of the new web designer. The current issue will be published the 3<sup>rd</sup> week of the November.

*Strategic plan of the IASSW.* The IASSW requested our opinion about the new membership scheme. Proposals of EASSW concerning combined memberships (no. 3 in IASSW plan).

**Decision:** to propose IASSW to reduce the membership fee to those IASSW members who are the EASSW members. We will then take obligation to encourage European schools to be members of EASSW and this way to get reduced fees of IASSW.