

**Southeast Asian Art Academic Programme (SAAAP) Board**  
**Minutes: Wednesday 21<sup>st</sup> February 2018 (Meeting 31)**

<b>Membership</b>	Dr Tamsyn Barton	Chair
	Professor Anna Contadini	Head of Department (School of Arts)
	Dr Heather Elgood	Course Director (Diploma in Asian Art)
	Ruth O'Hanlon	Director of Development, Alumni and External Engagement (DAEE)
	Dr Ben Murtagh	Senior Lecturer (Indonesian and Malay)
	Liam Roberts Chloe Osborne (Secretary)	Programme Manager Programme Administrator
<b>In attendance</b>	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.

<b>Agenda item.</b>	<b>Agenda Item and Notes</b>
<b>1</b>	<p><b>Previous Minutes</b></p> <ul style="list-style-type: none"> <li>- Previous minutes were agreed to be accurate.</li> <li>- <b>Action #145:</b> LR updated that the RAS had been thanked by email, and gratitude was received in kind for putting the Scholars forward. This is now complete.</li> <li>- <b>Action #144:</b> The alumni survey is out and live, with responses coming in. The deadline will be a week on Friday, after which LR will summarise and report on responses.</li> <li>- <b>Action #143:</b> This is complete.</li> <li>- <b>Action #138-142</b> are ongoing.</li> </ul> <p><b>Minutes were approved.</b></p>

<p>2</p>	<p><b>Chair's Report (TB)</b></p> <p>TB congratulated all involved in the Scholarships process for achieving such a good outcome. She commended the Sub-board's cooperation and the work that went into the meeting planning. She noted how positive it was to see such a geographical spread of successful candidates, especially as a result of Outreach activities by Liam Roberts and Lia Genovese, and such a good mix in terms of gender, age and level of establishment in the field. <b>Action #146:</b> VA requested that we now send a formal note to Jim McDonough at Alphawood detailing the new cohort. LR to write this and send on to JMD, copying in VA.</p> <p>TB then summarised finance issues concerning currency exchange fluctuation which has affected the value of the gift over the course of the full programme, leading to an overall deficit against donor intentions of approximately £100k. This deficit has been held in the CAL2 (Administrative costs) cost centre so as not to impede delivery of work in our cost centres. With all five tranches of Scholarships funding now having been transferred from Alphawood to SOAS, and now knowing the full and final amount of the currency exchange deficit, it becomes necessary to allocate the value of this deficit away from CAL2. It was agreed that applying the currency exchange deficit to the capital under EAL4 would be workable, as the value of the endowment has grown over the course of the programme from investment movements. Transferring costs across cost centres in this way would require consent from Alphawood in order to proceed. TB suggested that it would be necessary to discuss this with the Alphawood before making a decision. <b>Action #147:</b> LR to brief VA on this proposition and VA will discuss in her next phone call with JMD.</p>
<p>3</p>	<p><b>Discussions with Alphawood (VA)</b></p> <p>VA reported on her updates from JMD. She noted that Alphawood had queries regarding research into the specific areas covered by the remit. VA has asked for a meeting to look at legacy in order to demonstrate the impact which the Programme has had, including in areas of research impact. She noted that the graduation ceremony which has been mooted in Singapore could be an opportunity to do this, and JMD has indicated he would be willing attend such a ceremony. VA thinks it would be an investment worth making, and that planning for this should begin formally. LR added that there was discussion over this between Outreach and SOAS Development, but that plans should be put forth soon to Outreach. ROH noted that her office will begin looking at costs for the event.</p> <p>LR added that the Alumni Survey report will come to the next Board meeting after discussion in Outreach. This will also demonstrate impact from across the programme, including impact of scholarships.</p>
<p>4</p>	<p><b>Alphawood Scholarships Selections 2018-19 (AC/LR) Appendix 1</b></p> <p>AC summarised that the meeting was very fruitful, and discussion was very productive. LR and AC met before to model out various financial scenarios and decided on the best way to allot awards per degree programme. They had decided to take on 2 PhDs, 7 Diplomas and 10 MAs. There had been 117 application submissions for award in total, of which 92 were unique and complete, and 81 of which corresponded with offers of admission to the School, and which were assessed by the Panel. AC noted that the calibre of students applying was exceptionally high, and that if sufficient funding were available, a good number more Scholarships could have been offered. Because of this, she explained the reasoning behind implementing a 'Waiting list' of applicants whose applications were considered strong enough for an award, but had just missed out in their overall score to other candidates. As the MA and Diploma each have candidates who had deferred from the previous year, it was agreed that this Waiting list would be useful to retain also in case any deferred places were not taken up. It was made clear that this was not a reserve list (as each on the Waiting list scored over 80 and could have been offered an award if funding was there). Overall, AC was very happy with the geographical spread (especially that awards were being offered this year to</p>

	<p>Scholars from Laos and Malaysia. There was also a gender balance, background and age spread. We were well exceeding the expectation that there would be 80 Scholars, with 94 awards being offered over the five years.</p> <p>TB thanked all for their excellent work on this.</p>
<p><b>5</b></p>	<p><b>Academic Support Fund: Updates, Reports and Applications</b></p> <p>a. UPDATE: SAAAP032 – NUS Press Publication Series (LR)</p> <p>LR: We now have a signature from Peter Schoppert at NUS Press and the contract has been signed by SOAS's Director of Research and Enterprise, Silke Blohm, as well. The project is now fully underway.</p> <p>b. UPDATE: SAAAP037 – Postgraduate Internships (BM)</p> <p>BM summarised that the Scholars and the institution were all very happy with how the internships had gone, and noted that there was a report in the January Newsletter on their experiences. The Research &amp; Publications Sub-board had decided to wait until after MA students have handed in their dissertations in mid-September for the next ones to begin, but are currently sourcing new institutions as well as hoping to continue with another round at the RAS, and will advertise to Scholars well in advance. The British Library, British Museum, Brighton Pavillion, V&amp;A and the Horniman Museum will all be contacted. Overall BM noted that this was a great experience for all involved.</p> <p>c. REPORT: SAAAP033 – Ashley Thompson Research Trip Report (BM) <b>Appendix 2</b></p> <p>BM: This was looked at the Research &amp; Publications Sub-board, and was approved.</p> <p>No questions were raised; TB noted that everything looked to be very positive.</p> <p>d. REPORT: SAAAP042 – Lia Genovese Student Recruitment Report (AC) <b>Appendix 3</b></p> <p>AC noted that LG had done a lot on this trip to recruit, and that the trip had been successful as two applications from Laotian students were received, one of which was offered a Scholarship. This is testament to Lia's efforts; her report clearly outlines the difficulty of recruiting in Laos, and one successful Scholarship application is a great achievement.</p> <p>Thanks were given to LG by the Chair.</p> <p>e. REPORT: SAAAP048 – Liam Roberts Student Recruitment Report (LR) <b>Appendix 4</b></p> <p>LR summarised his report. He thought the trip had been fruitful and would be worth doing again, if there were to be another round to recruit for. He noted a very large and diverse attendance at all the meetings, and that the level of interest had been very genuine and encouraging. Many of those he met had applied, which is very positive, and a number were successful. LR noted the importance of mentioning these trends to the Alphawood for outlining increasing regional awareness of the Programme and the Scholarships in particular.</p> <p>TB thanked LR.</p>

	<p>f. APPLICATION: SAAAP052 – Conference Panel, Borobudur (BM) <b>Appendix 5</b></p> <p>BM outlined the aims of the application for the Project Southeast Asia conference which will be held this year and will be held in Java. Panggah Ardiyansyah and Aria Danaparamita (Alphawood alumni) have had their panel presentation proposal accepted, and are seeking support for travel to the Conference site.</p> <p><b>All approved.</b></p> <p>g. APPLICATION: SAAAP053 – Myanmar Panel, IPPA (AC) <b>Appendix 6</b></p> <p>AC summarised that this application came from Elizabeth Moore through the Outreach Sub-board. EM will be attending the conference in Vietnam with a number of Alphawood alumni. The Sub-board felt that this was a very worthy project and all within the remit. It's the type of activity which should be encouraged more and more, especially as it reinforces the bond between SOAS and the region. AC strongly recommended that the Board approve this application, and AC and BM noted that the costings are very reasonable.</p> <p>TB questioned whether this could not be paid for through the Academic Support Fund. AC felt that it was appropriate for this to come from the Academic Support Fund as it was an Academic activity. LR noted that events, conferences, symposia, etc can be supported by either the Academic Support Fund or the Outreach and Related Costs fund, depending on the project objectives and how the project is framed. Support for alumni to engage and present at international conferences may be eligible for support from either funding source, for example. It was agreed that project funding should be considered in the context of the project objectives, and TB reinforced that funding streams are delineated according to content - whether academic support or outreach and related costs, not specifically to individual Sub-boards. TB suggested that there be a review of how projects have been funded over the past year to determine if any project funding should have been differently allocated, given the shortfall in the Related Costs fund.</p> <p><b>Action #148:</b> LR to look over past financial decisions and advise on whether there could be any retrospective budget realignment for past and current projects between accounts.</p> <p><b>Application was approved, however there should be a reconsideration of the funding line.</b></p>
<p><b>6</b></p>	<p><b>Finance Update (TB/LR) Appendix 8</b></p> <p>This was discussed above.</p>
<p><b>7</b></p>	<p><b>AOB</b></p> <p>TB raised the question of whether other donors were being spoken to about the possibility of future support for the Scholarship programme with other funding. ROH said that this had only been considered so far in the context of thinking about other Southeast Asia donors from the PGD Asian Arts and MA alumni. She noted that there will soon be a Dr Heather Elgood Scholarship which might lead to more widespread funding opportunities.</p>

**Date of Next Meeting – 14<sup>th</sup> December 2017**  
**SAAAP Project Board Actions 2017/2018**

	<b>Agenda Item</b>	<b>Added</b>	<b>Action Points</b>	<b>Deadline</b>	<b>Owner</b>	<b>Complete?</b>
<b>#148</b>	5 ( Academic Support Fund: Updates, Reports and Applications)	22/02/18	<b>LR to look over past financial decisions and advise on whether there could be any retrospective budget realignment for past and current projects between accounts.</b>	Before next meeting	LR	
<b>#147</b>	2 (Chair's Report)	22/02/18	<b>LR to brief VA on the finance proposal for her to discuss in her next phone call with JMD.</b>	ASAP	LR	
<b>#146</b>	2 (Chair's Report)	22/02/18	<b>LR to write a summary of the new cohort of Scholarships this and send on to JMD, copying VA in.</b>	ASAP	LR	
<b>#145</b>	8 (AOB)	14/12/17	<b>LR to draft a letter of thanks from the Board to the RAS and Alison Ohta in particular to thank them for their work on the internships.</b>	ASAP	LR	<b>Complete</b>
<b>#144</b>	7 ( Annual Report Outline and Alumni Survey Draft)	14/12/17	<b>LR to take on board feedback on the alumni survey and finalise ahead of sending out.</b>	January	LR	<b>Complete</b>
<b>#143</b>	4 (Marketing and Publicity)	14/12/17	<b>LR to contact David Miller in marketing to inform on digital campaigning efforts.</b>	Next meeting	LR	<b>Complete</b>
<b>#142</b>	6 (Finance update)	19/10/17	<b>LR to engage with tutors and admissions staff for each of the degree and diploma programmes to which Alphawood Scholars may apply</b>	ASAP	LR	<b>Ongoing</b>
<b>#140</b>	5 (Academic Support Fund)	19/10/17	<b>LR and BM to discuss potential new books acquisition processes with the Library</b>	Next meeting	LR/BM	<b>Ongoing</b>

#139	4 (Marketing and Publicity)	19/10/17	<b>BM to contact CSEAS about further publicising opportunities for SAAAP through the centre.</b>	Next meeting	BM	<b>Ongoing</b>
#138	3 (Discussions with Alphawood)	19/10/17	<b>RO to enquire further about the possibility of organising a graduation ceremony for Alphawood Scholars or other events with the National Gallery Singapore/Asian Civilisation Museum</b>	Next meeting	RO	<b>Ongoing</b>