



**Association for Educational  
Assessment – Europe**  
National Foundation for Educational Research  
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## Agenda

### AEA-Europe Council Meeting

**Wednesday 30 January, 2 pm until 5 pm, and  
Thursday 31 January, 9 am until 4 pm**

**NFER, Slough, UK**

#### Formal Meeting

1. Minutes of Council meeting, 7 November, 2012
2. Matters arising from the meeting and not appearing elsewhere on the agenda
3. Minutes of the Business meeting, 8 November, 2012
4. Evaluation of the Berlin conference:
  - (i) issues arising from survey of members' views (survey results from Gabriella)
  - (ii) financial outcomes (information from Henk)
5. Forthcoming conferences.
  - Paris 2013
    - (i) conference organising committee
    - (ii) budget
    - (iii) sponsorship
    - (iv) conference fees
    - (v) 'voluntary fund'
    - (vi) keynotes
    - (vii) pre-conference workshops
  - Tallin 2014
  - Glasgow 2015
  - Proposal for 2016
6. Conference Handbook
  - (i) Updating the conference handbook
  - (ii) Practical Guide produced by Kerstin Dolch (paper provided)

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**Subscriptions and  
other financial  
matters**  
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7. Marketing matters:

Progress report from Fiona and discussion of issues raised

8. Committee reports (if any)

9. Outcome of survey of members' views on provision of a Journal (survey results from Jo-Anne, policy to be deferred until discursive section)

10. AOB

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## Strategy Meeting

### 1. Structural Issues:

- (i) Committees: remits and names, policy for membership and terms of office, policy re expenses and meetings, plans for coming year's activities (paper from Sandra)

### 2. Policy matters:

- (i) Financial and Business Planning
  - (a) membership (paper from Henk)
  - (b) conference targets and fees (paper from Henk)
  - (c) up-to-date financial positionHow better can we safeguard our resources? Do we have, for example, an investment policy, a policy relating to travel and accommodation claims? (paper from Henk)
- (ii) Elections (paper from Sarah)
- (iii) Cancellations (paper from Sarah)
- (iv) Data Sharing and smarter analysis and use of information at AEA's disposal (paper from Gabriella)
- (v) Provision of Journal
- (vi) Sponsorship policy (paper from Fiona)

### 3. Communication Issues –

- (i) engaging with members, including individuals in corporate organisations (paper from Jo-Anne)
- (ii) website: technical issues, content, information (paper from Gabriella)

### 4. Alliances with outside bodies - purpose, possible benefits and and dangers (paper from Antonella).