

IALE EXECUTIVE COMMITTEE (2003-2007)

Friday, June 25, 2004

9.00 am – 5 pm

The Royal Agricultural College in Cirencester (Gloucestershire)

Minutes

Present: Jesper Brandt (JB), Bob Bunce (BB), Louis Iverson (LI), Rob Jongman (RJ), Marion Potschin (MP)

Apologies: Françoise Burel (FB), Felix Kienast (FK), Margareta Ihse (MI)

No Response: Nobukazu Nakagoshi

1. Welcome

2. Adoption of Agenda

approved

3. Adoption of Minutes of the 2003 meeting and actions (Wageningen, The Netherlands)

(A1) Add 8.9 Super regions for Europe, 6.3 online effort. Minutes approved.

4. Report of the Treasurer Budget (Rob Jongman) (A2)

4.1 Budget overview 2003

- **Criteria for spending money** (if funding is requested): Will it be good for IALE? Must be strict on how money is spent. Rob believes money to support a meeting is valid, in hopes that following the meeting some will be returned. However, it is not fair to use IALE funds to support an individual travel request unless it is an international congress. It has to be used for betterment of IALE, and the request must have a budget plan (for example Portugal meeting).
- Treasurer alone can approve up to 1000 \$/Euro, Treasurer and President together for 1000-5000\$/Euro, EC for more than 5000 \$/Euro.
- The 10% rebate (with a report from the chapter) is being revoked because it did not work (it is too expensive to refund chapter, it is too much work for treasurer, and IALE needs the money) ⇒ **Action:** MP will tell UK, LI will tell US, RJ will inform IALE-D. letters will go out to regions on this.

- **Banking costs:** it costs to convert checks, credit card is 4%. Costs within Europe are going down, costs elsewhere are higher. Costs for banking is 500 euros, it may be only 250 in 2004.
- **Official audit of books:** Need to protect the books. For 2003, we are looking for two people to audit books. ⇒ **Action:** RJ/MP will contact Ralf Syrbe (IALE-D) and outside auditor to do the books with RJ.

4.2 Adoption of Budget Plan 2004

- Budget overview 2004 adopted

5. Report from the Bulletin-Editor

No Report submitted

6. Public Relations

6.1 Status: **Flyer/handbook** (Louis Iverson) (A3) Flyer has been printed for IALE-UK, It will be updated by Louis and Mary, through Marion who keeps track of the changes. For the LE journal, Marion will contact Helen for procedure to get it into the journal. Marion will put in Bulletin, asking members to download it and put into the meetings. Marion will send also to regional secretaries to do same. Marion contact with journal Landscape and Urban Planning.

6.2 IALE-publication: Bob suggests more publications via IALE and 5 tiers were discussed.

Tier one.

Web publication via IALE site for preliminary documents MSc/MA dissertations, project notes and low level reports. Minimal editing only.

Tier two

Books in the format of the UK IALE series. Editing for consistency but not complete integration. These books can be a source of revenue and we would need a procedure for their acceptance and an appropriate editor for each one.

Tier three

Books with refereed chapters as for the IALE Denmark meeting. Again editing and editors need to be specified first.

Tier Four

Commercial books--a major workload both in editing and preparation.

Tier Five

Journal special issue--even more work both in getting the issue accepted and getting the papers from people.

- ⇒ **Action:** We need a VP or other person to take this on.
- ⇒ **Action:** Bob will prepare 1 page outline on how this will work.
- ⇒ **Action:** We need a series editor. Perhaps, for funding support, we ask meeting support contingent on producing a publication. Bob will look into process for doing this at European 05 conference in Faro.

7. World Congress 2007 (Bob Bunce)

7.1. Report of further Activities (see p.6 ff A2)

- **Number of Participants:** Expect 800 attendees, maximum of 1000 attendees can be accommodated. Potential of 2300 people. Expect 200 Dutch.
- **Budget:** Total income 294,000 euros. Total expense budget 281,000 euros. Request to EU for 50 young researchers for 12,250. Conference fees will be increased by 10%. IALE is being requested 20,000 for preparation of the 2007 meeting, to be refunded following meeting. 10,000 needed from 2005 and 10,000 needed from 2006.
- **Conference housing:** Cinema vs. tent. Cinema is preferred for better technical support and better rooms, posters for all of conference, and it is cheaper. But daily travel is a little more.
- **Title:** Marion informs that there are two different titles of the Congress (homepage vs. report). Want title that expresses the 25 year anniversary of the IALE. “**25 years of concepts and applications in Landscape Ecology**” as possible title.
- **Short description:** two page write-up (appendix) were used as text for application for EU. Outline for the meeting will be shorter and develop more on the 25 year theme. The scientific committee will propose outline and concepts. The theory, and how it has developed over time. The scientific committee will provide business plan and outline.
- **Scientific committee:** represent continents, people involved in local organizations. ⇒ **Action:** Bob and Rob will prepare the first draft of program, followed by face to face meeting (core group) of those that can come together in Wageningen, followed by advisory work from the rest of the committee. We added two people: Diane Pearson (Australia) and Ramesh (India). Scientific organization meeting on July 23 in Wageningen. In advance, Rob will ask them

to serve, then Rob and Bob will put a document together for the committee input in advance of the meeting. Who can be invited by whom as invited speakers.

Important: use internet and email to fullest extent!

- **Local organization committee:** add member from event organization on the committee: Aat Barrenrecht. Took Peter, Paul and Martin off.

7.2. **Feedback on the world Congress in Darwin** (Marion Potschin) (A4): Diane Pearson prepared feedback on Darwin. ⇒ **Action:** Marion will gather additional comments on the Congress. She will provide this input to scientific committee. These should also be put in Handbook.

7.3. **Book proposal** for World congress 2007 (A5): This book will summarize landscape ecology in Europe. Proposal will be presented in Alterra again in September. This could be an activity of European IALE as their first project (from Faro). We decided to drop the continental aspect from EC, but will be taken up by the European IALE group.

7.4. **Connection between education courses and Congresses.** Need to have an official connection between these. For 2007, Rob has suggestions for 3 courses. Possibly, the EC may review proposals regarding the possible courses. These courses should be included in the program for the week before. **Any committee set up by EC is to report to the EC.** Proposal: the scientific organizing committee solicit proposals for PhD courses in the bulletin for 2007 IALE. All proposals for courses with the official IALE (logo on it) backing should be supported by EC. EC needs guidelines written up for how to submit proposals for these. ⇒ **Action:** Marion will start list of criteria for proposals for education. Rob will ensure that first call (and in bulletin) for 2007 will have call for symposia and courses and workshops. Need to call it post-graduate course, rather than PhD course (better for all international students).

8. Report from the Regions/working groups (all)

8.1 **Process of establishing a chapter** (A6). Need to establish guidelines on how to set up a chapter. ⇒ **Action:** The guidelines will be redrafted by Marion (linked to IALE statutes) and sent to EC. **Chapters do not have to occupy mutually exclusive areas** (eg., IALE Africa does not exclude founding of IALE-Ghana.) For Working Groups, it is similar but there is no financial aspect. We also need to collect official paperwork from the chapters for archiving and official keeping.

- 8.2 **Approval of Spain Chapter:** (A7) Approved.
- 8.3 **IALE US** (report Rob Jongman, A8) see letter.
- 8.4 **Status of IALE North America** (Rob Jongman/Louis Iverson, see also IALE Canada Announcement A9). North American can be an umbrella supraorganization, but it is complicated. Can have North American (including Mexico and Canada), but also Latin American and Canada chapters. People choose what they want to do, but in face of setting up Latin American chapter, must continue. Louis will follow up, see how meeting in August in Waterloo Ontario goes with that meeting.
- 8.5 **IALE India** (Rob Jongman/Louis Iverson). ⇒ **Action:** Marion will formalize chapter guidelines and send to Ramesh.
- 8.6 **IALE Africa** (Marion Potschin) (A10) Congress plan in Ghana in 2005. Planning to have meeting every 2 years. 60 members so far. They requested funding to support the maiden meeting, to get them started and to stimulate them to carry on. They have not submitted a budget plan.(⇒ **Action:** Henry Bulley.) Funding needed for translators (French Belgium), for individuals travelling within Africa. General approval given for this, up to a total of 5000 euro. Rob will circulate the budget plan when it comes for EC to approve.
- 8.7 **Working Groups (status): ENULE** (report see Bulletin 22/1 or A11). **Landscape Analyses** removed as a working group (see letter by A. Richlin). **EcoLand:** secretary not active now and needs to be replaced. Bob will discuss it with her and find someone to replace her to reactivate (also provide item for the bulletin). Meeting will happen November 9th, 2004.
- 8.8 **other regions** (all):
- Faro, Portugal suprameeting: request 5000 euros to support this meeting. 200 registrations to go above the budget expenses. We agree on the European IALE conference support, but it is insisted that we be reimbursed following the meeting if there is positive conference balance. For Ph.D. course, it is separate.
 - Concern: Latin America chapter getting started, it is not wise to grab those members into the proposed North American chapter
- 8.9. **European Regional chapter** (Jesper). EC agrees it is needed, to enable position papers and such regarding European issues. This would be good activity of the

Council, with possible other supraregional chapters eventually. Design procedure for this chapter in advance of Faro meeting. Also could have Council meeting at Faro. This meeting should be a separate meeting: to discuss the formation of a European chapter of IALE: ⇒ **Action:** Marion will ask Faro to organize times for a meeting to discuss European IALE and unofficial meeting of the Council members. Boundary of Europe: ⇒ **Action:** Jesper will work out which countries are in.

9. Miscellaneous (status)

- 9.1. **Election of EC** – approval of modified statutes (A12) (Jesper Brandt). Bob said we need a session on the statutes – perhaps modify and simplify. Jesper proposal: send out letter of nomination (via Bulletin) in September 2004, with 2 members nominate, and with the person accepting the nomination. Nominees must be good standing IALE members. Nominating committee should consist of Jesper, Richard, and 3 additional members (regional representations). November 04 is deadline for nominations. Election should start in mid-December and end in middle of March with results before Faro.
- 9.2. **World Congress (2011) and European Congress (2009)** (Marion Potschin): Now is time for call for next European congress. Proposals: Good criteria, good center with necessary facilities, good team to deliver, good practical administration and logistics, and simple business plan. If European IALE is established, the planning for the next European Congress could be passed to the next Congress by the IALE. The responsibility for European Congress meetings will be discussed at Faro. There will be a preliminary EC of IALE-Europe will be elected at Faro, but there are no members of IALE-Europe yet, so IALE-EC will do it.
- 9.3. **European Congress on Landscapes Dec. 04 in Bordeaux** (status, Bob Bunce). Bob contacted Francois, he did not have time to submit. Not much information.
- 9.4. **Manuscript Service** (Marion Potschin). Mike Moss had promised network of people to proofread, but did not happen. We have had two requests from D Mladenoff, and they were not IALE members. We drop it.
- 9.5. **Education and Training** (Marion Potschin) (A13 and A15). Course set up for Faro Congress.

- 9.6. **Handbook** (Louis Iverson) (A14). See other notes. Everybody has jobs to do.
- 9.7. **IALE homepage** (Marion Potschin) (A15) IALE news needed to be more active.
- 9.8. **Mailing List** (Marion Potschin) (A16) many bounced email addresses. We are depending on regional information. ⇒ **Action:** Marion will contact regional contact persons to update mailing list.
- 9.9. What next?
 - EC reports for the bulletin (SG A17) ⇒ **Action** Jesper council report next.
 - VP: Nobu has not responded so far. This is unfortunate, but nothing we can do to change this via the statutes.
 - It was suggested by Bob and agreed that Marion will need a person to pay for some of this record keeping, archiving process (see 8.1. and updating of memberships, see 9.8).

10. Next meeting (date and place): Dec 10 in Wageningen.

Appendices

1. Minutes from last Meeting (Wageningen December 2003)
2. Report from Treasurer (submitted via Email to all EC before meeting)
3. Flyer (last update May 2004)
4. Feedback from Diane Pearson (local organizer world congress 2003)
5. Book Proposal for world congress 2007
6. Guidelines for setting up a IALE-chapter
7. Letter for chapter approval by Jose V. de Lucio, treasure/ IALE-Spain (no date)
8. Report US IALE Rob Jongman
9. Announcement and call for papers (IALE Canada annual meeting, August 2004)
10. First announcement and call for papers IALE Africa (July 2005)
11. IALE Bulletin 22(1), March 2004 with status report of working group (ENULE)
12. Statutes with correction by Jesper Brandt
13. International PhD course linked to IALE-Europa (Faro 2005)
14. IALE-handbook contents
15. Entry page IALE homepage
16. Mailing list (emails) of IALE members
17. IALE Bulletin 22(2), June 2004 with first report of EC to members

Actions:

Pt	Who	What	deadline	status
4.1	MP	No 10 % refund, MP will tell UK, LI will tell US, RJ will inform IALE-D	asap	
	RJ/MP	will contact Ralf Syrbe (IALE-D) and outside auditor to do the books with RJ	asap	done
6.1	MP	Flyer , contact Helen for procedure to get it into the journal		done
	MP	Flyer : contact with journal Landscape and Urban Planning	asap	done
	LI	handbook continue on handbook	continues	Draft available
	all	IALE-publication : We need a VP or other person to take this on	For next election	
	BB	Bob will prepare 1 page outline on how this will work	asap	See last Bulletin
	BB	We need a series editor . Perhaps, for funding support, we ask meeting support contingent on producing a publication. Bob will look into process for doing this at European 05 conference in Faro	asap	In progress
7	BB/RJ	World congress 2007, Scientific committee : prepare the first draft of program, followed by face to face meeting (core group) of those that can come together in Wageningen, followed by advisory work from the rest of the committee.	For SC meeting	
7	MP	Education at world congress: to start list of criteria for expression of interest		
8.1	MP	Process of establishing a chapter The guidelines will be redrafted (linked to IALE statutes) and sent to EC	asap	done
8.2	MP	to send official letter of approval to IALE-Spain	asap	
8.5	MP	IALE India and Parkistan to send guidelines	asap	done
8.6	RJ	To write Henry Bulley, he needs to send budget	asap	
8.7	BB	ECOLAND to find someone to replace Berit and reactivate WG (also provide item for the bulletin).	asap	
8.9	MP	To ask Faro organizer for meeting slot to discuss IALE-EU and unofficial meeting of the Council members	asap	done
	JB	to work out which countries are in the boundaries for an IALE-Europe	asap	
9.1	JB/MP	To send out letter of nomination (VP)	asap	done
9.7	RJ/FK	To put new statutes on homepage (rob more dominant on first place)	asap	done
9.8	MP	contact regional contact persons to update mailing list	asap	
	MP	To request financial support	asap	Done but ???
9.9.	JB	council report for next Bulletin	asap	