

**Report of the IASPM Executive Committee
in preparation for the General Meeting at the
Kulturnbahnhof, Kassel, 29 June 2017**

Dear IASPM members,

The following reports are presented by the IASPM Executive Committee to the IASPM General Meeting. The minutes of our meetings are now published on the IASPM website; listed below are the reports on our activities related to the conference, membership, accounts, the website, and the nominations for the next Executive Committee.

We look forward to seeing you in Kassel.

With all best wishes,

Sue Miller, IASPM General Secretary

15 June 2017

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CHAIR REPORT

The 2015-2017 IASPM Executive Committee is:

Chair	<i>Goffredo Plastino</i>
General Secretary	<i>Sue Miller</i>
Membership Secretary	<i>Jacopo Conti</i>
Treasurer	<i>Emilia Barna</i>
Web / Publications	<i>Ed Montano</i>
Member at Large	<i>Julio Mendivil</i>
Member at Large	<i>Ann Werner</i>

The EC has had two good, at times intense working years, marked by some plenary Skype meetings (minutes are available at <http://www.iaspm.net/minutes-reports/>), and by regular email communication, which decreased the necessity to meet via Skype. There have been peaks before the 2017 Conference internal and public deadlines, and in conjunction with some issues brought to our attention, reported below. Our work together has always been based on the continuous sharing of all information and on democratic discussions and procedures. There has been a regular dialogue on specific concerns with former IASPM Chairs and EC members, and with current branch Chairs: I would like to acknowledge here the help and the suggestions offered to us by Franco Fabbri, Christoph Jacke, Helmi Järviluoma-Mäkelä, Anahid Kassabian, Claire Levy, Tony Mitchell, Geoff Stahl, Philip Tagg, and Martha Tupinambá de Ulhôa.

The reports in the following pages focus on specific activities undertaken and discussion of issues that have arisen during the last two years; I'd like here to comment on distinct and more general matters.

Exclusion/Expulsion of Members

At the beginning of April 2016, María Luisa de la Garza (Chair of IASPM América Latina) and Fernán del Val (Chair of IASPM España) wrote to the Chair about the case of a former member that had just joined the Spanish branch. Said member was excluded from the IASPM list and from the IASPM-AL list in 2010, and expelled from the Latin American branch in 2012. IASPM-AL was worried about the renewed membership, which

would have allowed the expelled member renewed access to all IASPM lists and participation at all IASPM conferences. IASPM España subsequently asked if the membership they had granted was indeed allowable.

The current EC members — except Julio Mendívil, who offered useful information about the 2010-2012 events — were not aware of this case. We tracked down all available documents, and discussed the issue with some former IASPM Chairs and EC members.

On 1 September 2010 Jan Fairley — then IASPM Chair — sent a message to the IASPM list, quoted in part below:

I write to let you know that after a lengthy period of reflection over a difficult situation IASPM Latin America have taken the decision to exclude a member of IASPM AL from the IASPM Latin America list until the case can be fully discussed at the next IASPM AL conference (Córdoba, Argentina 2012). [...] In a nutshell said member has openly contravened IASPM statutes, and ignoring professional protocols and etiquettes misappropriated the IASPM AL list to create a parallel organization while simultaneously seeking to undermine the present democratically elected executive of IASPM AL, IASPM AL itself and IASPM International. This situation has been brewing for a very long time and despite friendly approaches both privately and publicly from numerous people over a long period asking said member to reconsider their actions there has been no positive outcome. As a result said member is withdrawn from IASPM International lists until further notice. The decision to exclude said member has not been taken lightly and the situation has been discussed within present and with members of past executives of IASPM.

The decision was reaffirmed in the 30 October 2010 EC minutes. Then, on 21 April 2012, during the *X Congreso IASPM-AL* (Córdoba, Argentina) GM, the expulsion was further discussed, voted and approved. In 2014 said member asked to be readmitted through links between a musicological association and the Latin American branch: the *XI Congreso IASPM-AL* (Salvador do Bahia, Brazil) GM decided not to establish any links. In 2016 said member asked to be readmitted to IASPM-AL again, and the *XII Congreso IASPM-AL* (La Habana, Cuba) GM voted against such a request.

After a review of the whole process, on the basis of all the official available documents, we decided that said member was rightly expelled from IASPM and that the recent IASPM España membership must be considered null and void.

The case is reported here because it points at a more general issue. There are no regulations in the Statutes and in the Rules of Procedures that govern the exclusion/expulsion of a member. Statutes 9.3 (“The Executive Committee is charged to realize the Association’s aims and policies”) suggests that the EC is in charge of such decisions, as this case seems to confirm. However, there could be members for whom the introduction of more detailed regulations would be appropriate, and the GM may be the forum in which to start a discussion about them.

Popular Music Studies Chair at Humboldt-Universität, Berlin

On the initiative of Christoph Jacke (Chair of IASPM D-A-CH), together with GfPM (Gesellschaft für Populärmusikforschung /German Society for Popular Music Studies), GFM (Gesellschaft für Medienwissenschaft, AG Populaerkultur und Medien), and GMM (Gesellschaft für Musikwirtschafts- und Musikkulturforschung), in January 2017 IASPM expressed by letter our concerns about the cancellation of the appointment process for Peter Wicke’s former Chair in Popular Music Studies at Humboldt-Universität, Berlin. Similar concerns were also expressed directly to me by a member that had applied for that position.

In the reply to our letter, the Dean Prof. Julia von Blumenthal stated that a new call for applications will be made public in the near future. Hopefully an announcement for the Professorship in Popular Music Studies at Humboldt will circulate before the end of this year. In any case, IASPM D-A-CH and the new IASPM EC should continue to monitor together the fulfilment of this important appointment.

2017 Conference

The EC has been involved quite closely in the 2017 conference organization. We have discussed and selected the topic and its streams; identified and invited the Academic Committee (AC) members; drafted the call for papers and reconsidered it with the AC (<http://www.iaspm.net/19th-biennial-iaspm-conference/>); received, organized and forwarded the abstracts to the AC. I would like to thank Jacopo Tomatis (Chair) and all the AC members (Cecilia Björck, María Luisa de la Garza, Jonathan Eato, Ádám Ignác,

Olivier Julien, Isabelle Marc, Hyunjoon Shin, Danijela Špirić-Beard, Catherine Strong, Dafni Tragaki, and Steve Waksman) for their excellent work.

The dialogue with the Organizing Committee (OC) (namely with its Chair, Jan Hemming), has not been ideal, with rather long periods of silence. The conference was to have been hosted by the University of Kassel, specifically in the new Music Institute building, in the adjacent Giesshaus, and in the Campus Center Lecture Hall, as per the proposal (http://www.iaspm.net/archive/IASPM2017_proposal.pdf) which was approved at the 2015 GM. The proposal also stressed: “The advantage of having the conference during the semester [“Germany’s summer term”] is that all the campus infrastructure is fully available”. Reservations of all university facilities were confirmed in November 2015, but shortly after other locations were identified by the OC, and the conference was moved off-campus. Sparse, at times unclear or discourteous communications about the OC management choices followed. In mid-March 2017, we received the first and last provisional calculation figures for the conference. The EC was not informed until late May 2017 that DOCUMENTA (the exhibition of contemporary art that takes place every five years in Kassel) had requested the exclusive use of the Giesshaus (a 130-seat room) and that as Kassel DOCUMENTA “has priority over everything” the UniKassel reservations were cancelled; the decision by the OC to rent an external venue was taken on the basis of “the specific dimensions of the conference”.

The EC accommodation was booked at an expensive hotel without the EC’s knowledge in July 2016, but the EC was only fully informed about its high costs in March 2017; when we asked to be hosted in cheaper university or student accommodation instead, we were told that this was not possible. Consequently, some EC members have reduced their stay in Kassel so as not to draw too heavily on IASPM funds.

Conference planning problems can always arise. At the IASPM 2005 Conference in Rome, for instance, the university facilities became unavailable for the last two days. The organizers found another campus location, free of charge; the €20,000 grant obtained by the local OC was therefore not used to rent rooms and IT services, but to fund the IASPM grants and the catering. It is our understanding at the moment of closing this report that the grant obtained by the OC does not cover entirely the renting of the Kulturbahnhof.

Throughout the Kassel conference management process, the EC felt somehow left out the loop; we felt we were delivered choices without fully understanding their rationale; and we had the impression that they were taken on the basis of preferred precedents,

without considering the complex set of arrangements that IASPM has asserted over more than 35 years.

In view of these recent difficulties, the EC feels that it would be better for all the actors involved in the biennial IASPM conference organization to make reference to shared and clear rules: with this in mind, we have drafted a few, simple conference guidelines (Appendix 2), to be discussed at the GM.

Goffredo Plastino

**MEMBER AT LARGE REPORT ON THE 2017 CONFERENCE ORGANIZING COMMITTEE
WORK**

I was elected as Member at Large to uphold the communication between the EC and the Kassel 2017 Organizing Committee, composed by Jan Hemming (Chair), Oliver Seibt and Susanne Binas-Preisendörfer. As I live in Germany and speak German, and due to my experience as former Chair of the IASPM Latin-American Branch, I was asked to support Jan Hemming in the conference organization and to update the EC about it. Unfortunately, since there were no clear communication structures within the OC, I could not always fulfil this function. I do not know exactly how the conference decisions were made, since I could not participate in the discussions about them either.

I have been asked to mediate with Jan Hemming and the OC about some awkward circumstances, partially outlined by the Chair in his report. The meetings with Jan Hemming were in my opinion smooth and productive, but they have not produced a clear solution to the issues raised by the EC. It is possible that within the OC, and between the OC and the EC, personality matters and intercultural communication problems played a role. In my opinion, however, the way the OC handled its relationships with the EC is on the whole very disappointing.

Julio Mendivil

MEMBERSHIP SECRETARY REPORT

Membership

During my biennium as Membership Secretary I have worked closely with Treasurer Emília Barna, especially for the subscriptions of international members and for the travel grants for the 2017 conference in Kassel.

Communication between local branches and the international office has become faster since the publication of contacts and newsletters from local branches on the international website, but – as pointed out by Alejandro Madrid in the 2015 report – we still do not have a single system in which treasurers can manage their lists within the frame of an international membership list.

Mailing List

The current system is hosted by the server of the University of Liverpool. Robert Strachan, Lecturer at the School of Music in Liverpool, is the only person with full access, and neither myself as Membership Secretary or any other member of the EC has full access. The EC has tried more than once to get in touch with Robert, without receiving a response. As an example of a list management problem, on 19 October 2016 Sue Miller asked me to unsubscribe from the listserv a member who wanted to be removed: but Robert Strachan (who has also independently subscribed some people to the list) undertook this himself without updating myself or the EC. There clearly needs to be a better system in place to ensure accountability.

A solution discussed by the EC is for IASPM to have an independent mailing list (allowing to attach documents to e-mails, an option currently forbidden), and that the EC should have complete control over the listserv. Due to the slowness that a migration to another server might entail, the EC recently decided that this is an issue to be discussed at the General Meeting: if an independent mailing list was to be approved at the GM, we estimate that the migration process could be completed by the end of 2018.

Another current mailing list management problem relates to the fact that the international office does not have access to local subscribers' lists. The Treasurer and Membership Secretary do get these lists sent to them once a year, when branches pay for their subscriptions, but they are often not up to date. With the exception of a few local treasurers, I rarely receive updates on subscriptions or un-subscriptions: this means that the

Membership Secretary of the international office can subscribe a member to the international mailing list only after:

- a)* being asked from that very member to be subscribed to the list;
- b)* verifying his/her subscription, by asking for proof of it (a receipt of payment).

The whole process would be much faster if local secretaries were to send updates to the international Membership Secretary at more regular intervals. In addition to all the above, there might be many people currently in the international mailing list whose subscriptions to local branches are long overdue. A better cooperation between local branches and the international office is recommended for the future and perhaps an updated system could be devised.

Joining IASPM International Office

We still have a problem regarding the process of joining the Association via the international office. As I am writing, the instructions in the IASPM website (<http://www.iaspm.net/how-to-join/>) read as follows:

Are you living in an area with an IASPM branch (see Branches menu on the homepage)? If yes, contact the local membership secretary. If not, send an email to our membership secretary.

Prospective members living in areas covered by local branches should contact their membership secretaries first. Many, however, still join the international office but *not* their local branch. When this happens, I reply to them to clarify the situation and ask them to contact their local treasurer/membership secretary: all this leads to bureaucratic slowness (and often to a change in the required amount of money). Perhaps an even clearer explanation of how to subscribe might lead to a faster subscribing process, both for the international membership secretary and for local treasurers and the EC.

New branches

During the 2015-2017 biennium, I was asked about the possibility of creating new branches (from Portugal, Greece, and Poland), but at the moment none of these new branches have been established.

Grants

Emília Barna and I managed the applications for travel grants to the IASPM meeting in Kassel. The selection process was based on the same system used for the previous conference, held in Campinas (Brazil): membership had to be up to date, being a member at least since 2016 was necessary and proof of insufficient funding had to be provided. The points system took into account the individual's participation in previous IASPM conferences (both on a national and international level: 1 point each, cumulative), service to local branches or the international office (non-cumulative: 2 points), scale of distance, depending on the distance between residence and conference venue (1 point Germany, 2 points Europe, 3 points rest of the world) and whether individuals had previously received a travel grant from the association for the previous conference (-2 point). We received 27 applications and awarded a total of 13 grants (of which one has been declined and another therefore granted).

Jacopo Conti

TREASURER REPORT

This report covers IASPM financial information up to May/June 2017.

IASPM runs two bank accounts located in the United Kingdom's The Co-Operative Bank (Co-op): a main USD account and a subsidiary GBP account. Branch subscriptions are requested in USD or the equivalent in GBP.

Although most transactions are made through either one of the bank accounts, since 2012 IASPM has incorporated a PayPal account, which is mainly used to receive individual membership fees and branch membership fees.

The majority of IASPM international's income comes from waged branch and individual member subscriptions (USD 25); as well as from unwaged individual members (USD 10). Other income comes from interest originated in the GBP bank account. On one

occasion we also received GBP 75 as compensation from the bank in response to our complaints, detailed below.

At the moment of closing this report, some branches are still behind with membership updates and fees (from 2016, and in a small number of cases, 2015) (Appendix 1).

IASPM's main expenses included expenses related to *IASPM@Journal* and web hosting, as well as the upcoming expenses of travel grants and the reimbursement of travel costs to Kassel 2017 for members of the EC and journal editor Hillegonda Rietveld.

On 26 April 2017 the overall balance of IASPM's bank account was GBP 27,418. The balance of the PayPal account is currently (7 June 2017) USD 13,986.

The PayPal account, however, continues to be limited (this problem was indicated in the 2015 report by the previous Treasurer: http://www.iaspm.net/archive/2013-2015_IASPM_EC_Report.pdf) to accepting payments. I attempted to solve this problem by sending requested documentation with the help of the previous two Treasurers, especially Violeta Mayer Lux from whom identification was required. Nevertheless, the limitation was not lifted even after the provision of such documents. In practice this has not meant a problem as we do not require PayPal to make bank transfers.

We encountered problems with the bank in relation to changing signatories and address. On two occasions original documents sent to the bank via international post were lost, with the bank admitting that errors were made on their side. In addition, communication with the bank was very slow and difficult, as I had to repeatedly explain the situation several times, and had to keep resending the same documents. It is important for future Treasurers to bear in mind that everything has to be sent via DHL or a similar service, in order that it is fully traceable. We made a complaint to the bank and received GBP 75 in compensation. However, I am still only receiving statements via post with an irregularity, or sometimes these are sent to my address but using the previous Treasurer's name. There is a record of the lengthy correspondence in these matters with The Co-operative Bank.

Partly in order to counterbalance these difficulties, we requested an online banking account, which was activated in early 2017 and is working smoothly. The limitations are that it only allows bank transfers to be made within the UK. International bank transfers are still somewhat complicated and costly as the bank requires security confirmation by phone in every single case, asking the Treasurer to phone.

In light of these limitations and bureaucratic difficulties, as well as in reference to Brexit, we would like to raise the issue of switching to a new bank, preferably outside the UK. It will be important, in this case, to consider ethical banking options.

Emilia Barna

WEB / PUBLICATIONS REPORT

I'd like to acknowledge the support and hard work of my fellow IASPM EC members over the past two years, particularly the guidance and leadership of our Chair Goffredo Plastino. After six years in this role, I've decided it's time to move on and let someone else have a go, so I also acknowledge the support and work of previous EC members over the past few years.

There is little to report on IASPM's online presence. The website continues to function, and the shift to hosting the journal with PKP that we announced in the 2013-2015 EC report (http://www.iaspm.net/archive/2013-2015_IASPM_EC_Report.pdf) is working out well. While the hosting plan for the journal is not the cheapest option around, it keeps the journal independent. If future EC members and/or journal editors wish to explore other options, some institutions offer journal hosting of journals based on the OJS platform that *IASPM@Journal* uses, and this could reduce costs, but it might then potentially tie the journal to an institution. That, of course, could be a good thing.

I'm sure IASPM's web presence could be enhanced through the use of some other platforms, but my time over the past couple of years has been taken up with moving the website content over to a standard WordPress template (as outlined in the 2013-2015 EC Report). My replacement on the EC may wish to explore options for increasing IASPM's online profile.

It would be good if some kind of "archive" could be added to the website, to keep track of IASPM's development. Over the past couple of years we have made initial steps to develop this—for example, the website now has a page that lists previous winners of IASPM's Book Prize (<http://www.iaspm.net/book-prize/>), and a page of newsletters from local branches (<http://www.iaspm.net/newsletters/>). It is important that these are maintained and kept up to date.

Ed Montano

MEMBER AT LARGE REPORT ON IASPM AND THE SWEDISH TAX LAW

IASPM was founded in Sweden and is governed by Swedish tax law. As a non-profit organization, IASPM does not have to pay tax if the organization regularly proves that it is non-profit by submitting its statutes, financial reports and a description of its activities, together with an application to be exempted from paying taxes, to Skatteverket (The Swedish tax agency). This was done by the previous Swedish EC member Sara Jansson in 2012, and a new application is due this year (2017).

During the past year, I have prepared the forthcoming application in dialogue with Skatteverket, with the application to be filed after all the relevant documentation is gathered. This can be done after the financial report has been discussed and approved at the General Meeting in Kassel. The new Swedish Member at Large will be able to file the new application as early as August 2017.

Ann Werner

NOMINATIONS FOR THE 2017-2019 IASPM EXECUTIVE COMMITTEE

The rules governing nominations and the election of the Executive Committee are as follows:

From the Statutes (<http://www.iaspm.net/statutes/>): “9.3.3 the Executive Committee prepares nominations for the election of its members at the General Meeting, accepting recommendations from the Members.”

From the Rules of Procedure (<http://www.iaspm.net/rules/>): “2.1.5 Nominations for the Executive Committee and for auditors should be submitted to the Secretary at least 1 month before the General Meeting. The Secretary communicates nominations to the Association’s members immediately following the closing date for nominations and makes a full list of nominations available at the General Meeting.”

A Call for Nominations, open to all IASPM members and for all the Executive Committee positions, was posted to the IASPM List on 4 April 2017 (deadline: 29 May). Reminders were posted to the List on 3 May and on 20 May. Additionally, branch chairs were sent the call and requested to disseminate widely.

Sue Miller, IASPM General Secretary, received by email 21 nominations, which were posted to the List on 31 May 2017. The results are as follows:

Chair

Michael Drewett

Nominated by Jan Hemming

Antti-Ville Kärjä

Nominated by Jan Hemming

Lee Marshall

Nominated by Martin Cloonan

Julio Mendivil

Nominated by Christoph Jacke and Goffredo Plastino

Goffredo Plastino

Nominated by Alessandro Carrera

David Shumway

Nominated by Jan Hemming

General Secretary

Michael Drewett

Nominated by Jan Hemming

Antti-Ville Kärjä

Nominated by Jan Hemming

Silvia Martínez

Nominated by Héctor Fouce

David Shumway

Nominated by Jan Hemming

Membership Secretary

Jacopo Conti

Nominated by Alessandro Carrera, Franco Fabbri and Goffredo Plastino

Treasurer

Emília Barna

Nominated by Sue Miller and Goffredo Plastino

Web / Publications

No nominations received

Member at Large

Ann Werner

Nominated by Sam de Boise and Goffredo Plastino

Member at Large

Antti-Ville Kärjä

Nominated by Jan Hemming

Michael Drewett

Nominated by Jan Hemming

David Shumway

Nominated by Jan Hemming

All nominees were informed by email (31 May), and asked if they wanted to stand in the election; three nominees (Antti-Ville Kärjä, Michael Drewett, David Shumway) were also asked if they wanted to stand for one, two, or three EC roles, as per nominations.

Four members of the current EC — Emília Barna, Sue Miller, Ed Montano, and Goffredo Plastino — decided to step down from their roles. Three nominees, also members of the current EC, will stand for re-election: Jacopo Conti (Membership Secretary), Julio Mendivil (Chair) and Ann Werner (Member at Large). Four nominees will stand in the election: Antti-Ville Kärjä (Member at Large), Lee Marshall (Chair), Sílvia Martínez (General Secretary), David Shumway (Chair). One nominee, Michael Drewett, will not stand in the election.

Kimi Kärki offered himself for the Web / Publications role, and discussed its duties with Ed Montano, who kindly agreed to help him in the handover period. The nominee for the Treasurer vacant position has been identified through discussions within the EC: we would like to thank Marta García Quiñones for her availability.

The current Executive Committee therefore advances the following nominations for the 2017-2019 Executive Committee:

Chair

Lee Marshall

Nominated by Martin Cloonan

Julio Mendivil

Nominated by Christoph Jacke and Goffredo Plastino

David Shumway

Nominated by Jan Hemming

General Secretary

Silvia Martínez

Nominated by Héctor Fouce

Membership Secretary

Jacopo Conti

Nominated by Alessandro Carrera, Franco Fabbri and
Goffredo Plastino

Treasurer

Marta García Quiñones

Nominated by Emília Barna

Web / Publications

Kimi Kärki

Nominated by Ed Montano

Member at Large

Ann Werner

Nominated by Sam de Boise and Goffredo Plastino

Member at Large

Antti-Ville Kärjä

Nominated by Jan Hemming

Voting procedures are described in the Rules of Procedure, 2. (2.1.1 to 2.1.5)
(<http://www.iaspm.net/rules/>).

The International Association for the Study of Popular Music

Accounts Summary

Between 1 January 2015 and 31 December 2016

Income	2015	2016
Other Income	-	-
Branch Income	20492	11651.37
Individual Members	500	465
Interest Income	n/a	n/a
Total income	20992	12116.37
Expenditure	2015	2016
Bank/Paypal Service Charge	n/a	n/a
Executive Expenses	-	-
Conference Expenses	-	-
Miscellaneous	23.72	n/a
Journal Expenses	1996.50	1680.50
Proceedings	-	-
Website Expenses	GBP 248.02	
Conference Grants	9726	
Total Expenses	11746.22 + GBP 248.02	1680.50

GBP account balance	31 Dec 2015	14541.25
USD account balance	15 Feb 2016	18834.68
GBP account balance	31 Dec 2016	14,286.42
USD account balance	<i>(no statement sent)</i>	

Branch fees (USD) based on membership lists
sent between 1 January 2015 and 31 December 2016

2015

3550	Latin-America (2013-2014)
655	Korea (2014)
500	Canada (2014)
1225	Spain (2014)
500	Norden (2014)
1800	Australia and New Zealand (2014)
850	DACH (2014)
1005	Benelux (2014)
2445	Francophone (2014)
4250	US (2014)
575	Italy (2014)
400	Turkey (2013-2014)
725	Japan (2014)
200	Hungary (2014)
2825	UK and Ireland (2014)

2016

2825	Latin-American (2015)
3600	UK and Ireland (2015)
350	Canada (2015)
625	Norden (2015)
1575	Australia and New Zealand (2015)
1275	DACH (2015)
525	Francophone (2015)

Additional Notes to the Accounts

IASPM's reporting currency is USD.

IASPM's assets are two bank accounts: a USD and a GBP account.

Exchange rate gains and losses are calculated in line with foreign exchange rate fluctuations.

IASPM Biennial Conference

GUIDELINES

PROPOSALS

Proposals to host the IASPM Biennial Conference must be sent to the IASPM Chair. A proposal must include details about:

- hosting institution or institutions;
- support of the local IASPM branch (if available);
- details of the conference facilities and accommodation opportunities;
- provisional breakdown of costs, funding, and grants planning.

The proposals will be made available to all members on the IASPM website and by email, at least a month before the forthcoming GM. The GM will evaluate the proposals; act by majority or unanimously on the next conference; and decide upon the conference dates.

PRIORITIES

The main aim of the IASPM Biennial Conference is:

- the exchange of scholarly work and the establishment of scholarly networks (conference fees should then be kept to a minimum, to encourage the widest participation).

Funding and organizational priorities are:

- participation and underwriting grants (for students, non-academic members/independent scholars, scholars from poor countries, senior IASPM members);
- accommodation opportunities (university/student accommodation facilities should be favoured and made available to the largest number of participants).

ROLES

Executive Committee

The EC will:

- choose the conference topic;
- choose the Academic Committee chair and members, on the basis of branch representation;
- agree the conference deadlines with the conference Organization Committee (OC);
- draft the call for papers;
- discuss the cfp with the conference Academic Committee (AC);
- circulate the cfp;
- oversee the conference organization with the OC;
- decide on major conference issues during the organization process.

Academic Committee

The AC will:

- review and revise the cfp;
- evaluate the abstracts, and decide upon their acceptance or rejection;
- send the complete list of accepted and rejected abstracts to the OC.

Organizing Committee

The OC will:

- set up the conference website;
- receive the abstracts and forward them to the AC for evaluation;
- set up the conference fees payment system;
- send out the acceptance and rejection letters/emails;
- invite the keynote speakers;
- draft the provisional and definitive programmes;
- update the EC on a monthly basis regarding the local organization;
- be responsible for the on-the-ground running of the conference;
- be responsible for any proceedings publication (including any permissions and the editing involved).

PROCEEDINGS

The proceedings will be made available free of charge, as a pdf file, through the IASPM website.

EXECUTIVE COMMITTEE EXPENSES

EC travel fees will be refunded by IASPM, unless funded by grants obtained by their members, or by the OC. EC accommodation will be offered or paid for by the OC, unless funded by grants obtained by the EC members. The *IASPM@Journal* editor and the AC Chair must be considered as EC members, as far as conference travel fees and accommodation are concerned.