

**Minutes of the 2012 Annual General Meeting  
Held at the Biosphere Green Room, Our Dynamic Earth, Edinburgh on 4 September  
2012**

**Present (Committee):** Simon Smith (SS), David Boyd (DB), Andy Dainty (AD), Ani Raidén (AnR), Chris Gorse (CG), Paul Chan (PC), Andy Ross (AR), Will Hughes (WH), Charles Egbu (CE); Stephen Gruneberg (SG), Chris Harty (CH), Robby Soetanto (RS), Shu-Ling Lu (SL)

**Apologies (Committee):** Chika Udejaja (CU), Milan Radosavjlevic (MR), David Proverbs (DP), Noel Painting (NP), Wei Pan (WP), Rod Gameson (RG), Paul Stephenson (PS)

The meeting commenced at 1615hrs and the chair, CE, welcomed the 31 members present at the AGM.

1. Minutes of the 2011 Annual General Meeting

The minutes of the 2011 AGM was confirmed by members present to reflect a true and accurate record of the 2011 AGM.

2. Action Points from 2011 Annual General Meeting

- a. Reinvestment of ARCOM surpluses: CE reported that the committee discussed possible ways of reinvesting ARCOM surpluses at the Committee Away Day in Edinburgh in February 2012. This resulted in the creation of the ARCOM Travel Grant Scheme and the development of the ARCOM Seminar Series (to be publicised). A total of five Travel Grant applications (amounting to approximately £5,000) were approved for 2011-2012.
- b. Page limit of future conferences: CE reiterated that the page limit for ARCOM conference papers is 10 pages. However, in exceptional circumstances, longer papers might be considered. For example, if there is a contribution made by a scholar from outside the field of construction management where the norm is for longer, more discursive papers (e.g. sociology, anthropology), then lengthier papers would be considered. Allowance will be made on a case-by-case basis.
- c. Links with established journals in the field: CE noted that the ARCOM community is already connected with colleagues who have links with established journals in the field, e.g. *Construction Management and Economics*.

3. Matters Arising

The following was considered as matters arising:

- a. Actions arising from 2011 Annual General Meeting (action points noted above)
- b. Nominations and election to the committee;
- c. Chairperson's report, and;
- d. Presentation of the financial accounts for the year ending 30 April 2012.

4. Nominations and Election to the Committee

AD outlined the nominations and election process. AD reported that the constitution was amended and ratified at the Extraordinary General Meeting (EGM) in February 2012. AD reported that three committee members have resigned from the committee, including WH, WP and NP. Three new nominations were received, including Fred Sherratt (University of Bolton), Steve Donohoe (University of Plymouth) and Poorang Piroozfar (University of Brighton). Checks were also made to ensure that nominees were fully-paid-up members of ARCOM at the time of nomination, and that all nominations were seconded by ARCOM

members. As the number of nominations fell below the number of constitutionally available places on the committee, all nominees were duly elected for 2012-2013. The Executive Officers and Committee Members of ARCOM for 2012-2013 are listed below:

#### *Executive Officers*

Simon Smith	Chairperson
Charles Egbu	Immediate Past Chairperson
Ani Raidén	Vice Chairperson
Paul Chan	Secretary
Chris Harty	Treasurer
Shu-Ling Lu	Membership Secretary
Robby Soetanto	Newsletter Editor

#### *Other Officers and Committee Members*

Paul Stephenson	Workshops Convenor
Stephen Gruneberg	International Liaison
Chris Gorse	CIOB Liaison Officer
David Boyd	Andrew Dainty
Steve Donohoe	Rod Gameson
Poorang Piroozfar	David Proverbs
Milan Radosavljevic	Andrew Ross
Fred Sherratt	Chika Udejaja

#### 5. Chairperson's Report

CE expressed his gratitude to members of the ARCOM Committee for their efforts in making ARCOM and its conference and activities such a success. CE reiterated special thanks to the three outgoing committee members, WH, WP and NP. CE went on to report on the success of the ARCOM 2011 Conference in Bristol. He thanked the extended Scientific Committee for their help in maintaining the high quality ARCOM reviewing process. The Bristol conference resulted in a surplus of approximately £21,000. CE also reported on ARCOM activities over the past year. Most notably, CE mentioned that the ARCOM website has been revamped, with dramatic improvements made to integrate the membership and conference database as well as to allow for online payments. CE also noted that the enhanced online conference system has allowed for a speedier review process and expedited the nominations and selection of papers for prize-giving. CE reported that ARCOM has also refreshed its logo. On membership, CE reported an increase in individual membership, and welcomed the latest institutional member (University of Central Lancashire). The rise in membership demonstrates the strength of a growing ARCOM community. CE reiterated the creation of the Travel Grant Scheme, which would serve to widen participation of the ARCOM Conference, particularly from colleagues in developing countries. CE then listed a number of ARCOM workshops that have run in 2011-2012, including "Sustainability and Low Carbon Construction", "Stakeholders' Value in Projects" (jointly organised as an ESRC Seminar), and "Philosophy and Construction Management Research". CE reported that ARCOM has also expanded its connections with international partners and professional institutions; ARCOM now has links with *inter alia* organisations in the USA, Scandinavia, West Africa, and numerous professional institutions such as the CIOB, RICS etc. CE concluded by asking members to take an active role in contributing stories to the ARCOM newsletter.

#### 6. Treasurer's Report

CH reported that income from individual membership has increased over the last year, as a result of finetuning the membership database. Institutional membership remains strong. There are currently 16 institutional members, with the University of Central Lancashire as the latest member. CH reported that the headline income for 2011-2012 is approximately £64,000. On ARCOM publications, WH noted that since the ARCOM proceedings have

been made available online, there is less demand for the print copy of ARCOM proceedings. However, there remains a backlog of ARCOM proceedings from previous conferences and it would be good if the proceedings could be distributed. It was noted that the number of print copies will be reduced in future conferences. CH noted that Committee expenses have increased from just under £5,000 in 2010-2011 to approximately £8,700; this is a consequence of the introduction of an annual strategic meeting (ARCOM Committee Away Day in February of each year). CH noted that the expenses have increased from £53,944 to just over £67,000, but this includes over £13,400 incurred for the 2012 conference. CH reiterated that the ARCOM finances remain at a healthy level, and that this surplus is useful for investing in the ARCOM workshops, Travel Grant Scheme and the ARCOM Seminar. SG asked about the resilience of the ARCOM finances given the effect of economic pressures on the Higher Education sector in general, and ARCOM Conference income in particular. CH noted that ARCOM continues to attract delegates because of its quality, and so the economic constraint is something to consider for the future with less concern for now.

#### 7. Incoming Chair

CE noted that he would be stepping down as Chair at the end of his two-year tenure. He welcomed the incoming Chair, SS. SS expressed his thanks to CE for his leadership of ARCOM, as shown by the success of the past two conferences.

#### 8. Any other business

WH clarified that the Travel Grant Scheme is open to everyone. He noted that six awards from five applications have been given to members. However, he noted that members from developing countries are especially encouraged to apply for the Travel Grant Scheme. WH also noted that there is an ARCOM Mentorship Scheme (separate but related to the Travel Grant Scheme), which is designed to connect members with established researchers around the world. Helen Garmston from the University of Plymouth asked about the online voting system. PC clarified that the online voting system is activated only when there are more nominations than constitutionally available places on the committee. As this is not the case for 2012-2013, the online voting system is not activated. PC reminded members that the online voting system will close a week before the conference in future. AD asked about the notes from the Extraordinary General Meeting held in Edinburgh in February 2012. PC stated that a summary has been included in the latest ARCOM newsletter.

There being no further matters, the AGM closed at 1645hrs.

**List of members present at the 2011 ARCOM Annual General Meeting (AGM)**

<b>Surname</b>	<b>Forename</b>	<b>Institution</b>
Aboagye-Nimo	Emmanuel	Nottingham Trent University
Agyekum-Mensah	George	Nottingham Trent University
Ahiaga-Dagbui	Dominic	University of Edinburgh
Chow	Vivien	University of Hong Kong
Dorée	André	University of Twente
Forbes	Doug	WLC Limited
Garmston	Helen	University of Plymouth
Kao	Chung-Chin	The Chartered Institute of Building
Oladapo	Adebayo	University of Central Lancashire
Räisänen	Christine	Chalmers University of Technology
Scott	Lloyd	Dublin Institute of Technology
Sexton	Martin	University of Reading
Sherratt	Fred	University of Bolton
Ssemogerere	Kenneth	Makerere University Uganda
Tang	Yu Hoe	University of Nottingham
Thomson	Craig	Glasgow Caledonian University
Thorpe	David	University of Southern Queensland Australia
Tryggestad	Kjell	Copenhagen Business School