

Report on the meeting of the Standing Committee on International Committees.

Paris (France), May 2006.

Members present: Yani Herreman, Chair. Pascal Makambila, Timothy Mason, Sandy Lorimer, Ben Koevoets. Martin Schaerer, Vice President Executive Council and Per Rekdal member Executive Council. Excused: Lina Nagel.

Yani Herreman welcomed members present.

Agenda

The proposed agenda was accepted by members adding with the presentation to the International Committees group.

Approval of the December minutes

The minutes of the 9th December 2005 meeting were approved

Matters arising from the minutes of the First Session were covered in the following discussions

Rules

The Committee confirmed its approval of the Rules as discussed in Vienna and issued on December 9, 2005.

Terms of Reference

The Committee confirmed its approval of its own Terms of Reference outlined in the paper tabled in December 2005.

It was noted that the Chair will report the Committee's recommendations to the Executive Committee no less than yearly.

Process for Creating a New International Committee

CIC members noted that the Process for Creating a New International Committee can take more than a year to go through the review of CIC, Advisory Committee and Executive Council, particularly since Advisory meets once a year.

It was noted that potential committees should also look at the ICOM Code of Ethics and Statutes when applying for IC status.

It was agreed that CIC will produce guidelines for the submission of a request for a new international committee. The guidelines will help those making proposals to provide all the necessary information in a coherent package that can be easily reviewed.

Membership

Yani thanked Ben for his work on assembling membership lists with the assistance of Tito Chan from the ICOM Secretariat. It was noted that these membership lists frequently have errors and out-of-date information. Tito explained that maintenance of a database of over 21,000 ICOM members takes more resources than the Secretariat can provide. Nevertheless, Ben will continue to assemble the lists for all of the international committees with Tito's help.

Tito reported that approximately 40% of ICOM members are members of an IC. While ICs would like to increase their membership because they expect more funds for more members, Per noted that such a financial increase might not necessarily follow. It would be a decision of the Executive Council whether the portion of the ICOM budget currently allocated to ICs would increase or whether the individual subvention per member would be reduced to keep the portion more or less the same. Sandy tabled a simple analysis she had done with some of the information provided by Ben and Tito, demonstrating how the memberships of some ICs is changing. It was agreed that more information is needed to make this analysis more useful. Sandy will ask the ICOM Secretariat to provide 10 years history of the membership numbers for the ICs.

Application Forms to become a new IC

Ben and Pascal were unable to connect since December so no draft was tabled. Pascal noted that the creation of new committees must be handled carefully, particularly when there is overlap or duplication with existing committees.

It was agreed that CIC's role beyond creating an application form is to provide analysis and advice to the Advisory Council and Executive Council on the viability and appropriateness of the proposal.

Sandy suggested that Letters of Interest from potential members of a new committee would be useful, but Martin noted that such letters were not part of the conditions already approved for application for an IC, so it cannot be added at this time.

It was noted that important facts must be included in the form, including the coordinates of the proposer and other key people and a clear statement of the mission of the new committee. Tim and Ben will work together on developing a form.

Youth Art Museums Report

The CIC agreed that this proposal did not meet ICOM's **Code of Ethics**, because it was advocating the promotion and sale of children's art. As outlined in the *Process for creating an International Committee*, Yani will present the CIC's recommendation to the Advisory Council. Tim and Sandy will prepare notes of this discussion for Yani to use as well as a draft text for a letter to be sent to the proposer.

[It became a point of debate whether Yani has the responsibility to contact the proponent for further information if the recommendation was to turn down the proposal. This issue needs to be resolved: Who sends a letter of rejection?]

Draft Evaluation

Yani tabled a list of areas that the evaluation could explore. The results of this discussion were captured in a draft questionnaire which was further reviewed during the Advisory Council meetings. (Further discussion at the May 30th meeting of the committee reported below)

Statutes

Ben reported that there is very limited mention of the International Committees (only 4 times) in the Statutes. This status is unlikely to change in the new Statutes because items such as the **Rules for International Committees** could be considered by-laws and other documents, such as How to Apply for a New IC” could be part of the policies and by-laws that Gary intends to frame.

Yani will confirm with Gary which IC documents will fall into which category (by-laws or policies or guidelines).

Ben will continue to follow up on how the CIC documents are being incorporated into the Statutes.

IC Meetings

Per had proposed that CIC members should try to participate in IC meetings as part of an evaluation process. Sandy assembled a list of meeting dates and locations from the ICOM Web Site.

Per indicated that he could attend the CIDOC meeting in Gothenburg as well as the Costume committee meeting in Copenhagen and IC-MEMO in Norway. Ben said he could attend ICOMAM in Brussels and ICOMON in Germany.

It was agreed that the CIC member would contact the Chair of the committee to indicate his/her presence. It is expected that the IC would waive the conference fee. Although it is not ICOM’s practice to pay for travel in these circumstances, a request should be made to the Executive Council to cover such expenses.

The CIC representative at an annual IC meeting would observe how the committee functions and have a meeting with the Board to review the IC’s performance and needs. A report would be circulated to the other members of the CIC after the meeting.

Reviews may also take place during the Triennial meetings, during an Advisory or in some other meeting situation.

Yani noted that ICOM could assist with travel by writing letters of support to possible sponsors or associates to solicit financial support from other agencies. She will follow up on this proposal with the ICOM Secretariat and the Executive Council.

IT was acknowledged that travel expenses will hamper the participation of CIC members in IC annual meetings, so the questionnaire discussed during this meeting will have to be the basis of evaluation. In special circumstances, travel funds will be sought.

ICOM Annual Allocation for ICs

No member of the CIC knew how the funding envelope was allocated to the ICs. [The Advisory Council approved the Budgets for 2005, 2006 and 2007. The funds approved for IC annual subsidies is 58,952 euros, 64,500 euros and 70,300 euros respectively]

It is not clear what would happen if every person joining ICOM had to select an international committee. The number of members would increase substantially, but it is not clear that ICOM could continue to provide the same subsidies currently in place. It would be very helpful to find out from the Treasurer how the annual subventions are determined – by dividing a pre-determined number of multiplying a fixed sum per member by the number of members in a committee.

Per and Martin noted that it is very important to find out how the ICs spend their money and what alternative sources they have for funding. This can be part of the questionnaire or discovered through a review of the annual financial reports submitted to the Secretariat.

Triennial Activities

Yani Herreman proposed that the International Committees be given the opportunity to participate in a poster show about their committees. She will look into this further.

Yani Herreman presented the idea to the Executive Council in December.

Next Meetings

All members of the CIC should attend the International Committee meeting on Tuesday, May 29.

The CIC should plan to attend the Executive Council meeting in Paris in December. It was acknowledged that these meetings are difficult for members of the CIC without institutional support for travel expenses. As noted above, Yani will follow up with ICOM for solutions to this problem.

Yani Herreman has been in contact with the Secretary General in this regard.

The CIC will meet in Paris, December 1 and 2, 2006.

Advances in CIC' activities

Yani Herreman contacted members of the elected "Working group on Strategic Plan" of the International Committees and addressed the International Committees Chairs to inform them about the survey they will receive shortly. The importance of their support was enhanced and the need to have their answers as soon as possible was stated.

After several months of correspondence between CIC members in order to edit the first draft survey designed in Paris last May, CIC was able to finish, have the Secretariat translate it into French and will proceed send it by November 3 to all International Committees' Chairs. CIC will proceed to analyze the answers and present the results to E.C.