

MINUTES STEERING COMMITTEE

Brussels, 9 March 2002

Present

Hans van Aalst; Frans Schneider; Wolfgang Stutzmann; Kent Anderson; Leif Haar; Louise Rosthoj; Leila Lahti; Peter Hodgson (Chair); Larry Kavanagh; Maria Corrodoni; Marián de Villanueva
Chairman: Peter Hodgson

1.- Apologies

None have been received.

Marián de Villanueva requested to circulate the minutes of the last Executive meeting

2.- Portfolios

Each one responsible of a portfolio sent the information before the meeting.

WEB: Kent Anderson presented interesting statistics about the visits of the website.

Kent Anderson will add information about fees to be Member will be added, as well a suggestion to contact National Represent about special agreements. Frans Schneider agreed to formulate a statement about fees to go on the website and to be sent to new members alongside the Conditions of membership.

Having been approached by a number of commercial enterprises regarding membership or promoting their services through links to the EFVET website, this must be subject to Executive Committee ratification and the Enterprise must pay for such a service. When it is a NGO link – this would be approved provided there was a reciprocal arrangement – clarification would need to sought from Executive prior to action

Links to Member's website should be added, and on the Member's website EFVET website too.

NEWSLETTER: Leif Haar will ask CEDEFOP for information to be added to the next and future newsletter(s). Frans will send information about internationalisation.

EU PROJECTS: Wolfgang has continued to encourage Members to add EFVET as a partner for dissemination into their projects, which will be done through: Round Table at Conference; via the website and Newsletter.

INTERNATIONALISATION: Leif Haar; Louise Rosthoj; Leila Lahti will form a team to extend EFVET into European east countries. Russia is not going to be contact by now. Frans presented his draft Policy statement on Internationalisation – well received – he emphasised need for comments and for these to be sent to Frans before the end of March 2002.

The Members must know about the benefits and possibilities of the internationalisation and the way to use it. - often difficult for individual members to recognise the way they might take advantage of our global links – very much a need to spell out in Web and Newsletter

3.- Membership

Peter Hodgson introduced a draft discussion paper on membership extolling the need for National Representatives to look closely at their own membership structure and organisation with a view to maximising both numbers and income. This is on-going and will need to be addressed continually.. Kent Anderson will try to provide a data base of the Members by type of “teaching”. Peter Hodgson will send a document about the added value of EFVET for the Members.

Maria Corrodoni and Hans van Aalst – identified the developments on broadening Membership in Italy – welcomed by all as a positive step forward

4.- Services to Members – Central Office

SC members discussed the need to reinstate and staff the Central Office in Brussels.

Frans Schneider confirmed that every effort would be given to securing this subject however to the financial position and income necessary to secure continuity and pay staffing. Frans Schneider as part of process will draft a job description and person specification setting out the detailed duties expected of the post and the skill, knowledge and experience required of the successful candidate and share this with Executive/Steering Group. Marián de Villanueva will then formalise documentation.

5.- Conference Sevilla.:

Leif Haar presented a draft document about the programme. Later will circulate the revised one. The hotel has been chosen already and terminology of theme was finalised.

7.- Financial situation

Frans Schneider will send invoices next week. The budget 2002 presented was clarified as the approved budget set and decided upon last October. Frans circulated all financial reports having completed these post the January meeting of the Executive

10.- Matters arising

Hans Aalf insisted on the importance the European Commission knows EFVET is representing Europe. It was suggested that EVTA be invited to join EfVET in cooperating in an exhibition of VET in Europe at the Parliament in early October 2002 following exploratory talks with Simon Murphy – Labour MEP's leader in European Parliament

HOBSON: Peter Hodgson will propose them to be a member for 11.000 euros – other aspects of collaboration as circulated by Hobsons left on table for time-being

Frans Schneider will apply for a Leonardo budget for the Conference.

Hans van Aalst expressed his desire and willingness to remain as President for a further two years when his present period of office is completed. He outline two primary conditions:

He would like EfVET members to make a greater active contribution to their own network and not be so reliant on National Reps. It is a body to support members – members have a responsibility to each other as well. In addition he wished to establish a second Vice President position to ensure the Southern European Countries had a more equitable voice and stimulate membership.

Members of the Steering Committee expressed their thanks and gratefulness to Hans for his active and strong contribution as EfVET President to date and welcomed his willingness to stand again. In terms of the conditions identified above – the first was carried wholeheartedly – the second it was felt needed a little more thought –and would be settled at our next Executive meeting to be held in June 2002. This was not seen as a stumbling block – merely a need to reflect and clarify.

Larry Kavanagh for family reasons had unfortunately to leave the meeting. SC members expressed their warmest wishes.

11.- Date and time of the next meeting- Year planner

Dates for the Executive Team: NO DETERMINATE ALREADY

Steering Committee. Brussels, 31 August, 9:00 H.