

Report of GAJE Steering Committee Meeting

The meeting was originally scheduled for the period September-October 2015. However the meeting stretched to May 2016.

The Steering Committee (hereafter The SC) sitting as the GAJE Board of Directors, met via email from September 16, 2015 through the end of May 2016. The following members participated in the meeting: Marzia Barbera; Mariana Berbec-Rosta; Lisa Bliss; Timothy Casey; Anna Cody; Filip Czernicki; Jose Garcia Anon; Jeff Giddings; Catherine Klein; Odinakaonye Lagi; Bruce Lasky; Nisreen Mahasneh; David McQuoid-Mason; Ajay Pandey; Frank Bloch; Wendy Morrish; Dr. Panarairat Srichaiyarat; Celeste Romero; Christopher Mbazira; Tomoszek Maxim; Uli Parulian Sihombing; Alejandro Posadas.

Mariana Berbec-Rostas the President called the first online meeting of the renewed SC to take place from **September 16 to October 10, 2015** with the following agenda.

September 16 – 26:

1. Review and approve individual responsibilities for the 4 key executive officers: the President; the Secretary; the Chair of Communications; and the Treasurer.
2. Financial situation report after Eskisehir conference this July –

September 26 –October 10:

3. Elections of at-large members:
4. Eskisehir conference report.

Addition to the agenda:

5. Developing A code of Conduct for GAJE Members
6. GAJE Co-Sponsoring the 2nd Asia CLE Summer School and related issues on regional events

Suggestions to add next GAJE conference on the agenda was deferred, as it was agreed that institutional process should be addressed first having been shelved so many times.

September 16th 2015 – March 16th 2016:

1. **Review and approve individual responsibilities for the 4 key executive officers:**

Maraina had circulated draft job descriptions for the four positions for the SC to review, discuss/modify, and then approve.

Debates were centered around these questions:

- a) What sort of staff support, if any, should GAJE consider providing the organization's officers and the Chairs of its work-heavy committees?
- b) The Secretary position is drafted as a support position to the executive team. Are there any other responsibilities we can add to the current ones?
- c) Other questions refer to the remuneration options for officers that need to engage in more intensive work, e.g. treasurer's fiscal reporting period. Should partial funding be allocated to bring in additional help with the urgent tasks? If yes, how do we add it into the job descriptions?

There were strong debates over whether to have a paid Secretary either on full-time or part-time basis. This was mostly based on the fact that trials in the past of full volunteer or part-time basis had not worked out efficiently and taking on the Secretary tasks may be too much on a volunteer basis. Also issues on the need for GAJE to shift to a more organized structure as an NGO rather than base everything on voluntary basis were highlighted.

Questions and issues that were put forward to be resolved included:

- a) Should we have a part-time, paid secretary – who helps the EC
- b) Should we have a general or executive secretary for the SC and that person can use paid help.
- c) We MUST elect 3.
- d) Should we expect the three officers (President, Secretary, Treasurer), all of whom must be Board members, to carry out their responsibilities as volunteers.
- e) IF we decide that the three officers cannot be expected to carry out all of their responsibilities as volunteers, then we have a number of options:
 - i. Offer payment to one or more of the officers if the person elected to that position needs to be paid to carry out the responsibilities of that position;
 - ii. Offer funds to one or more of the officers if the person elected to that position needs to pay someone to help her or him carry out the responsibilities of that position;
 - iii. Hire a staff person to provide support to those officers that need help in carrying out the responsibilities of their position.

In conclusion the SC voted to approve the job descriptions drafted by Frank and to authorize GAJE officers, the President, the Secretary, and the Treasurer, to use funds, as per Executive Committee decision, to support the work of officers, as necessary.

1.2 Candidates for the Officer Positions

It was proposed and accepted that the SC forms a **nominating committee** for election of the officers. Based on this, Filip, Catherine, Wendy, Frank, and David were asked to serve on this nominating committee and start soliciting nominations from the SC members. Filip Czernicki served as the committee chair. The following nominations were submitted:

GAJE President: candidate Mariana Berbec

GAJE Treasurer: candidate Timothy Casey

GAJE Secretary: Candidate 1, Odinakaonye Lagi: Candidate 2, Ajay Pandey

Voting was carried out via Survey Monkey ballots webpage and results announced by Phillip on March 16th, 2016 as follows:

President: Mariana Berbec

Treasurer: Tim Casey

Secretary: Odinakaonye Lagi

1.3 Approval of Executive Committee (Hereafter EC)

On April 27th, 2016 Mariana called the SC to approve the Executive Committee and its powers. The SC voted to approve all listed items below:

- a) Do you agree to establish an Executive Committee with the following membership: the three officers – President, Treasurer, and Secretary, joined by the future Chair of the Communications Committee and one additional SC member?
- b) Do you agree to have Wendy serve on the Executive Committee as the additional SC member?
- c) Do you delegate to the EC the power to create additional committees, e.g. the Global Conference and other committees?

On May 9th 2016, Mariana announced to the SC that Frank Bloch agreed to serve as the Chair of Communications Committee. With Wendy and Frank, the Executive Committee approval process was completed.

2. **Financial situation report** after Eskisehir conference this July – There was no deliberations on this

October 11th 2015 –February 29th 2016:

3. **Elections of at-large members:** Mariana briefed the SC on by-laws which allow for election of up to 8 at-large members, as additional support to the works of the SC. Until the conference in Eskisehir, we had four at-large members: Filip Czernicki, Catherine Klein, Bruce Lasky, and David McQuoid-Mason.

The SC was to decide how many more positions to add to the existing four at-large members and whether we wanted nominations from groups affected by social justice issues across the globe in consideration to the By-laws recommendations. The argument for creating one or two new slots, in addition to the four we have had before, is that the justice education field has been expanding in the past half a decade and that, in addition to members that have been at the forefront of promoting justice education at the global level and also supporting GAJE as an organization, we could include additional persons that have had an outstanding contribution to GAJE and its mission – either through assisting with organizing of our regular worldwide conference or through serving as GAJE missionaries in geographies where the network was not as active or known.

The nominations received were as follows

Those with intention to continue serving as at-large members:

- I. Filip Czernicki
- II. Catherine Klein
- III. Bruce Lasky
- IV. David McQuoid-Mason

Nominations for new members,

- V. Wendy Morrish
- VI. Frank Bloch.
- VII. Oluyemisi Bamgbose

David's, Bruce's, Filip's, and Catherine's terms are scheduled to end in 2018, since they were elected in 2014, after the worldwide conference in Delhi. Therefore, the four of them are still at-large members. The SC then voted to add two new at-large members, Frank and Wendy, whose terms will last until 2020.

The at-large members are: Filip Czernicki, Catherine Klein, Bruce Lasky, Frank Bloch, Wendy Morrish and David McQuoid-Mason.

4. **Eskisehir conference report** – Guadalupe is to present progress on that, after consulting with David.

Report not received and discussed.

22nd October, 2015 – 5th November, 2015

3. Developing a code of Conduct for GAJE Members

Anna Cody reported that a sub-committee formed to address an incident of violence at the 8th worldwide conference in Turkey had differing views on the issue therefore needed the SC for final decision on the following 3 issues:

- a) Do you think the action/response to the incident should be a letter expressing disapproval to the man who was violent?
- b) Do you think the action should include an exclusion from GAJE activities and provide him with an opportunity to give his views on consequences?
- c) Do you agree to delegate responsibility to develop a Code of Conduct to the same subcommittee?

The SC voted as follows:

- Code of conduct: 13 said yes
- Writing a letter : 14 said yes
- Exclusion now, without further action: 3 said yes
- Exclusion, not at all: 6 said No exclusion.
- Writing a letter including exclusion from 1 conference with opportunity for affected member to respond: 5 said yes

From the votes the SC all agreed to develop a Code of conduct and write a letter expressing disapproval.

4. GAJE Co-Sponsoring the 2nd Asia CLE Summer School and related issues on regional events

On February 24th, 2016 Wendy Morrish made a request to the SC on behalf of BABSEACLE and the Southeast Asia Clinical Legal Education Association (SEACLEA) for support from GAJE for the 2nd Asia Clinical Legal Education (CLE) Summer School/Training of Trainers workshop. The request asked if GAJE will be interested to be the co-organizer and send GAJE members to contribute to this CLE and access to justice strengthening program as trainers at the 2nd Asia Clinical Legal Education (CLE) Summer School/Training of Trainers workshop from the 9th - 18th June 2016 in Chiang Mai, Thailand. As an additional suggestion, the request asked the SC to explore if GAJE may be able to provide some financial support for registration costs and/or partial travel support, similar to what is done during the World Wide Conferences, for GAJE members who can provide a strong commitment to both GAJE and are in financial need.

Frank moved a motion that GAJE join BABSEACLE as a co-organizer of its Second Asia Clinical Legal Education Summer School/Training of Trainers Workshop, without commitment of any financial resources be added to the meeting agenda.

Following discussions on the need for more GAJE involvement in regional events and to establish specific guidelines for financial support, the SC approved this additional agenda item and supported GAJE co-sponsoring the event with the use of GAJE logo but without financial support.

It was agreed in principle that there was need to create a regional committee however discussions on this were deferred until institutional process has been concluded.

12th – 15th May, 2016

Worldwide Conference

On May 12th 2016, Mariana informed the SC of EC meeting held May 11 to discuss the call for proposals for the next worldwide conference. The SC reviewed and approved a call for proposals for the next worldwide conference. SC members were also encouraged to reach out to individual GAJE members or institutions to solicit strong proposals.

Dated this 3rd June, 2016

Odinakaonye Lagi

Secretary

GAJE Steering Committee