



eapril

Cloud Guidelines

Although the launch of the EAPRIL Clouds in 2012 at our Annual Conference in Jyväskylä (Finland) seemed very promising, one of the main challenges of the upcoming years will be to keep them alive and dynamic. Together with our current Cloud Coordinators, we hope to set up diverse activities that can secure the growth of these thematic platforms. Furthermore, EAPRIL would be happy to welcome new clouds and specialised platforms in its Association. In this document, more information is provided with regard to the clouds, i.e. how to launch a new Cloud, the role of the Cloud Coordinators, the possible activities and initiatives that could be set up in each cloud, and the support that is guaranteed by the EAPRIL Executive Board and Office.

Table of contents

- 1. The role of a Cloud**
- 2. How to found a new Cloud**
- 3. Profile of Cloud Coordinators**
 - a. What does the role of Cloud Coordinator involve?
 - b. Benefits for Cloud Coordinators
 - c. Benefits for Cloud members
- 4. How does EAPRIL support Clouds**



1. The role of a Cloud

EAPRIL Clouds are thematic platforms on specific fields of interest, by which people can find others that share a similar thematic interest. As EAPRIL attracts practitioners and practitioners-researchers working on different levels (kindergarten, primary, secondary, higher, professional and workplace settings) and in different fields (teacher education, economy, business, languages, medicine, ...) these Clouds help the participants to find their way in the Association and in the Conference. Likeminded colleagues and peers with a similar curiosity in a specific domain can easily connect, not only at the conference but also in-between conferences (e.g. for writing projects together, organizing symposia, visiting each others' institute, working on a joint publication, etc).

2. How to found a new Cloud?

EAPRIL is happy to support the establishment of new Clouds that deal with a very specific educational theme or topic in the field of practitioner research. This general theme and focus should be important and emerging in the current educational field. The general rule is that the Executive Board of EAPRIL will only accept suggestions for new Clouds if this new Cloud would consist of at least 10 interested persons at the launch. Furthermore, preferably at least two different nationalities should be represented in the Cloud. Along with the installation of the Cloud, two Cloud Coordinators and one Shadow Cloud Coordinator (to take over in the following years) should be suggested to the Executive Board, who will evaluate their candidacy and appoint them if applicable (more information on the criteria for becoming a Cloud Coordinator can be found in article 3).

If you feel that a certain theme or topic is not yet represented in the current list of Clouds, we encourage you to apply for the establishment of a new Cloud. When applying for a new Cloud, the following documents should be sent to the EAPRIL Office (info@eapril.org):

- A mission statement with a clear profile description of the new Cloud. This mission statement gives a description of the identity, aims and scope of the Cloud and should not exceed over 500 words.
- Short curriculum vitae of the suggested Cloud Coordinators who are starting up the new Cloud.
- A plan of activities to be organized within your Cloud in the future.
- A list of at least 10 EAPRIL members who intend to join the Cloud.

The EAPRIL Office will present this proposal to the Executive Board of EAPRIL at its next Board meeting. The Executive Board meets three times a year (February, June, and November). The Board will evaluate the proposal and will take the final decision. Thereafter, the EAPRIL Office will inform the applicants about this decision. In case of a positive decision, the EAPRIL Office will support the coordinators of this new Cloud in launching their Cloud (see article 4).

3. Profile of Cloud Coordinators

One or two coordinators will be appointed in each Cloud. As continuity will be very important in building a strong and solid Cloud network, especially during the starting phase, we encourage the Cloud Coordinators to act as coordinator for at least 2 years and try to look for replacement coordinators in due time. This will allow a smooth transition to new cloud coordinators after one or both have decided to take a step back. It is preferred that the coordinators are from different countries, so that each Cloud can be represented by at least two different



nationalities.

a. *What does the role as Cloud Coordinator involve?*

The role of Cloud Coordinator would involve diverse responsibilities that are equally shared by both Coordinators and that will be supported by the EAPRIL Executive Board and EAPRIL Office. Furthermore, the Cloud Coordinators are invited to exchange own ideas and opinions about their role and responsibilities with the EAPRIL Executive Board and with each other during the cloud coordinators meetings. Once a year at the EAPRIL Conference, a more formal EAPRIL Cloud meeting will be organised to discuss all Cloud-related issues. Moreover, all cloud coordinators are invited to take part in the annual General Assembly meeting that takes place at our Conference. In other words, EAPRIL wishes to value the input of all Cloud Coordinators, not only with regard to their role in the Cloud but also with regard to their ideas on the Association and its activities. Their role could involve the following:

- The Cloud Coordinators are asked to take a leadership role in the further development of the Cloud and to serve as a liaison and a communication channel between the members involved in the Cloud and the EAPRIL Executive Board and the EAPRIL Community in general.
- The Cloud Coordinators are given the autonomy to set up (new) initiatives for their Clouds during the year (i.e. seminars, publications, special issues, setting up research and projects with Cloud members,...) that are consistent with the mission and strategy of EAPRIL. EAPRIL will support the Coordinators in setting up these initiatives, if requested.
- The Cloud Coordinators are invited to organise at least one Cloud Invited Session during the EAPRIL Conference (exempted from the regular review procedure). That is, they are encouraged to invite interested Cloud members and/or persons that are not yet involved in the EAPRIL community to take part in Cloud-specific sessions that deal with topics and issues that are prominent in their Cloud's specific field of interest. They are given the opportunity to 'free-style' in this session, i.e. they are free to design this invited session as they wish (symposium, workshop, panel, creative session,...)
- Moreover, the Cloud Coordinators are free to organise also other sessions related to Cloud-specific themes or challenges in the field. For example, as EAPRIL wants to bridge research/theory and practice, we invite them to organise a Practice meets Research Session within their professional Cloud network. Another idea could be to organise a workshop during the EAPRIL Conference for their Cloud members that deals with topics or issues that are currently a big challenge in your Cloud's specific field of interest. The Cloud Coordinators are asked to moderate the Cloud Speed-Dating Session during the EAPRIL Conference and a Cloud workshop. The Speed-Dating session is scheduled on the starting day of the EAPRIL Conference, the Cloud workshop session is planned later on during the Conference. The latter session will serve as the annual official meeting of the Cloud Coordinators with their Cloud members/interested new members.
- The Cloud Coordinators will be invited to suggest a number of reviewers for a number of submissions that are related to their Cloud. Also their contribution to the review process would be valued.



b. *Benefits for Cloud Coordinators*

The EAPRIL Executive Board wishes to acknowledge the effort and contributions of the Cloud Coordinators in various manners.

- Firstly, their role and contribution to EAPRIL as Cloud Coordinator will be acknowledged in all official EAPRIL communication, i.e. newsletters, website, EAPRIL E-Platform. Not only during the year but also at our annual Conference they will be presented as being one of the Cloud Coordinators.
- Secondly, they will be invited to a formal meeting moment with the EAPRIL Executive Board at the annual EAPRIL Conference. This will give them the opportunity to share their ideas and opinions related to their Cloud and to the Association with the EAPRIL Executive Board.
- Thirdly, they will be invited to the official General Assembly meeting, which is preserved for a small selection of EAPRIL Members. They can even vote in case of important decisions. Not only will the EAPRIL Executive Board present their work of the past year, the financial situation of EAPRIL will be presented and in case important decisions need to be taken, the General Assembly members are involved in them.
- Fourthly, The conference registration fee of the cloud coordinators is partly waived to 275 euro.
- Fifthly, they will be consulted and involved in all formal decisions related to the Cloud structure of EAPRIL.
- Finally, they will get two guaranteed timeslots to present their work at the annual EAPRIL Conference. However, if they want to organise more sessions in the context of their Cloud, they are of course free to do so.

c. *Benefits for Cloud Members*

Various benefits apply for Cloud members.

- The EAPRIL Clouds support EAPRIL Cloud Members and participants in finding their way (and each other) at the conference and in the Association.
- Likeminded colleagues and peers with a similar curiosity in a specific domain can easily connect, not only at the conference but also in-between conferences (e.g. for writing projects together, organizing symposia, visiting each others' institute, working on joint publications, etc).
- Information that is relevant to their field of interest can be sent to all EAPRIL Members for their information, e.g. calls for various activities, job announcements, interesting new publications in the field,...



4. How does EAPRIL support Clouds?

The EAPRIL Executive Board and the EAPRIL Office will grant as much autonomy as possible to the Cloud Coordinators. After all, they know best what is 'out there' and what their Cloud really needs. As such, EAPRIL wants to acknowledge this expertise and experience to the highest extent possible. Therefore, EAPRIL will provide the Cloud Coordinators with all support needed to successfully launch and consolidate their Clouds. Although this list is neither exhaustive nor binding, the following support could be provided, if requested:

- EAPRIL will provide the Cloud Coordinators with the email addresses of interested Cloud delegates. Only those members that have formally indicated their interest and that have given permission to use their contact details can be contacted. Of course, these details can only be used for Cloud-related issues.
- EAPRIL will support the Cloud Coordinators in organising Cloud activities during the year, if needed and/or requested.
- All questions related to the Clouds, memberships, and conference-related issues could be forwarded to the EAPRIL Office that would be happy to answer them (info@eapril.org)
- EAPRIL could provide support in sending out calls for the Cloud Invited Sessions at the annual EAPRIL Conferences.
- EAPRIL could provide support in the organisation of other Cloud sessions or activities at the annual EAPRIL Conferences, although the programme of this session is free to be decided on by the Cloud Coordinators.
- EAPRIL will organise the practical arrangements related to the Speed-Dating Sessions, as well as the annual Cloud Workshop meeting for the Cloud members at the annual EAPRIL Conferences. Nevertheless, the content of this programme of this latter session is free to be decided on by the Cloud Coordinators.
- EAPRIL will invite all Cloud Coordinators to the annual Cloud Coordinators' meeting at its annual Conference to discuss ideas and to think about new initiatives and activities that would keep the Clouds alive in-between conferences. Your input will matter!
- EAPRIL will support the Cloud Coordinators in setting up the EAPRIL LinkedIn Subgroups. The EAPRIL Office will invite the Cloud Coordinators to become a member of the EAPRIL LinkedIn Cloud subgroups. Once they have accepted this invitation, the EAPRIL Office will appoint them as moderator of this group which will give them more options to use this LinkedIn platform. EAPRIL is currently working, in cooperation with its sister association, on a new platform where documents could be shared, ideas could be commented and projects can be joined.

Would you happen to have any questions or remarks, please do not hesitate to contact us (info@eapril.org).

The EAPRIL Office

