Confédération Européenne des Centres de Langues dans l'Enseignement Supérieur
European Confederation of Language Centres in Higher Education
Europäischer Verband der Hochschulsprachenzentren

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19 CercleS Executive Committee Meeting
20 October 2026: 16:30-17:30 CET
Minutes

Approval of EC minutes of 09 September 2026
The minutes are approved.

Update from President

a. Alessandra Fazio has the floor for information about the conference
Alessandra reports on the conference organisation, the results of the survey sent to conference participants, the financial aspect of the conference, and the preparation of the final report to the EC. She is busy finalising the final report and will submit it to the EC after checking for errors. She summarises the total number of registrations, the number of participants per country, and the number of abstracts accepted. A greater number of abstracts than expected were received. This raised the academic level of the contributions but also presented logistical problems: the book of abstracts was only finalised and published on the first day of the conference, the presentation time was reduced by 5 minutes, and there were issues with venues and catering. The late registration deadline of 31 August was very problematic, as final numbers were received very late. For future conferences, the registration deadline should be made earlier.

Despite the attempt to make the Conference more multilingual, English was still the dominant language of presentations. Posters were entirely digital and were uploaded already in August, but allowed authors to upload newer versions.

Core CercleS activities: Nine Focus Groups met on the morning before the Conference started. The EC, CC and General Meetings were held as scheduled.

Conference communication: there were very few student assistants available because the conference took place during the students' exam period, so an agency was used to provide support. The programme was available only digitally in an attempt to be sustainable and green.

Financial overview: The total income was €114 354 and expenses amounted to €91 198.08, which means a credit of €23 155.92. These figures should be considered provisional until all payments and final invoices have been reconciled.

Final considerations and recommendations: The organisation of the conference involved a very demanding workload, primarily due to the high number of submissions and participants. Nevertheless, the content was of high academic standard and quality.

Alessandra gives feedback on the survey sent to participants (121 responses received).

b. Cercles 2028 - Berlin FU (AKS) - communication to AKS and members
The **XX CercleS Conference** will take place at **Freie Universität Berlin, Germany, from 14 to 16 September 2028** with the theme "Responsibilities and resilience of language centres: Navigating change and multilingual diversity". We have announced the venue to members in the newsletter and posted on LinkedIn, and created a news post. We will have a bigger announcement with a message from AKS and FU Berlin in the e-bulletin in December.

Presidency
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c. Agreement on a date for an EC meeting in December before the CC meeting
Due to a scheduling conflict , we have to change the date of the agreed meeting in December. The meeting is changed from 1 Dec to **2 Dec 14:30**. Zaan to share new meeting details with EC and update the calendar.

Update from Vice-President

a. Revision of Statutes: There is a legal process that has to be followed after the GM approved the amendments to the Statutes. We have to send the decision by the GM – the minutes of the GM plus a French translation of the formulation – to Le Tribunal judiciaire de Strasbourg (7 Quai Finkmatt, 67070 Strasbourg Cedex/accueil-strasbourg@justice.fr), where the Statutes are registered. Mia will take responsibility for this. The amendment to the Statutes need to be translated into French by a legal or sworn translator. Tom will contact a sworn translator. We can publish the content of amendments in the e-bulletin in December, then we can invite (further) changes to the Statutes – to be discussed and approved per rollam.

Update from Secretary General / assistant

a. Member subscriptions on website: 1420 (as on 19.10.2026)
Institutional members: 402, Associate members: 28
b. December e-bulletin issue contents and deadlines:
Announcing the XX Conference venue with a message from AKS and FU Berlin; a short report from Alessandra on the XIX Conference; some feedback from conference participants and FG attendees; Information about the amendments to the Statutes; Regular reports by the offices; Call for trainings for 2027. Deadline for submission for all contributions: **4 December**. Date to send out: **11 December**.

Update from Treasurer

Tom thanks Julia for her help in getting the bank issues sorted in Marseille. We are still with Crédit Mutuel, but opened a new account at the bank in Marseille. The money will slowly be transferred from the old account to the new one, and the old one will be closed. Tom will send Zaan the new bank account information to add to membership fee invoices, Boost invoices, etc.

AOB

- We want to open a call for trainings for 2027: already existing trainings that members want to open to CercleS members for the academic year 2026/2027. Zaan to announce this on website. To offer a new trainings specifically to CercleS members in 2027, the budgets will first need to be approved by the CC, which will then be published in e-bulletin.
- We have already been approached by a possible host for a CercleS Winter School in the Netherlands.
- Jagellonian University, one of our newest members (in SERMO), invited Julia and Ruth to an online meeting so that they could introduce CercleS and its activities. Based on the interaction with the staff, Julia feels that part of the budget needs to be spent to disseminate the work of CercleS, because it is apparent that some language centres are not aware of what CercleS can offer them and their teachers.

Next EC meeting: Tuesday, 24 November 16:30-17:30 via Zoom

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