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

Le Président
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CercleS Executive Committee 2020 Meeting No 19 23 April 2021: 16:00-17:30 Teams

Agenda

- **Approval of EC minutes No 18 / Update on action points (See minutes no 18)**

- **Update from President**

a. Update Working Group CercleS research on impact of the Corona pandemic on language teaching and learning: a) response rate, b) Outlook on data analysis and CercleS follow-up activities (see also under AOB)
b. Text Aspire to Inspire Training Programme for CercleS website (to be presented)
c. CC meeting of May 28: prepare short reports on slides about activities September 20 – April 21

3. Short reports of the EC activities September 20 – April 2021: slides to be put on Teams on 19/4: deadline: 18 May

a. President: Working groups, Survey, Aspire to Inspire Training
b. General Secretariat: Talks, Website; Memberships
c. Vice President: LLHE publications
d. Treasurer's report: final balance Budget 2020 und updated budget 2021

- **Update from Vice President**

a. Feedback/ Discussion: Webinar on LLHE Special issue of 16 April
b. Change at De Gruyter: new contact person; handover meeting
c. LLHE 11.01: publication in May

- **Update from Secretary General**

a. Project new website with A.D.NET: a1. criteria for selection (→ Teams folder "New website", Notes Web companies; a2: Quote (→ Teams folder "New website", "Quotes"): a3. Costs and contract; a4. Outcomes of Conception Kickoff meeting with Steering Group (Anne, Zaan, Sabina) on 21 April
b. Call for spring e-bulletin: feedback by former presidents
c. Final invitation for CC meeting: 14 May
   - final version of agenda (suggestions of issues by NA?
   - updated budget 2021 and balance of budget 2020
d. History of CercleS: update
e. Post to announce that CercleS will celebrate 30 years – to be celebrated in 2022

- **Update from Treasurer**

a. Payments 2020 fees
b. Payment 2021 fees
c. Other business: Payment of Séadna; …

- **AOB**
  - File on teams: collection of issues for EC meeting → Please add suggestions on the file on Teams
  - CercleS talks: a) Overview talks in May and June:
    25 May, 17:00-18:00 CET: Project: The Bridge (Presenter: Jane Wingren. Åbo Akademi University; Chair: Mia)

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- The Bridge is a one-year long project with the aim to help students at secondary schools to be better prepared for higher education at universities. This is achieved by creating a course which focuses on academic discourses. During the course the students will learn what is characteristic for academic writing and academic discussions. Other course topics will include reading strategies for academic texts, the difference between popular science and science as well as the importance of understanding the concept of knowledge and rational use of information in order to avoid so called knowledge resistance.

- **4 June 21, 14:00-15:00 CET: Presentation of project and publication (Webinar) "World Universities' response to Covid-19: Remote online language-teaching"(Presenter: Nebojsa Radic + co-editos; Chair: Sabina)**
- https://www.langcen.cam.ac.uk/about/Squadfree/index.html#hero
  We will announce the presentation as a "friends of CercleS"project (https://www.cercles.org/EN-H226/news-from-cercles-friends.html), which will be linked to the News site: https://www.cercles.org/EN-H20/strona-glowna.html
  → editors to send us information for promotion by 10 May

- b) Ideas for talks August - December: speakers? Format (Talk of the month? / webinars?) → Please add ideas on the file on Team
  Suggestions by Sabina:
  - June: Webinar on first outcomes of CercleS survey
  - End of August and end of September: 2 workshops to discucss the results of the survey and plan further action
- Feedback on Meeting on Digital Leadership of April 22, 17:00 CET (; Date of next meeting tbd
- Communication about upcoming events to all members
- De Gruyter: access to Journal????
- Schedule of EC meeting in June: 10 or 17 June?
- Reminder e-bulletin: EC members must please submit short contributions about developments in their office. Deadline: end May
- Tribunal de Strasbourg: document that specifies that the new statutes have been adopted and gives the composition of the new Executive committee; stating that the official 'siège' is 22 rue Descartes in Strasbourg.

- **Planned action**

→ Anne/Zaan to send minutes to EC
→ Sabina to send agenda and minutes to Kasia for upload on webpage
→ Marta to prepare final version of balance 2020 and update of budget 2021 (website…): will be sent on 14 May to NA presidents
→ On Teams: EC members to a) E-bulletin: submit short contributions about developments in their office. Deadline: end May, b) prepare slides for CC meeting. Deadline:19 May