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

Le Président
The President
Der Präsident

University of Zurich UZH
Language Center of UZH and ETH Zurich
Rämistrasse 71
CH-8006 Zürich
tel. +41 44 634 52 80
e-mail: sabina.schaffner@sprachen.uzh.ch
website: http://www.cercles.org

CercleS Executive Committee 2020 Meeting No 20 20 May 2021: 16:00-17:30 Teams

Agenda

- **Approval of EC minutes No 19 / Update on action points (See minutes no 19)**

- **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: a) Webinar: 30 June OR 1 July, 16:00-17:30 CET; b) workshop on didactic impact addressing teaching staff: tbd end of August / beginning of September, c) tbd workshop to discuss work on policy paper addressing management staff
  b. Text Aspire to Inspire Training Programme for CercleS a) on website: https://www.cercles.org/EN-H30/cercles-news/287/aspire-to-inspires-first-graduates.html, b) Report in AKS Journal (attached)
  c. CC meeting of May 28: review of slides about activities September 20 – April 21
     a. President: Working groups, Survey, Aspire to Inspire Training
     b. General Secretariat: Talks, Website; Memberships (see also report by Peter Tischer in AKS Journal (attached)
     c. Vice President: LLHE publications
     d. Treasurer's report: final balance Budget 2020 und updated budget 2021

- **Update from Vice President**
  a. LLHE 11.01: publication (planned for May)
  b. Deadline handing in manuscript LLHE 11.02: Report on Covid 19 survey

- **Update from Secretary General**
  a. Project new website with A.D.NET: a1 choice of template a2: navigation menu a3. Outlook to next steps in project and deadline
  b. Call for spring e-bulletin: feedback by former presidents
  c. History of CercleS: update

- **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
  - Communication about upcoming events to all members
  - Reminder e-bulletin: EC members must please submit short contributions about developments in their office. Deadline: 31 May
  - To be discussed at next EC meeting: organisation of work in EC, outlook on further development

University of Zurich UZH
Language Center of UZH
and ETH Zurich
Rämistrasse 71
CH-8006 Zürich
tel. +41 44 634 52 80
e-mail: sabina.schaffner@sprachen.uzh.ch
website: http://www.cercles.org

- **Upcoming events**

25 May 17:00 CET – CercleS talk: The Bridge

Zoom link: https://aboakademi.zoom.us/j/65801168833

Meeting ID: 658 0116 8833

28 May 10:00-13:00 CET – CC meeting

4 June 14:00-15:00 CET: Presentation of project and publication: "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 18 May

10 June 16:00 CET – EC meeting

15 June 17:00 CET – Meeting on Digital Leadership: Planning for the next academic year

30 June OR 1 July, 16:00-17:30 CET – Webinar on the outcomes of the survey Impact of the COVID-19 pandemic on Language Teaching in HE

- **Planned action**

→ Anne/Zaan to send minutes to EC
→ Sabina to send agenda and minutes to Kasia for upload on webpage
→ Marta to prepare update of budget 2021 (website…): will be presented to sent to NA presidents at CC meeting and sent with the minutes
→ On Teams: EC members to a) E-bulletin: submit short contributions about developments in their office. Deadline: 31 May