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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**CercleS Executive Committee 2020 Meeting No 27 14 December 2021: 16:30-18:00; Teams**

**Agenda**

- **Approval of EC minutes No 26 / Update on action points (See minutes no 26)**

- **Update from President**

a. Update Working Group CercleS research on impact of the Corona pandemic on language teaching and learning

***Presentation of results at conferences***: a) XII Congreso ACLES: Nuevos horizontes para los centros de lenguas: Lenguas y Tecnología: University of Murcia: 16 September, Sabina, ✓b) XXV Seminario AICLU 2021, 24 September, Sabina ✓ c) 8th International scientific conference The Linguistic, Educational and Intercultural Research 2021 (LEIC Research 2021), Vilnius University: 21 and 22 November, Isabella (preparation: Isabella and Sabina)✓

***CercleS Workshop*:** a) 15 October, 14:00-17:00 CET: Workshop on Outcomes of CercleS Survey: further analysis (for and with teaching staff): Confirmation to 41 participants; 19 attended; positive atmosphere; valuable outcomes –effective moderation and excellent hosting by Tom ✓

b) 19 November 14:00-17:00 CET: Workshop for managers linked to the outcomes on CercleS survey (draft of policy paper): 20 attended positive atmosphere and wonderful hosting by Tom ✓ (slides attached);

**Policy Paper**: first non -edited draft (attached); into account the outcomes of both workshops on the pedagogic implications for future language teaching in Higher Education, held on 15 October 2021 with 19 teachers and on 19 November 2021 with 20 managers representing institutional and associate members of different countries countries

***Final documents*:** a) Policy Paper for stakeholder sof University management

b) Guide for LC managers

Next steps: creation of editorial group: Ruth Tobias, Isabella Stefanutti, Mark Critchley (to be asked as FG coordinator). Other suggestions? Coordination: Sabina,

Draft to be presented at CC meeting of 20 may 2021; final version to be presented and discusses at CercleS Conference workshop (by Isabella and Ruth)

**Call for peer training:** based on input of two workshops, CC meeting suggestions for 2022 activities . Criteria for presesenters / peer trainers and other speakers to be defined to guarantee quality

**Platform for international collaboration and projects:** to be launched at Leadership meetup (ask Mark) and placed on Forum

b. Outlook on planning of CercleS Anniversary activities
- Video sent in by members? (Deadline for call: 19 December); reminder email?
- Slogan competition: brief discussion and selection (documents attached and on Teams)
- Honorary members: suggestions; selection, next steps (document attached, more information on Teams)
- Anniversary page to be created in new website; draft

c. Outlook on CercleS 2022 Conference
- Agreement be finalized by Manuel (to be sent later)
- Conference Budget
- Meeting with Manuel in January 2022
- Papers / Workshops by EC members?

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d. Outlook on planning of activities and webinars 2022: starting point

**Outlook on 2022** *(Slide 42-44 CercleS CC meeting 20210910-11.pptx)*

**All are invited to contribute their ideas.**

a. Other
- commercial online training for managers and teachers at a reduced fee
- AULC language series
- virtual exchange (Mark to send an email for a kickoff meeting) (Maike warns to be careful of virtual exchange).

b. Talks
- continue with online meetings for managers✓
- engage FGs a bit more for talks (Focus Group Fridays…?) and announce it in e-bulletin

c. Workshops : *to be planned also as follow-up on Covid survey*
- Skills for online / hybrid language teaching
- online testing : November 21 :
- digital language teaching tools

d. Research
- Internationalisation : *Ask Cristina*
- machine learning in HE : Who could do that? New Focus Group?
- Ranacles has a European project involving 8 countries – could give a talk about it; *plan in in talks; schedule?*

e. CercleS conference ✓ (in planning)
- Conference programme
- 30th anniversary activities
- LLHE publication

- **Update from Vice President**
  a. Special issue: update
  b. AOB on current publications

- **Update from Secretary General**
  a. Members management
  b. New website: number of accounts and sub-accounts created
  c. Collection of ideas withing the EC: Promotion of forum: ideas
  d. E-bulletin No 7

- **Update from Treasurer**
  a. Payment 2021 fees
  b. Other business

- **AOB**
  - Christmas wishes on website
  - Next EC meeting 2022

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- File on Teams: collection of issues for EC meeting → Please add suggestions on the file on Teams
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- **Planned action**
  → Anne/Zaan to send minutes to EC
  → Sabina to send agenda and minutes to Zaan for upload
  → Sabina to contact Manuel as for January meeting