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 33
22 June 2022: 16:00-17:30
Teams

Agenda

- **Approval of EC minutes No 32/ Update on action points (See minutes no 32)**

- **Update from President**

a. CercleS 2022 Conference:

⇒ Report on meeting with conference organisers of 22 June (just before EC meeting): Focus Groups meeting and Round Table:

FG meeting: Autonomy, Management and Leadership, Testing, and Language Policy and Internationalisation hopefully:

9.30: start by a short pitch of 4 FGs, and questions, 10:15/10:30: 2 hrs meetings, Follow-up posted on Conference website, Anne to inform coordinators, Ana / Manuel to update website, EC to promote FG meeting also via newsletter

Round Table:

Sabina to a) contact fishbowl participants informing about design of Round Table / prep meeting, and ask if they will come to conference and if they accept to participate; and to look for alternative candidates if necessary, b) inform all other speakers on Round Table and preparation meeting

Languages: E, F, Sp. Portuguese (no German!)

Prep meeting with Ana, Manual, Pedro, all speakers and translators, Anne and Sabina: 5 September, 17:00-18:00 CET

→So far: 144 registrations ,more to come, very few online participation only

→ revised abstracts to be sent soon to reviewers for second review; Ana to inform reviewers about process

→ Manuel to take part in EC meeting pf 23 August, 17:00-17:30 CET, topic: 3rd report and any issues of conference organisation

⇒ Contact "regular" honorary members: ask about registration, inform about their official "nomination" at the party

b. Feedback Webinars

⇒ DIAL4U project: 1 June

⇒ Ukranian Language: 21 June

c. Activities and webinars 2022

→ use first slide with information about policy
→ create Zoom link
→ define Hosts and chairs

→ *Webinar policy*

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- first slide and title, post on YouTube Channel – public – or in restricted area, approval of people involves publishing photos. *Example – VIT Box webinar.*

Outlook on upcoming webinars: August – December 2022

- See file on Teams
- Add suggestions

d. Aspire to Inspire October 2022

Meeting with trainers planned for 8 July: ideas for shorter training units, report to EC at next meeting

e. General Assembly of 16 September 2022

Invitation to be sent out by 20 August 2022!

⇒ Please see documents of last GA of September 2020 on Teams in the 2020 folder
⇒ Please add issues to the Agenda by 13 August (Agenda draft to be ready by 8 July!)
⇒ Please prepare reports for period of October 2020 until August 2022 by 13 August
@Marta: please add reports of auditors
@Marta and Anne: please add Information of members who did not pay 2 times: exclusion procedure

Statutes of 20200904

4.2.1 Exclusion

The exclusion of a full member, institutional, associate, honorary or benefactor member can only be pronounced by the Ordinary or Extraordinary General Meeting. An exclusion must be motivated by a sufficiently serious reason preventing the retention of the full member, institutional, associate, honorary or benefactor member within the Association. This is particularly the case when a full member or associate member fails to pay its annual subscription for two consecutive years. A full, institutional, associate, honorary or benefactor member whose exclusion is being considered must be heard by the Ordinary or Extraordinary General Meeting and be given the opportunity to state its position as to the reasons for its proposed exclusion.

Update from Vice President (email by CA)

a. Issues 12.1 and 12.2: 12.1 has been online since the beginning of June. So another objective was achieved. 12.2, we are gradually receiving feedback from the reviewers these days. So, we will soon have to send the feedback to all the authors. We haven't heard from the guest editors so much recently. I assume they are also busy with exams. **Fehler! Linkreferenz ungültig.**

b. Feedback by Kasia Grzegorzek concerning questions regarding amended Annual report: postponed to next EC meeting

c. AOB: Kasia hasn't confirmed her trip to Porto. I have the impression that she won't be there. If so, we will need to get organised via zoom.

Update from Secretary General / assistant

@Anne, Mia and Zaan: and please check, add and edit:

a. Scholarship applications CercleS Conference: Pavel Brebera (CASALC CZ) (on Teams in the folder for this EC meeting): Please add scholarships for Ukrainian colleagues ==> Olena Synchak; Andriyana Baran? Halyna Stashko and Kateryna Shevelko.

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b. Membership issues
c. Letter to NAs concerning applications for CercleS Conference 2022 (deadline??) Applications will be sent to members together with the invitation to the CC meeting of 14 September (Mark to be invited to resend AULC applications)
d. Contact with Laurent Rouveyrol: workshop on intercultural communication (based on VIT box resources) or series of workshops
e. New honorary membership applications received (Ukraine) - (application forms on Teams in the folder for this EC meeting)

Oleksandra Vanivska - Ukrainian National Forestry University
Iryna Mosiy - Ukrainian National Forestry University
Anna Shtanhret - Ukrainian National Forestry University
Lesia Kotsiuk - The National University of Ostroh Academy

Previous applications: please add on Teams

Update from Treasurer

a. NUT payment sorted out; payment for 2022 received?
b. Report on payments of 2022 fees
c. Procedure for providing the financial support to UA colleagues for conference: who pays travel, accommodation, etc. Do they pay and we reimburse them? Do we pay directly?
d. Other business

d. AOB

- Check updated Tasks EC members July – December
- File on Teams: collection of issues for EC meeting → Please add suggestions on the file on Teams
- Future EC meetings
- Applications: a) honorary memberships, b) CASALC SK amended application: still not satisfactory, meeting with Stanislava Gálová, teacher and course designer, via Zoom on 2 June: finanicla situation of University and CASALC very difficult I suggested to turn to CASALC CZ for support. Reapplications still missing.

e. Planned action

→ Anne to send minutes to EC
→ Sabina to send agenda and minutes to Zaan for upload