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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Der Präsident

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CercleS Executive Committee 2020 Meeting No 29
25 January 2022: 16:00-17:30
Teams

Agenda

- **Approval of EC minutes No 28 / Update on action points (See minutes no 28)**

- **Update from President**

a. Update Working Group CercleS research on impact of the Corona pandemic on language teaching and learning – latest developments after survey presentations and workshops (see minutes No 28)

***Final documents*:** a) Policy Paper for stakeholder of University management
b) Guide for LC managers
Editorial group: Ruth Tobias, Isabella Stefanutti, Mark Critchley, Coordination: Sabina
The drafting of the chaüters is being carried out in two tandems. The final editorial meeting in the whole group will take place on 21 March 22.
The final draft of the Policy Papers will be presented to the CercleS Coordinating Committee on 22 May and the final versions of the Policy Papers will be presented at the CercleS conference in Porto:

- It was agreed that the Policy Papers and their implications will be presented at the Management and Leadership Focus Group at the Cercles conference in Porto by Sabina and Mark.
- At the same conference, a workshop on the applications of the Policy Papers will be presented by Ruth and Isabella.

b. Outlook on planning of CercleS Anniversary activities
- Video sent in by members? No videos and no reactions to reminder email received.
- Honorary members: Raija Elsinen, David Little, and Isabella Stefanutti all accepted their nomination and ask will attend in person the Porto Conference). → Nomination to be announced, official "celebration" at CercleS Conference – before dinner.
- Anniversary page has been created in new website: link to previous presidents, past bulletins, information about slogan and logo. → (https://cercles.org/30th-anniversary/)
- Any reactions? ask members to send pictures to post on the 30th anniversary page of the website.
- Anniversary page has been created in new website: link to previous presidents, past bulletins, information about slogan and logo. → (https://cercles.org/30th-anniversary/)
- Please use slogan template (email signature and anniversary logo) → see folder on Teams.

c. Outlook on CercleS 2022 Conference
⇒First report of 10 February 2022: → attached
⇒ Call to FG managers regarding prep of FG meeting: Reactions?
⇒ Multilingual roundtable on future challenges of CercleS (approx. 40 mns in all).
- After the lunch break on the 15th

Speakers:
- Main moderator: Ruth Tobias (FU Berlin, AKS)
- 5 Interviewees –out of the 5 below

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Maria (ReCLES); Tom Grainger (Ranacles); Juana Sanmartín Vélez (ACLES), **Chaya?** (Assoc member; Nina Pilke (FINELC).

- 7 first respondents for the fishbowl: *tbd after registration completed. Look for other associations: AKS, AULC, AICLU, CASALC, NUT, SERMO, SSH*
- 2 feedback givers: David Little (honorary member, former CercleS president; Sabina Schaffner (current CercleS president

Other people involved:

- 1 Speakup moderator [SC] to help the main moderator (multilingual!), to pass up the main questions and comments
- Summary translations: G → F ; F → G; I → F ; I → G (interviews; fishbowl , experts) in Speakup room
- A **moderator** for padlet/menti

Questions to speakers

- Three main challenges for CercleS facing the future
- What added value could CercleS offer for teachers?
- What added value could CercleS offer for managers?
- What added value could CercleS offer in the field of internationalisation?

d. Outlook on planning of activities and webinars 2022

- continue with online meetings for managers
- Annick Rivens about DIAL4U project (Digital Pedagogy to develop Autonomy, mediate and certify Lifewide and Lifelong Language Learning for (European) Universities. *Date in March to be decided (as per mail from AR on 20 Jan).*
- workshop on CEFR Companion Volume Toolbox.
  - Salwa Mohamed - Manchester Metropolitan University (AULC)
  - Laura Lewis - Durham University (AULC)
  - Annalisa Zanola - University of Brescia (AICLU)
- working group focused on planning a CercleS Peer Training Programme (Chaired by Mark Critchley). The first meeting was on Friday 21 January 2022, and WG will meet 3-4 times in total over a 3-month period.
  - Sigrid Behrent, Universität Paderborn (AKS)
  - Mark Critchley, Durham University (AULC)
  - Chaya Fischer, Hebrew University of Jerusalem (Assoc Member)
  - Brendan Keenan, ENTPE/AGERA, Lyon (RANACLES)
  - Jessica Mackay, Universitat de Barcelona (ACLES)
  - Elisabeth Paliot, HEIG-VD, Lausanne (SSH-CHES)
  - Liliana Szczuka-Dorna, Politechnika Poznańska (SERMO)
  - Jessica Mackay – Universitat de Barcelona (ACLES)

  → report attached
- LLHE Webinar on 25 March. *@ Carmen* present
- overview on planned talks and responsibilities

→ Webinar policy to be defined – first slide and title, post on You Tube Channel – public – or in restricted area, approval of people involves publishing photos. *Example – VIT Box webinar.*
Please remember: On the announcement of all future webinars, we will state that the webinar will be recorded. Participation in the webinar is therefore seen as consent.
For presenters that do not want their videos on the YouTube channel, we can post an unlisted video on the YouTube channel and share the link with members only.
Zaan to ask Johann to get permission from attendees about posting the VITbox video on YouTube.

e. Aspire to Inspire October 2022 – February 2023

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website: http://www.cercles.org

Trainers: Robert Koch, Elizabeth Paliot, Sabina Schaffner, Libor Štěpánek
Publication of Programme on Aspire subpage on CercleS website: https://cercles.org/aspire-to-inspire/
Deadline: 20 May 2022, early bird fee: 980€, late bird fee: 200€
The General Secretariat sent out the call for the new training and to the CC members and the colleagues from the Wulkow network

f. Research
- Machine learning in HE / Internationalisation: **Follow this up at next CC meeting in May.**

g. Outlook on activities and webinars 2022
- Feedback on leadership meetup in internationalization
- → *report attached*
- DIAL4U project (Digital Pedagogy to develop Autonomy, mediate and certify Lifewide and Lifelong Language Learning for (European) Universities
  → *Date in March to be decided (as per mail from AR on 20 Jan)*
- workshop on CEFR Companion Volume Toolbox.
  - Salwa Mohamed - Manchester Metropolitan University (AULC)
  - Laura Lewis - Durham University (AULC)
  - Annalisa Zanola - University of Brescia (AICLU)
- → tbd: *contact before workshop about policy and report*
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  - Liliana Szczuka-Dorna, Politechnika Poznańska (SERMO)

  → *report attached*
- NEW DATE LLHE Webinar : SEE BELOW
- overview on planned talks and responsibilities

→ *Remind: Webinar policy defined – first slide and title, post on You Tube Channel – public – or in restricted area, approval of people involves publishing photos. Example – VIT Box webinar*

h. Research
- Internationalisation: *Ask Cristina*
- Machine learning in HE: Who could do that? New Focus Group?

- **Update from Vice President**

a. Special issue: update
b. Webinar to move to 30 March, 6 April) – Kasia from DG has agreed to participate. Suggestions for authors to be invited: Mark Critchley (UK), Giovanna Tassinari (Ger), Ephraim Viernes Domingo (Philippines), Stergiani Kostopoulou (Ire)
c. AOB on current publications

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- **Update from Secretary General / assistant**
  a. New website: XX institutional accounts and XX sub-accounts created (overview) , accounts for honorary members - David and Isabella have registered for the website, Raija?
  b. NULTE webpage – NULTE members are not always CercleS members so it is not feasible to have a NULTE page on our FG page in the restricted area. We suggested that NULTE sets up its own website. Reactions?
  c. Separate page in members area for recordings: upload of workshop on assessment
  d. Membership application form
  → *template attached*

- **Update from Treasurer**
  a. Payment 2021 fees – NUT has paid? Number of AMs who have not paid
  b. Payment De Gruyter subscriptions – high amount: special permission given by the bank
  c. Other business – Payment to editors' assistants paid?

- **AOB**
  - File on Teams: collection of issues for EC meeting → Please add suggestions on the file on Teams
  - Future EC meetings

- **Planned action**
  → Anne/Zaan to send minutes to EC
  → Sabina to send agenda and minutes to Zaan for upload