Confédération Européenne des Centres de Langues dans l'Enseignement Supérieur

European Confederation of Language Centres in Higher Education

Europäischer Verband der Hochschulsprachenzentren

**Secrétariat Général**

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**CercleS Executive Committee Meeting**
**12 May 2025: 16:00-17:30 CET / 17:00 Finnish time, via Zoom**
https://us06web.zoom.us/j/2015504512?pwd=YU81VnMvYzNnMTZSU0NzcFBiTlp4dz09&omn=84983301293
Meeting ID: 201 550 4512 | Passcode: 907877

## Agenda

- **Approval of EC minutes of 24 March 2025**

## Update from President

**a. XIX CercleS Conference 2026 applications**
Decision on the host for CercleS Conference

1. Università degli Studi di Roma Foro Italico
2. University of Navarra (Pamplona) and University Isabel I (Burgos).
3. Université de Namur (Belgium)

**b. Questions regarding requests for memberships**
CLUB application form received *(in this EC meeting **Documents** folder)*
Possibility of organising a GM
AM in countries where there is a FM - recommendation or CercleS policy

**c. Partnerships**
Draft agreement received from IALLT (*in this EC meeting **Documents** folder*)

**d. Overview of CC agenda**

## Update from Vice-President

**a. LLHE editorial board proposals from Full Members**

**b. LinkedIn content for upcoming posts?**

## Update from Secretary General / assistant

**a. Meetups**
*Leadership meetups*
Host & Chair: Libor
Next meetup: 19 May Topic?

*Teachers' meetups*
Host & Chair: Tom
Next meetup: 16 June Topic?



**Presidency**
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**b. Upcoming webinars/workshops**

14 May: webinar on scenario-based assessment – hosted by FG Assessment and Testing
Someone needs to please start the meeting at 16:50

**c. May newsletter**

Content?
Date to send?

**d. June e-bulletin**

Content?
Deadlines for contributions?

## Update from Treasurer

**a. Payments received from Full members and Associate members (payment deadline 27 Jun)**

**b. Invoices paid recently**

**c. BOOST payment issue and refund**

## AOB

**a. Update on RANACLES/CercleS Teacher Training Week 2025 (Marseille)**

Can staff attend this as part of Erasmus+ teacher training? (Request from Daniela Ceroni from Hochschule Geisenheim University – a CercleS member



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