



Minutes of the CercleS Extraordinary General Meeting 31 October 2025 via Zoom

11:00-12:00 CET

Meeting format

The meeting is held online, via Zoom.

Voting

All members of the association are allowed to attend the meeting but only one person per institution/centre is allowed to vote, as per the CercleS Statutes (2020).

In invitation to the GM with the agenda and a Zoom link was sent to all members on 29 August 2025. It was not required to register ahead of time in order to attend the meeting or in order to vote.

Voting for delegates is via Google forms. The URLs were shared with delegates in the Zoom chat, and did not require having a Google account or registering with Google.

The votes are calculated on Google forms and checked by Zaan Bester and by Tom Grainger.

Panelists

Members of the Executive Committee:

Julia Zabala Delgado (President), Mia Panisse (Secretary General), Tom Grainger (Treasurer), Libor Štěpánek (Vice-President), Alessandra Fazio (Deputy Secretary General), Ruth Tobias (Deputy Treasurer), Zaan Bester (assistant)

Attendees

The following persons were eligible to vote (with their associations and institutions)

Total of delegates attending and entitled to vote: 40

Associate members

Alanya Alaaddin Keykubat University	Fidel Çakmak
Department for Foreign Languages and Applied Linguistics, Technical University Sofia	Sofia Angelova
Ukrainian Catholic University, Center for Modern Foreign Languages	Halyna Kurochka
University of Cyprus	Irene Odysseos

National associations

ACLES	Centro de Idiomas de la Universidad Miguel Hernández de Elche	María del Pilar Villasante Clavero
	Universidad Politécnica de Madrid - UPM Language Centre	Carmen Álvarez García
	Universidad de Murcia	Juana Sanmartín
	Universitat Autònoma de Barcelona, Language Service	Marta Estella Clota

Presidency

Dr Julia Zabala Delgado | Centro de Lenguas | Universitat Politècnica de València |
Camí de Vera, s/n | Edificio 4P | 46022 Valencia, Spain
tel. +34 96 387 70 00 | e-mail: juzadel@upv.es

General Secretariat

Dr Mia Panisse | Åbo Akademi University | Language Department |
Tehtaankatu 2 | FI-20500 Turku, Finland
tel. +358 469 216 003 | e-mail: generalsekretariat@cercles.org



	Universitat de Barcelona - EIM	Adriana Peña Bueno
	Universitat Jaume I	Irma Mulet
	Universitat Oberta de Catalunya, Modern Languages Program (former CIM)	Laia Canals
	University of Castilla-la Mancha	David Carrascosa Cañego

AICLU	University of Bologna language centre (CLA)	Ana Beaven
	University of Brescia (Italy)	Annalisa Zanola
	University of Calabria, Italy	Carmen Argondizzo

AKS	Freie Universität Berlin, ZE Sprachenzentrum	Ruth Tobias
	Georg-August-Universität Göttingen, ZESS	Johann Fischer
	Hamburg University Language Center	Anikó Brandt
	Sprachlehrinstitut Uni Konstanz	Maria Cristina Fronterotta
	Technische Universität Darmstadt	Martha Gibson
	TH Köln, Sprachlernzentrum	Ursula Hehl
	Universität Leipzig, Sprachenzentrum	Irmgard Wanner
	Zentrum für Fremdsprachenausbildung, Ruhr-Universität Bochum	Cristina Schalk

AULC	King's College London	Ana Maria Sousa Aguiar de Medeiros
	Loughborough University Language Centre	Yvonne Cornejo
	University of Cambridge	Karen Ottewell
	University of Reading	Enza Siciliano Verruccio

CASALC CZ	Masaryk University, Language Centre	Blanka Pojslová
	Univerzita Pardubice	Zaan Bester

FINELC	Åbo Akademi University	Mia Panisse
	Uniarts Helsinki	Emmi Huttunen

NUT	Universiteit van Amsterdam (INTT)	Esther Scheeren
	University of Groningen	Niels Rambags

Ranacles	Aix-Marseille Sciences	Tom Grainger
	University of Strasbourg, Pôle Lansad	Peggy Candas

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RECLES	ISCAP	Manuel Silva
SERMO	Poznan University of Technology, Center of Languages and Communication	Malgorzata Baczynska
SSH-CHES- CSUS	Sprachenzentrum Uni Basel	Olivier Bru
	Université de Neuchâtel	Sara Cotelli Kureth
VUS	WU Wirtschaftsuniversität Wien	Norbert Conti

The General Meeting (CercleS Statutes 2020)

5.1 Composition of the General Meeting

The General Meeting shall consist of all members of the Association. These are institutional, associate, honorary and benefactor members.

The President of the Association chairs the General Meeting.

An attendance sheet signed by each member present shall be kept.

5.2 Ordinary General Meeting

The General Meeting shall meet at least once every two years, being convened by the President so to do at dates agreed by the preceding General Meeting.

5.3 Extraordinary General Meeting

The President shall also convene special meetings:

- on her/his own initiative, whenever she/he thinks necessary to hold an Extraordinary General Meeting;

Voting rights (CercleS Statutes 2020)

5.6 Voting rights

Institutional members (Language Centre members of full members that have paid their subscription) and associate members have one (1) vote per member present, it being specified that full members as such, represented during the vote by institutional members, do not have their own voting rights. Honorary members and benefactor members do not have voting rights.

Proxy voting is not permitted.

A member of the Association does not have the right to vote, when the purpose of the resolution of the Ordinary or Extraordinary General Meeting is to conclude a legal act with her/him, or to initiate or terminate legal proceedings between her/him and the Association.

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5.7 Resolutions

Resolutions of the Ordinary and Extraordinary General Meeting shall be passed by a simple majority of the votes cast by those members present and entitled to vote.

The majority shall be calculated based on the votes cast, excluding abstentions, blank or invalid votes, which thus shall not be added to negative votes for the calculation of the majority.

Voting shall be by show of hands, or by roll call, or by secret ballot, as decided by the President of the Association presiding over the meeting.

With the agreement of at least half of the members of the Coordinating Committee, voting may take place by written consultation (by post or electronically), or the Ordinary or Extraordinary General Meeting may be held in the form of a videoconference, during which voting is by show of hands.

Online voting/Use of Google Forms

It was proposed by Zaan Bester and agreed by Julia Zabala Delgado to use Google forms because it may be difficult to count hands – physical hands, icon for a large number of participants – on Zoom. And using Google allowed us to check (in real time) and confirm (after the meeting) that only one person per centre voted, which is not necessarily possible with a show of hands in the moment.

Welcome (GM slide 1)

The president welcomed the participants of the GM.

a. Approval of agenda (GM slides 2-3)

No points were added to the agenda

b. Information about the meeting format and polling (GM slides 4-8)

The voting procedure was explained, as well as ways that participants could communicate with the EC and each other.

2. Approval of minutes from the General Meeting in Durham/on Zoom on 13 September 2024

(required for approval: simple majority) (GM slide 9)

Voting: 37 approved | 0 did not approve | 3 abstained | [total: 40]

The minutes are approved.

3. Application for Full Membership by Centres de Langues Universitaires de Belgique francophone (CLUB)

a. Information about CLUB (GM slides 10-13)

CercleS Statutes (2020) article 3.1

Full members and institutional members

Full Members are non-profit institutions, associations and other bodies, which represent Language Centres in Higher Education in individual European countries, language communities, or transnational associations.

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Confédération Européenne des Centres de Langues
dans l'Enseignement Supérieur

European Confederation of Language Centres in
Higher Education

Europäischer Verband der Hochschulsprachenzentren

Secrétariat Général

Secretary General

Generalsekretariat

Åbo Akademi University

Language Department

Tehtaankatu 2

FI-20500 Turku

Finland

tel. +358 469 216 003

e-mail: generalsekretariat@cercles.org

website: <http://www.cercles.org>

Full members are composed of Language Centres. Each of these Language Centres is an institutional member of the Association. Institutional members are thus members of full members that have registered with CercleS via the full member to which they belong.

No more than one full member shall be admitted to represent any one country, language community, or transnational grouping.

b. Voting (GM slide 14)

Members voted using a URL to a Google Form.

c. Results of voting (GM slide 15)

Voting: 39 approved | 0 did not approve | 1 abstained | [total: 40]

The admission of CLUB as a full member of CercleS is approved.

Next steps: The president will contact CLUB with the results of the voting, as they are not present at the GM. They will be asked to nominate a representative to join the Coordinating Committee, who will be invited to join the CC meeting in December. They will have one vote in the Coordinating Committee (based on the number of their institutional members), and we will add their details to the website.

4. Date of the next General Meeting (GM slide 16)

At the XVIV CercleS Conference in 2026 (hybrid) – 11 September 2026 in Rome/via Zoom.

The Executive Committee thanks all participants and adjourns the meeting. (GM slide 17)

Minutes: Zaan Bester

Secretary General: Mia Panisse

President: Julia Zabala Delgado

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