



Minutes of CercleS General Meeting on 4 September 2020 via Zoom 14:00 - 15:30

Meeting format

The CercleS Executive Committee (EC) made the decision to hold the General Meeting as a Zoom webinar. This decision was made primarily because a webinar allows for more participants. Zoom meetings have a capacity of 100 participants, and since CercleS had 362 institutional members and 23 associate members on the day of the GM, and therefore *potentially* 385 participants, it was decided that a webinar would be a better option since no member should be prevented from attending.

Two-step registration process

As there were matters to be voted on in the GM, a two-step registration process was chosen. At 09:00 on 4 September 2020, institutional and associate members were sent a link to register for the GM. Members could then register for the meeting and a registration request was then sent to Sabina Schaffner as the host of the meeting. She compared registration requests against the current CercleS membership list, and manually approved registration requests, ensuring that only one person per institution was accepted to the meeting. This was in order to adhere to the Statutes (2008 and 2020) that allow only one vote per eligible member. Those who were approved for attendance received a link via email that gave them access to the General Meeting (GM).

Panelists

Members of the Executive Committee:

Sabina Schaffner (President), Anne Chateau (Secretary General), Carmen Argondizzo (Vice-President), Marta Estella Clota (Treasurer)
Zaan Bester (assistant)

Attendees

The following persons from member institutions registered and those in bold attended the meeting:

Name	Nat. Assoc.	Institution	Proxy
Candelaria Diaz Araña	ACLES	Universidad de Córdoba	Proxy for Juan de Dios Torralbo Caballero
Charles Jones	ACLES	Universidad Francisco de Vitoria	
Cristina Perez Guillot *	ACLES	Universitat Politècnica de València	
Juana Sanmartín	ACLES	Universidad de Murcia	Proxy for Juana R. Sanmartín Vélez
Marta Gutiérrez	ACLES	Universidad de Valladolid	Proxy for Laura Filardo Llamas
Montse Casanovas	ACLES	Universitat de Lleida	Proxy for Montserrat Casanova
Sònia Prats-Carreras	ACLES	Universitat Autònoma de Barcelona	Proxy for Marta Estella Clota
Gisella Maiello	AICLU	Salerno	
Giuliana Fiorentino	AICLU	Molise	
Maria Sasso	AICLU	Calabria	Proxy for Carmen Argondizzo
Maria Teresa Zanola	AICLU	Milano, Università Cattolica del Sacro Cuore	

Presidency

Dr Sabina Schaffner / University of Zurich / Language Center of UZH and ETH Zurich
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Tel. +41 44 634 52 80 / e-mail: sabina.schaffner@sprachen.uzh.ch

General Secretariat

Dr Anne Chateau / Université de Lorraine / UFR Lansad (Langues pour Spécialistes d'Autres Disciplines)
CLSH – 23 Boulevard Albert 1er – B.P. 60546 / 54001 Nancy Cedex / France
Tel. +33 3 72 74 31 87 / e-mail: generalsecretariat@cercles.org



Lucia Perrone Capano	AICU	Foggia	Proxy for Hugo Thomas Bowles
Alexander Grimm	AKS	Europa-Universität Viadrina FRANKFURT/ODER	
Johann Fischer	AKS	Universität GÖTTINGEN	
Maike Engelhardt	AKS	Carl von Ossietzky University OLDENBURG	
Ruth Tobias	AKS	Freie Universität BERLIN	
Ana de Medeiros	AULC	King's College London	
Catherine Chabert	AULC	Cardiff	
Isabella Stefanutti	AULC	Bath University	
Jeremy Page	AULC	Sussex University	
Jose Martinez	AULC	Wolverhampton University	
Mark Critchley	AULC	Durham University	
Sonia Cunico	AULC	Exeter University	
Halka Čapková	CASALC CZ	University of Economics, Prague	
Jitka Hlouskova	CASALC CZ	University of Pardubice	
Libor Stepanek	CASALC CZ	Masaryk University	
Martin Mikulas	CASALC CZ	Charles University, Faculty of Mathematics and Physics	Proxy for Milusa Bubenikova
Lauri Tolkki	FINELC	University of Eastern Finland	
Martti Mäkinen	FINELC	Hanken School of Economics	
Mia Panisse *	FINELC	Åbo Akademi University	
Ville Jakkula	FINELC	University of Lapland	
Sylvia van der Weerden	NUT	Wageningen University & Research	
Tjits Roselaar	NUT	Tilburg University	
Annick Rivens	RANACLES	Université Lille	
Brendan Keenan	RANACLES	ENTPE (Ecole Nationale des Travaux Publics de l'Etat) Université Lumière Lyon 2	
Sandrine Windstein	RANACLES	University of Lorraine	Proxy for Marc Schires
Seadna O'Maoldomhnaigh	RANACLES	Institut Mines-Télécom- Business School (IMT)	
Tom Grainger	RANACLES	Marseille Luminy	
Youssef Benzoubair	RANACLES	Université de Bordeaux	
Manuel Silva	ReCLes	IPP Porto Polytechnic Institute	
Kinga Studzinska-Pasieka	SERMO	Medical University of Lodz	
Daniel Henseler	SSH-CHES	Sprachenzentrum der Universität und der ETH Zürich	Proxy for Sabina Schaffner
Stefanie Neuner-Anfindsen	SSH-CHES	Université de Fribourg	
Nicola Kraml	VUS	Innovationszentrum Universität WIEN	
Chaya Fischer	Assoc. member	Language Center, Faculty of Humanities, The Hebrew University of Jerusalem	
Eleni Kakrida	Assoc. member	Agricultural University of Athens, Athens, Greece	
Timea Németh	Assoc. member	University of Pécs: Institute of Languages for Biomedical Purposes and Communication, Medical School, Hungary	

*members who could not attend (for technical reasons)

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1. Welcome and agenda

The president welcomed the participants of the GM held in such an unusual way. The technical aspects of the meeting were explained, such as voting procedure, visibility of participants, and ways that participants could communicate with the EC and each other.

No points are added to the agenda.

2. Approval of minutes from General Meeting at the University of Valencia 2019 (required for approval: simple majority)

Voting: 34 votes | 29 approved | 5 abstained

The minutes were approved.

3. Reports – presentation and approvals (required for approval: simple majority)

a. President's report (presented by Sabina Schaffner)

Voting: 36 votes | 33 approved | 2 abstained & 1 did not vote

The report was approved.

b. Secretary General's report (presented by Anne Chateau)

Voting: 37 votes | 34 approved | 2 abstained & 1 did not vote

The report was approved.

c. Editor-in-chief's report (presented by Carmen Argondizzo)

Voting: 37 votes | 34 approved | 2 abstained | 1 did not vote

The report was approved.

d. Treasurer's report and approval of accounts (presented by Marta Estella Clota)

Auditors' reports (presented by Mark Critchley and Nicola Kraml)

Voting: 38 votes | 35 approved | 2 abstained | 1 did not vote

The report was approved.

4. Vote on revised CercleS Statutes 2020 (required for approval: two-thirds majority)

Voting: 38 votes | 36 approved | 1 abstained | 1 did not vote

The new Statutes 2020 were approved.

5. Outlook to 2021

a. CercleS subscriptions 2021 and 2022

It is agreed by the GM that the subscription fees will remain unchanged at €100.

b. Applications for full memberships 2020

No applications for full memberships were received.

c. LLHE- planned future publications

Specific information covered by Editor-in-chief's report

d. Appointment of auditors for approval of accounts 2022

Ruth Tobias and Ana Medeiros volunteer and are appointed as auditors.

6. Any other business

None

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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

Le Président

The President

Der Präsident

University of Zurich UZH

Language Center of UZH
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e-mail: sabina.schaffner@sprachen.uzh.ch

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

7. The president invites everyone to the **Extraordinary General Meeting on 9 September 2020 at 17:30.**

Format: In-person meeting at Masaryk University Komenskeho namesti 2 Building, floor 2, room 300
& participation via Zoom.

1. Information about the results of the elections to the EC by the Election Officer Dr. Pavel Reich
2. Ratification of the election of the President by the Coordinating Committee
3. Greetings from the Executive Committee
4. Proposal(s) for CercleS Conference 2022

Link: <https://cesnet.zoom.us/j/94747764582?pwd=cDNzNkJoRkVSVFBDRGZwbkhOZHdNUT09>

Meeting ID: 947 4776 4582 | Passcode: 469192

The Executive Committee thanks all participants and adjourns the meeting.

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