

17th EALTA Annual General Meeting

Friday, 5 June 2019, 16:00 – 17.30

Webinar

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Agenda

1. Approval of agenda and minutes from the 2019 AGM (Appendix A)
2. Reports on EALTA activities since the last AGM including:
 - a. Activities and events
 - b. SIGs
 - c. Summary of activities in the EALTA Committee for Conference Organisation 2019-2020
 - d. Summary of activities in the EALTA Membership Committee 2019-2020
 - e. Finances (Appendix B)
3. Communications strategy
 - a. Online journal

- b. Copyright issues re EALTA resources pages
- c. Videos
- d. Website redesign
- e. Webinars and keynote videos

4. Constitution (Appendix C)

Correction of *4.4 Expert Membership* to reflect the decision taken by the 2017 AGM to abolish fees

5. Registration as Charitable Incorporated Organisation (CIO) in the UK (Appendix D)

6. Appointment of the auditor for 2020 (AGM 2021)

7. Election of Chair of the Membership Committee (initiation only)

8. Election of Member at Large (initiation only)

9. Presentation of the 2020 British Council International Assessment Award

10.2021 Conference venue and date

11.2022 Conference venue and date

12.Date of the next AGM

13.AOB

Appendices: Appendix A: Minutes AGM 2019

Appendix B: Finances 2019

Appendix C: Constitution

Appendix D: CIO registration

The meeting was called to order by Peter Lenz, President of EALTA, who welcomed all participants. Richard Spiby was introduced as the host of the webinar. EALTA Secretary Zoltán Lukácsi was excused.

Richard Spiby briefly demonstrated the use of the Zoom environment so that participants were familiar with the controls. Due to technical issues, members of the Executive Committee could not vote. A “+ 5 Executive Committee members” is added to the votes where appropriate to indicate agreement.

1. Approval of agenda and minutes from the 2019 AGM (Appendix A)

Since no changes were requested, the agenda for the 2020 AGM and the minutes from the Annual General Meeting 2019 were approved unanimously.

EALTA members vote on acceptance of the minutes.

Decision: The minutes from the 2019 AGM were accepted unanimously.

2. Reports on EALTA activities since the last AGM including:

- a. **Activities and events:** 5th Summer School (Sevres, France): *Setting and maintaining standards across languages*, EALTA / UKALTA joint event (London, UK): *The CEFR: A road map for future research and development*,

EALTA-funded workshop (Finland): *Developing teachers' assessment literacy in the compulsory education in Finland*.

Planned but postponed events: The use of the CEFR in teaching and assessment in Latin America (Cuba), Kick-off conference to fund a Language Assessment Association of the German-speaking countries Germany, Switzerland, Luxembourg and Austria, Five-year anniversary of UALTA (Ukraine).

- b. **SIGs:** 7 active SIGs: CBLA, Academic Purposes, Assessing Writing, Assessing Speaking, CEFR, Migration, and SIGN.

Translation and interpretation SIG was closed down.

There were 3 SIG webinars in June 2020 (CBLA, Academic & Writing, CEFR).

The Migration SIG is looking for a co-convenor.

The Academic & Writing SIG meeting in Bremen in November 2019.

The EALTA/UKALTA CEFR had a joint event in London.

The SIGN SIG has a webinar on the rating of signing productions planned for the upcoming year.

The revision of the Manual for Relating Language Examinations to the CEFR that has started with the participation of the CEFR SIG.

- c. **Summary of activities in the EALTA Committee for Conference Organisation 2019-2020**

Sonja Zimmermann, Chair of the CCO, reported on activities of the committee during the last year. The evaluation of the 2019 conference in Dublin was completed and provided helpful feedback for the organization of the 2020 conference (now postponed to 2021).

Besides that, the CCO updated the vademecum for conference organization and initiated an evaluation and revision of the vetting criteria for conference proposals.

- d. **Summary of activities in the EALTA Membership Committee 2019-2020**

Slobodanka Dimova, Chair of the Membership committee thanked the members of the committee and informed that the members of the Membership committee will serve another two years.

Individual members: 1039 / 43 countries +192

Associate members: 157 / 43 countries +36

Institutional members: 66 / 23 countries +3

Expert members: 25 / 11 countries

Country representation remained stable.

e. **Finances for the 2019 financial year** (Appendix B)

Details were sent out prior to the AGM.

Funded event: FINEEC workshops for language teachers: Developing teachers' assessment literary, reimbursement in 2020, so it is not in the 2019 financial report.

JD reported that surpluses from 3 past conferences (2017, 2018, 2019) were expected to be paid in 2020 and will return the operating account balance to a healthy level. JD explained that there had been a hold-up in finalizing the accounts for 2017 at CIEP due to the complex auditing procedures required as a government organization. This had had a knock-on effect preventing the finalization of 2018 conference accounts. PL and JD have met with senior figures at CIEP and have been given assurances that payments will be finalized this year. The Dublin 2019 conference has confirmed the surplus which is being processed.

Question from Barry O'Sullivan: Has EALTA lost money because the conference has been postponed? Jamie Dunlea answers that no major loss will need to be faced, but there won't be a surplus from this year's conference because it didn't take place.

EALTA members vote on acceptance the financial report for 2019:

Decision: The financial report for 2019 was unanimously accepted.

3. Communications strategy

- a. **Online journal:** idea dropped because of expenses and workload. Exec will explore sponsoring of individual open-access articles; Exec is considering an EALTA Newsletter.
- b. **Copyright issues re EALTA resources pages:** The legal situation cannot be determined conclusively. A disclaimer form is circulated among future conference speakers. Past conference presentations remain in the password protected members only area until we re-

asses other options , e.g. to check them manually for potential copyright issues. If no problem is detected, the ppt is moved to the open access area of the website.

- c. **Website search:** Search engines find resources in the open area, but resources in the members' area remain hidden from search engines. Current website search unsatisfactory. We will find a new solution compatible with our future copyright policy and the new website.
- d. **Videos:** realistic options are paid Youtube and paid Vimeo. Martina Hulesova presents a comparative analysis of Youtube and Vimeo free and paid options, concluding that EALTA should choose a paid option. This proposal is put to the vote.

EALTA members vote on approval of a paid video platform:

Yes: 28 + 5 Executive Committee members

No: 1

Abstain: 2

Decision: EALTA members approve of a paid video platform.

- e. **Website redesign:** A new design has been outlined. Its implementation by the EALTA webmaster will cost approximately £500. The renewal was planned to be finished by the time of the 2020 conference. The delay is due to the COVID pandemic.
- f. **Webinars and keynote videos:** Richard Spiby, EALTA webinar co-ordinator, reports that since the last EALTA Annual Conference two successful webinars took place: Dina Tsagari – Language Assessment Literacy: what, why and how (December 2019), Tony Clark – Test Preparation and the Role of Language Assessment Knowledge in a Globally Mobile Era (May 2020).
Richard welcomes proposals for webinars that will be held in 2020 and 2021.

4. Constitution (Appendix C)

Peter Lenz informed the membership that a correction of *4.4 Expert Membership* was made to reflect the decision taken by the 2017 AGM to abolish fees: expert membership is free.

5. Registration as Charitable Incorporated Organisation (CIO) in the UK (Appendix D)

JD gave an up update on progress on registering EALTA as a charitable organization. Following consultation with Browne Jacobson LLP, a legal firm with a specialisation in charity law, the Executive recommend applying or registration as a Charitable Incorporated Organization in the UK (full details of the background and rational for this decision were available in the Notice of AGM 2020 sent to members in advance). The full motion presented to the AGM is below:

EALTA will apply for CIO registration with the UK Charity Commission as soon as possible (with the aim of completing submission within 2020), which will include the following actions:

- a. EALTA will commission Browne Jacobson to work with the Executive Committee to carry out the documentation and application to the Charity Commission for CIO registration*
- b. In order to complete registration according to the target schedule, the Executive Committee will have the authority to make any necessary changes to the EALTA constitution to make it compatible with CIO registration requirements as described in the proposal to the AGM.*
- c. The AGM give authority to a subcommittee consisting of ex-Presidents of EALTA (Constitution Approval Committee) to approve and ratify the revised constitution on behalf of the membership without the need to present the revised constitution to another AGM for approval before applying for CIO status.*
- d. The revised constitution submitted as a part of the application process for CIO registration will become the new EALTA constitution following approval of CIO status by the Charity Commission.*
- e. The current members of EALTA will become members of the CIO.*
- f. The current Executive Committee will become the charity trustees of the CIO.*

Questions from the members (in the chat)

Norman Verhelst: If a future treasurer does not live in the UK, will this imply a new registration in another country?

Jamie’s reply (which he might want to check): It should not (according to legal information). Trustees can be placed everywhere. Charity account belongs to the entity, trustees only run the account.

EALTA members vote on the motion:
Yes: 34 + 5 Executive Committee members
No: 0
Abstain: 2
Decision: EALTA members approve of the motion.

6. Appointment of the auditor for 2020 (AGM 2021)

Peter Lenz thanked Gudrun Erickson for her work as an auditor for 2019. Gudrun Erickson was proposed as the auditor for 2020.

EALTA members vote on auditor:

Yes: 36 + 5 Executive Committee members

No: 0

Abstain: 1

Decision: EALTA members appoint Gudrun Erickson.

7. Election of Chair of the Membership Committee (initiation only)

Slobodanka Dimova was nominated by Gudrun Erickson and seconded by Neus Figueras, as well as Joyce Kling and seconded by April Ginther.

Voting took place online during the week following the AGM.

Yes: 28

No: 0

Abstain: 0

Congratulations to Slobodanka Dimova on her re-election!

8. Election of Member at Large (initiation only)

Martina Hulešová was nominated by Norman Verhelst and seconded by Monique Reichert.

Voting took place online during the week following the AGM.

Yes: 28

No: 0

Abstain: 0

Congratulations to Martina Hulešová on the post.

9. Presentation of the 2020 British Council International Assessment Award

Barry O’Sullivan presents the 2020 British Council International Assessment Award to Professor Gudrun Erickson. The Award recognizes the important contribution that GE has made to language assessment research and practice in Sweden and across Europe. A major part of that contribution has been GE’s role as a founding member of EALTA, including serving on the Executive as both Secretary and President. BO’S noted that she has been important mentor and role model to many in the EALTA community.

10. 2021 Conference venue and date

Kristóf Hegedűs mentions the conference theme, Variations on common standards. The keynote speakers, the keynote symposium and the workshops all confirmed their presence in the postponed conference. New dates: 1-6 June 2021, Budapest.

11. 2022 Conference venue and date

Helsinki, date to be finalized.

EALTA members vote on preferred date:

26-29 May 2022: 12

2-5 June: 10

9-12 June: 13

Decision: none, this was an indication of preference.

12. Date of the next AGM

The date of the next AGM is Saturday 5 June 2021 provided this is compatible with the final version of the program of the 2021 conference. The date might change if the conference date needs to be modified.

13. AOB

Sonja Zimmermann reminds the membership that they will receive a poll for feedback on the AGM.

Dina Tsagari asks if there is a backup plan for next year's conference in case there is another wave of the pandemic. Response: there is no backup plan yet, as the priority has been on making the postponement to 2021 as smooth as possible. The situation will be monitored as we progress with preparations through the rest of the year. Flexibility will be necessary should the situation change.

Peter Lenz thanks the membership for attending.

AGM was closed at 17:30.