



Integrating Content and Language in Higher Education

Minutes of the General Meeting of the ICLHE Association

held at Faculty of Arts and Social Sciences, Maastricht University, Netherlands, on Thursday 20 October 2022 at 12.00 (CEST) (and online).

Members present: 41. Members present online: 4.

Item	Responsible	Time
1. Opening by the Chair	Bob Wilkinson	2'
<i>12:15h Opening</i>		
2. Minutes of the AGM of 21 October 2021	Patrick Studer	1'
2.1. Approval of Minutes	Polling (Jenny Valcke/TJ Ó Ceallaigh)	
<i>12.19h Minutes unanimously approved</i>		
3. Annual Report		
3.1. Activity Report from the Board	Bob Wilkinson	5'
<i>12:20h -12:25</i>		
<i>Bob summarises main points (see Annual Report, pp. 5-13)</i>		
<i>All activities in 2021-2022 have been only online</i>		
<i>Symposium 2021 (Maastricht, Netherlands): Englishization of higher education: A phenomenon of glocalization?</i>		
<i>Administrative & Legal matters: complying with new Dutch laws (a) Ultimate Beneficial Owners legislation; (b) Law on Management and Supervision of Organizations</i>		
<i>New website: https://iclhe.org – special thanks to Annette Bradford</i>		
<i>Two webinars: speakers Anne Holmen; Patrick Studer</i>		
<i>Newsletter appeared quarterly.</i>		
<i>Regional Groups and PhD SIG have been very active (see separate reports)</i>		
<i>Publications: members continue to be very active publishing research</i>		

<p><i>Board: Inma Fortanet-Gómez is stepping down. On behalf of the Board, Bob thanks her very warmly for her contributions (newsletter, conference hosting in 2019, among other matters) since the beginning of the association.</i></p>		
<p>3.2. Financial report of the year 2021-22, including budget for 2022-2023</p> <p><i>12:25-12:30h</i> <i>Ute summarizes the Financial Report and presents the budget for 2022-23 (see Annual Report and Financial Statements, pp. 15-18) The Association had a successful financial year. Income exceeded expenditure despite greater turnover and so additional sums were added to the reserves. The continuing pandemic is part of the reason as no face-to-face events could be held. In addition, membership increased during the year.</i></p>	Ute Smit	5'
<p>- Report of members of the audit committee <i>See Annual Report, pp. 19-20.</i> <i>The Audit Committee approves the Financial Statements.</i></p>	Diane Schmitt, Julie Walaszczyk	2'
<p>3.3. Membership report</p> <p><i>See Annual Report, pp. 21-22.</i> <i>Membership at 31 August 2022 was 161 of which 28 are student members.</i></p>	Ute Smit	5'
<p>3.4. Reports from Special Interest and Regional Groups:</p> <ul style="list-style-type: none"> - PhD SIG - East Asia Regional Group - Spain Regional Group - Italy Regional Group <p><i>See Annual Report, pp. 23-29</i> <i>12:35-12:40h</i> <i>Annette summarizes the reports from the RGs and SIGs. All are very active.</i></p>	Annette Bradford	5'
<p>3.5. Approval of Annual Report</p> <p><i>12:45h</i> <i>Unanimous approval of Annual Report</i> <i>A question arose about the membership figures: these need to be checked</i></p> <p><i>Jenny explains logon procedure for new website</i> <i>Members ask questions about how to use website</i> <i>(Can regional groups upload documents online? Yes, almost like facebook feed)</i></p>	Patrick Studer Polling (Jenny Valcke/TJ Ó Ceallaigh)	2'
<p>4. Approval of membership fees</p> <p>4.1. Note: The General Meeting has to approve the membership fee. The Board presents a proposal for the fee for the coming year.</p>	Ute Smit	5'

<p>12:47h <i>Membership fee remains as the previous year (40Eur full membership, 25Eur student membership)</i></p>	<p>Polling (Jenny Valcke/TJ Ó Ceallaigh)</p>	
<p><i>Membership fee is unanimously approved</i></p>		
<p>5. Motion to members at the AGM: 5.1. "The ICLHE Association agrees to increase the number of Board members to eight."</p>	<p>Bob Wilkinson Patrick Studer Polling (Jenny Valcke/TJ Ó Ceallaigh)</p>	5'
<p>12:50h <i>Unanimous approval of motion</i></p>		
<p>6. Elections to the Board 6.1. Candidate for Chair – Ute Smit (see attachment) 6.2. Candidates for Board member (see attachment) 6.3. Approval of new Board</p>	<p>Inmaculada Fortanet Polling (Jenny Valcke/TJ Ó Ceallaigh)</p>	10'
<p><i>In addition to the single candidate for chair (Ute Smit), there are seven candidates for Board member (Annette Bradford, Emma Dafouz, TJ Ó Ceallaigh, Patrick Studer, Jenny Valcke, Julie Walaszczyk, Bob Wilkinson)</i></p>		
<p>12:55h: <i>Unanimous acceptance of new board.</i></p>		
<p>7. Approval of Audit Committee for next term (2022-2024/2025)</p>	<p>Patrick Studer</p>	5'
<p>12:57h <i>Magnus Gustafsson volunteers as new auditor for 2022-2024/25 Diane Schmitt remains auditor for the coming period</i></p>		
<p>8. Words from the new Chair</p>	<p>Ute Smit</p>	5'
<p>12:58 <i>Ute thanks Bob Says a few words as incoming chair</i></p>		
<p>9. Next ICLHE events</p>	<p>Ute Smit</p>	5'
<p>13:02h <i>Symposium will be hosted in Vienna, 2-3 November 2023 Organisers: Ute Smit and Verena Grau Single room symposium, hybrid ICLHE – 10years on as association ICLHE – 20 years as conference Title: Taking Stock and Looking Forward Jan-Feb 23: Call for participation</i></p>		

10. Notices and motions submitted to the AGM by members	Patrick Studer	1'
<i>None submitted.</i>		
11. Any other business	Patrick Studer	5'
13:07h <i>No other business is raised.</i>		
12. Close of meeting	Patrick Studer	1'
<i>13:07h Close of meeting</i>		

Robert Wilkinson
Chair, ICLHE
at the time of the AGM

Patrick Studer
Secretary, ICLHE
at the time of the AGM

Ute Smit
Incoming Chair, ICLHE

Emma Dafouz
Incoming Secretary, ICLHE

info@iclhe.org



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Candidates for Election to ICLHE Board

Candidate for Chair

- **Ute Smit (University of Vienna, Austria)**
See statement attached.

Candidates for member of the Board

- **Annette Bradford (Oxford EMI, Singapore)**
- **Emma Dafouz (Universidad Complutense Madrid, Spain)**
- **Tadhg Ó Ceallaigh (University College Cork, Ireland)**
- **Patrick Studer (ZHAW, Switzerland)**
- **Jennifer Valcke (Karolinska Institutet, Stockholm, Sweden)**
- **Julie Walaszczyk (Université de Mons, Belgium)**
- **Robert Wilkinson (Maastricht University, Netherlands)**

See statements attached.