



# Integrating Content and Language in Higher Education

## Agenda for the General Meeting of the ICLHE Association

to be held at the Universitat Jaume I, Castellón, Spain, on Thursday 17 October 2019 at 11.40.

### Invitation to members to attend

1. Opening by the Chair
2. Minutes of the AGM of 18 October 2018
  - 2.1. Approval of Minutes
3. Annual Report from the Board
4. Financial report of the year 2018-2019, including budget for 2019-2020
  - 4.1. Note: The financial year for ICLHE runs from 1 July to 30 June. A General Meeting has to approve the financial report within six months of the end of the financial year.
  - 4.2. Report of members of the audit committee
    - 4.2.1. Note: Under the Articles of Association, the General Meeting has to appoint or renew the appointment of two of its members to serve as the audit committee for the coming term (= two years). The audit committee may not include members of the Board. The members appointed in 2017 serve until 2019, and the appointment may be renewed.
5. Membership report
6. Approval of membership fees
  - 6.1. Note: The General Meeting has to approve the membership fee. The Board will present a proposal for the fee for the coming year.
7. Reports from Special Interest and Regional Groups:
  - 7.1. PhD SIG.
  - 7.2. East Asia Regional Group SIG
  - 7.3. Spain Regional Group SIG
8. Elections to the Board 2019-2021:
  - 8.1. The list of candidates for the Board (see separate document) does not exceed the number of positions available. Therefore, Elections Officer in the person of the Secretary proposes that the AGM accepts all candidates by acclamation.
  - 8.2. The new Board may invite members to be co-opted either during the AGM or later.
9. Symposium 2020:
  - 9.1. The Board has received an expression of interest to host the Symposium.
10. 7<sup>th</sup> ICLHE Conference 2021
  - 10.1. The Board will provide an update during the AGM.

11. Notices and motions submitted to the AGM by members

11.1. Note: None had been submitted in advance of the meeting.

12. Any other business

13. Close of meeting.

Note: The definitive agenda and accompanying documents will be available at the General Meeting. Members may submit items for discussion at the General Meeting. The members meeting at the AGM may also accept items raised at the time of the Meeting.

Robert Wilkinson  
Chair, ICLHE

Kevin Haines  
Secretary, ICLHE

[info@iclhe.org](mailto:info@iclhe.org)