



## Integrating Content and Language in Higher Education

### Minutes of the General Meeting of the ICLHE Association

**held at the Université de Mons, Belgium, on Friday 16 October 2020 at 11.00 (CET).**

The AGM was held online on 16 Oct 2020, 11-12h. Members received the Agenda, the Annual Report and last year's AGM minutes.

Item	Responsible	Time
1. Opening by the Chair	Bob Wilkinson	2'
2. Minutes of the AGM of 17 October 2019 2.1. Approval of Minutes	Patrick Studer	1'
11:05h 100% of members present approve the minutes		
3. Annual Report		
3.1. Activity Report from the Board	Bob Wilkinson	5'
11:07h Chair presents summary of Annual Report shared with members on 12 October 2020, calls on members to update their profiles, draws attention to publications, webinars and conferences in the area in 2021		
3.2. Financial report of the year 2019-2020, including budget for 2020-2021	Ute Smit	5'
11:12h Treasurer shares slides; reports that ICLHE is running well, black figures Website biggest cost item; refers to external help ICLHE receives for website; some income through conference fees and book sale Refers to issue with PayPal that needs to be solved		
Money is used for organisation of events, symposia and conferences Small budget for RGs and SIGs		

<p>3.2.1. Report of members of the audit committee 11:17h Auditors approve financial report</p>	<p>Diane Schmitt, Annette Bradford</p>	<p>2'</p>
<p>3.3. Membership report 11:19h Treasurer summarises membership report Tracing of development of membership: increase since 2018 Shows breakdown of membership by regional distribution Q+A about membership (size by region)</p>	<p>Ute Smit</p>	<p>5'</p>
<p>3.4. Approval of Annual Report  11:27h Annual Report is approved</p>	<p>Patrick Studer</p>	<p>2'</p>
<p>4. Approval of membership fees 4.1. Note: The General Meeting has to approve the membership fee. The Board will present a proposal for the fee for the coming year.  40eur for full members, 25eur for PhD 11:28h Membership is approved</p>	<p>Ute Smit</p>	<p>5'</p>
<p>5. Reports from Special Interest and Regional Groups: 5.1. PhD SIG. 5.2. East Asia Regional Group 5.3. Spain Regional Group 5.4. Italy Regional Group  11:29h Joyce Kling refers to written reports sent to membership, summarises main points RGs are new, organise separate events PhD SIG very active</p>	<p>Joyce Kling</p>	<p>5'</p>
<p>6. 7<sup>th</sup> ICLHE Conference 2021, Maastricht University, Netherlands  11:32h Chair explains thematic strands; invited keynote speakers, website</p>	<p>Bob Wilkinson</p>	<p>5'</p>
<p>7. Notices and motions submitted to the AGM by members</p>		
<p>8. Any other business  11:45h Kevin Haines: EMI vs ICLHE, worried about 2021 conference being associated with EMI rather than ICLHE, point is emphasised by other members (see chat); Chair commits to taking point up in preparation for 2021 conference.</p>	<p>Patrick Studer</p>	<p>5'</p>
<p>9. Close of meeting</p>	<p>Patrick Studer</p>	<p>1'</p>

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12:00h

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Note: The definitive agenda and accompanying documents was distributed on Monday 12 October before the General Meeting. Members could submit items for discussion at the General Meeting. No items were submitted in advance. The members meeting at the AGM may also accept items raised at the time of the Meeting.

Robert Wilkinson  
Chair, ICLHE

Patrick Studer  
Secretary, ICLHE

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