



Integrating Content and Language in Higher Education

Minutes of the General Meeting of the ICLHE Association

held at University of Vienna, Spitalgasse 2, Hof 1.11 (Campus) 1090 Wien

November 3, 2023, Onsite 12.00-13.00

Members present: 26. Members present online: 4

Item	Responsible	Time
1. Opening by the Chair	Ute Smit	2'
<i>12:05</i>		
2. Minutes of the AGM of 20 October 2022	Emma Dafouz	1'
2.1. Approval of Minutes		
<i>Minutes unanimously approved</i>		
3. Annual Report		
3.1. Activity Report from the Board	Ute Smit	10'

12:10h -12:20

Ute summarises main points (see Annual Report, pp 3-11)

Administrative & Legal matters: complying with new Ultimate Beneficial Owners legislation; (b) Law on Maand Supervision of Organizations.

Two webinars during the reporting period. On 30 January 2023, Inge Birnie, Junkal Gutierrez and Kananinohea Makaimoku. 5 May 2023, Alicia Salomone and Ludmila Kalasnikova.

Newsletter moved into new online format thanks to Jenny Valcke with 3 issues per year.

Regional Groups and PhD SIG have been very active (see reports).

Brief reference to newly emerged groups (DACH-RG in Germany and Israel).

Publications: members continue to be very active in publishing research.

3.2. Financial report of the year 2022-23, including budget for 2023-2024	Patrick Smit	5'
<p><i>Patrick Studer summarizes the Financial Report and presents the budget for 2023-24 (see Annual Report and Financial Statements, pp. 12-15) The Association ended the financial year with a positive balance. Income exceeded expenditure despite greater turnover and so additional sums were added to the reserves.</i></p>		
<ul style="list-style-type: none"> - Report of members of the audit committee <i>See Annual Report, pp. 19-20.</i> <i>Magnus Gustafsson approves the Financial Statements</i> 	Magnus Gustafsson	5'
<p>Vicent Beltrán-Palanques accepts to become officially auditor in substitution for D. Schmitt who steps down.</p>		
3.3. Membership report	Patrick Studer	5'
<p><i>See Annual Report, pp. 17-18.</i> <i>Membership at 30 of June 2013 was 189 members of which 29 are student members. Our association continues to be highly international. European countries still make up the largest part of the membership, followed by Asia and particularly Japan.</i> <i>ICLHE welcomes new members from Thailand.</i></p>		
3.4. Reports from Special Interest and Regional Groups:	Anja Schueppert	8'
<ul style="list-style-type: none"> - PhD SIG - East Asia Regional Group - Spain Regional Group - Italy Regional Group 		
<p><i>See Annual Report, pp. 19-23</i> <i>Anja Schueppert summarizes the reports from the RGs and refers briefly to the new groups emerged (DACH and Israel).</i></p>		
<p><i>All are very active.</i></p>		
3.5. Approval of Annual Report	Emma Dafouz	2'
<p><i>Unanimous approval of Annual Report.</i></p>		

4. Approval of membership fees	Patrick Studer	5'
<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. <i>Membership fee remains as the previous year (40Eur full membership, 25Eur student membership)</i></p> <p><i>Membership fee is unanimously approved.</i></p>		
5. Next ICLHE Events	Julie Walaszczyk	3'
<p>Information on the 8th ICLHE Conference, to be celebrated at UFCSPA in Porto Alegre (Brazil) and video from Brazilian colleagues is played.</p>		
6. Notices and motions submitted to the AGM by members	Emma Dafouz	1'
<p><i>None submitted.</i></p>		
7. Any other business	Emma Dafouz	4'
<p>Verena Grau thanks ICLHE on behalf of doctoral students for supporting the PhD SIG and the celebration of the symposium</p>		
8. Close of meeting	Emma Dafouz	1'
<p><i>13:07h Close of meeting</i></p>		

Ute Smit
Chair, ICLHE

Emma Dafouz
Secretary, ICLHE

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