

UCML Executive Committee

Friday 3 April 2020 1-3pm

Via Microsoft Teams



EXEC MEMBERS (alphabetical order of surname; *draft apols italics/inset*)

Sarah Bowskill	N. Ireland	SB
Caroline Campbell	IWLP	CEC
<i>Joe Carson</i>	<i>Scotland</i>	<i>JC</i>
Emma Cayley	VC Communications	EC
Marcela Cazzoli	Hon Secretary	MC
Alexander Ding	ELT	AD
Connor Doak	Slavonic & EE	CD
Jo Drugan	VC Research	JD
Federico Faloppa	Linguistics	FF
<i>Allyson Fiddler</i>	<i>Germanic & Low countries</i>	<i>AF</i>
Olga Gomez-Cash	Hon Treasurer	OGC
Claire Gorrara	Chair	CG
Derek Hird	E. Asian	DH
James Illingworth	Admin Assistant	JI
René Koglbauer	Schools Liaison	RK
<i>Par Kumaraswami</i>	<i>Hispanic</i>	<i>PK</i>
Emmanuelle Labeau	French	EL
El Mustapha Lahlali	Middle Eastern studies	ML
Hilary Owen	Lusophone	HO
Begoña Rodriguez	T&I	BR
Gigliola Sulis	Italian	GS
Frances Weightman	Area Studies	FW
Liz Wren-Owens	Wales	LWO
Vicky Wright	VC Education	VW

AGENDA

1. Welcome and apologies for absence (5 mins) **CG**
Apologies: JC, AF, PK (*tb*)

2. Minutes (5 mins)

Executive Committee meeting of 8 Nov 2019 CG

- 2.a Accuracy and approval
- 2.b Matters arising *not covered elsewhere on the agenda*

Plenary Business Meeting of 17 January 2020 CG

- 2.c Accuracy and approval
- 2.d Matters arising *not covered elsewhere on the agenda*

Discussion of officers' reports: 30 mins

3. Chair's Report CG

4. Report of Vice Chair Languages & Intercultural Education VW

5. Report of Vice Chair Research JD

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| 6. | Report of Vice Chair External Engagement & Communications | EC (AdM) |
| 7. | Hon. Secretary's Report | MC (NS) |
| 8. | Hon. Treasurer's Report | OGC |
| 9. | National reports | |
| 9.a | Northern Ireland | SB |
| 9.b | Scotland | JC |
| 9.c | Wales | LWO |
| 10. | Discussion of reports from other Executive members (30 mins) | |
| 10.a | Area studies | FW |
| 10.b | French studies | IL |
| 10.c | Germanic/Low countries studies | AF |
| 10.d | Hispanic studies | PK |
| 10.e | Lusophone studies | HO |
| 10.f | Italian studies | GS |
| 10.g | Middle Eastern studies | ML |
| 10.h | East Asian studies | DH |
| 10.i | Slavonic & East European studies | CD |
| 10.j | Linguistics | FF |
| 10.k | IWLP (including the UCML/AULC report) | CEC |
| 10.l | English Language Teaching | AD |
| 10.m | Translation & Interpreting | BR |
| 10.n | Schools Liaison | RK |
| 11. | Advance planning of Plenary Workshop of 10 July 2020 (15 mins) | All |
| | <u>Time</u> | <u>Session</u> |
| | 10.00-10.30 | Registration and coffee |
| | 10.30-12.00 | AGM |
| | 12.00-13.00 | Lunch |
| | 13.00-16.30 | Workshop theme/suggestions |
| 12. | Responses to Coronavirus and ongoing support (15 mins) | CG |
| 13. | Outcomes of UCML Small Grants allocation round 2 (5 mins) | CG |
| 14. | Update on SIGs (10 mins) | CG |
| 15 | Any Other Business (5 mins) | all |
| 16 | Future dates (5 mins) | all |
| | <u>date</u> | <u>event</u> |
| | 10 July | Summer Plenary (AGM) |
| | ?? October | Autumn Steering Group |
| | ?? November | Autumn Exec |
| | ?? mid-January | Winter Plenary (Business Meeting) |
| | ?? March | Spring Steering Group |
| | ?? April | Spring Exec |
| | | <u>venue</u> |
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