



EUROPEAN ASSOCIATION  
FOR LANGUAGE TESTING  
AND ASSESSMENT

**Notice of Annual General Meeting 2023**  
**EALTA – European Association**  
**for Language Testing and Assessment**

Notice is hereby given that the 20<sup>th</sup> Annual General Meeting of EALTA will be held at the University of Helsinki, Yliopistonkatu 3, Helsinki on Saturday 17 June 2023 from 14:00–15.30 EEST for the following purposes:

1. To review EALTA’s activities and progress
2. To discuss policy matters
3. To present the EALTA accounts for 2022
4. To elect the Upcoming President and Chair of the Committee for Conference Organisation
5. To determine the date and venue of the 2024 Annual General Meeting
6. To discuss any other business that may be properly brought before the meeting

The agenda for the Meeting is appended to this notice, along with supporting documentation as set out below.

Cristina Rodriguez  
EALTA Secretary  
2 June 2023

# **EALTA Annual General Meeting 2023**

**Saturday 17 June 2023, 14:00-15.30**

**Helsinki University**

## **AGENDA**

1. Approval of the agenda and  
Approval of the minutes from the 2022 AGM (Appendix A)
2. Reports on EALTA activities since the last AGM including:
  - a. Activities and events
  - b. SIGs
  - c. Committee for Conference Organization
  - d. Membership Committee
  - e. Finances (Appendix B)
  - f. Webinars
3. Election of Trustees (Appendix C)
4. Revision of EALTA Guidelines for Good Practice: formation of task force
5. Strategy regarding the future roles of the association in the professional lives of its members: formation of task force
6. Upcoming EALTA Conferences
7. Venue and date of the next AGM
8. AOB

Appendices: Appendix A: Minutes AGM 2022

Appendix B: Finances January 2022 – 3 March 2023

Appendix C: Elections: candidates

## President's Message and Annual Report for the EALTA 2023 AGM

Dear EALTA colleagues,

Welcome to Helsinki and the 19<sup>th</sup> EALTA Conference on the theme of sustainable language assessment. This year's theme is derived from the United Nations' 2030 Agenda for Sustainable Development that commits to providing equitable and universal access to quality education at all levels, among other things. Since assessment and testing are part of education, this commitment is also relevant to our field of expertise.

Our two keynote talks as well as the symposium will address different topics related to the conference theme. Jamie Schissel (University of North Carolina, Greensboro) will speak about work she has done in collaboration with a team of researchers, teachers and community members in Mexico regarding the development of collaborative assessment approaches that foster socially and culturally responsible language assessments. Ari Huhta (University of Jyväskylä), our second keynote speaker, will take a closer look at the notions of equity and fairness in assessments, thereby differentiating between assessments based on the specific purpose they serve and the decisions based on them. The symposium on Sunday will bring together a number of contributions from different countries making a case for multilingual assessments to strengthen equity in tests for candidates from different language backgrounds.

The organizers and the EALTA Executive Committee were very positively surprised by the high number and quality of the proposals submitted for this year's conference. Although we managed to make some changes to the format to accommodate as many papers as possible, we still had to turn down a considerable number of proposals.

We are proud to be able to offer three highly interesting pre-conference workshops and would like to thank our workshop leaders for their input and commitment. Five of our nine current SIGs will get together for a face-to-face meeting ahead of the main conference. Two more SIGs organized a webinar over the past year, and more webinars are planned.

Despite the many challenges, UALTA, our Ukrainian sister organization, successfully carried out the planned EALTA-funded teacher training event on the assessment of speaking and writing at the higher education level. There were 66 online participants. Three facilitators, Olga Kvasova, John Pill, and Olena Rossi, and two speakers (Chihiro Inoue and Margaret E. Malone) provided input and support. A special thanks goes to them!

At last year's conference, we informed you about the launch of the publication *Aligning Language Education with the CEFR: a Handbook*. In the meantime, the steering group that oversaw its development (Neus Figueras, David Little, Barry O'Sullivan, Nick Saville, and Lynda Taylor) has worked on its implementation. A series of case studies on applications of the *Handbook* are envisaged, and a conference dedicated to the *Handbook* will take place in fall of 2024. We are grateful to the group for their ongoing commitment.

This year's conference has a partially hybrid format. We will stream the keynote talks and the symposium for members and other interested parties who are not planning to attend in person. There are two reasons why we refrained from organizing a fully hybrid event: First, to limit the workload for the organizers, second, to make a full face-to-face experience possible for those present. While remote participation does widen access, it also has built-in limitations on the depth and scope of interaction possible when compared to a face-to-face conference. As the leading conference for language assessment professionals in Europe, the EALTA

conference provides an opportunity for invaluable exchanges of ideas and research inside and outside the presentation rooms.

The last word on conference formats has yet to be said. This conference is a point of departure for further reflection. The Executive Committee will propose to the AGM to form a task-force that will work out a strategy with regard to the future roles the association EALTA should play in the professional lives of its members. The format of conferences and other EALTA events will be up for discussion. In order to integrate as many members' voices as possible, the group will conduct a membership survey.

The Executive Committee will propose to set up a second task-force at the AGM regarding reviewing EALTA's *Guidelines for Good Practice in Language Testing and Assessment*. They were developed in 2006 and amended in 2013. The guidelines need to be updated because: technologies are changing at a fast pace; accommodations for more inclusion become common practice; the role of the CEFR has arguably changed; and EALTA's offers may need to reflect more closely the needs of our present members.

This year's Annual General Meeting (AGM) will take place in the afternoon of Saturday, June 17. Two positions for officers are up for election – the Upcoming President and the Chair of the Committee for Conference Organisation (CCO). Last year, Jamie Dunlea was elected Upcoming President. For health reasons, Jamie will take up the presidency for only one year, so we will elect his successor this year to enable a smooth transition.

On behalf of the Executive Committee, I would like to thank all those who have made this conference possible. In particular, I would like to thank the local organizers led by Raili Hildén and Marita Härmälä at the University of Helsinki, and, of course, our generous sponsors, without whom we would not be able to offer such an event at an affordable price.

At this conference, my term as EALTA president ends. I'm grateful for the opportunity to have this unique experience, and your constant support. My special thanks go to the Executive Committee: you've been fantastic! Together, we've achieved many things, small and large. The registration of EALTA as a charitable incorporated organisation arguably stands out. After years of preparation, we managed to give our association the consolidated status we were aiming for. And then there was COVID! It was a challenging time for all of us as individuals, as professionals, and as an association. Together we continued to collaborate and support each other in many ways. The next step was not always clear, but we are still here and thriving!

Now, I'm happy to hand over to Jamie Dunlea, a friend and esteemed colleague, who has already contributed so much to EALTA and the language assessment community.

We look forward to an interesting conference with many opportunities to learn and strengthen our ties.



Peter Lenz

President of EALTA, and the EALTA Executive Committee

## **Appendix A: Minutes of AGM 2022 (Agenda item 1)**

### **EALTA Annual General Meeting 2022**

**Saturday 4 June 2022, 15:30-17.00**

**Central European University, Budapest**

**Present:** Conference participants; only those 50 who are members of EALTA had voting rights.

#### **AGENDA**

1. Approval of the agenda and  
Approval of the minutes from the 2021 AGM (Appendix A)
2. Reports on EALTA activities since the last AGM including:
  - a. Activities and events
  - b. SIGs and LaPlace C-Test initiative
  - c. Membership
  - d. Finances (Appendix B)
  - e. Registration as a Charitable Incorporated Organisation (CIO)
  - f. EALTA website and resources
  - g. Webinars
3. Appointment of the auditor for 2022 (AGM 2023)
4. Election of Trustees (Appendix C)
5. Upcoming EALTA Conferences
  - a. Helsinki
  - b. Format of future conferences; role of video conferencing: discussion
6. Venue and date of the next AGM
7. AOB

## 1. Approval of the agenda and approval of the minutes from the 2021 AGM

Since no changes were requested, the agenda and minutes from the Annual General Meeting 2021 were approved.

## 2. Reports on EALTA activities since the last AGM including:

- a. **Activities and events:** EALTA supported the online event on the use of the CEFR in Cuba (Oct. 2020). The previously planned initial event for a Language Assessment Association of the German-speaking countries (and regions) is further postponed but not cancelled.

A Task force in support of Ukraine and the researchers and teachers there was formed on Friday, June 3. Immediate steps: two members of the task force are from UALTA, and three members from the wider community, including an Executive Committee member. Mina Patel should be contacted if someone would like to volunteer. The task force is the coordinating unit. The UALTA workshop originally planned for 2020 will be further dealt with within this task force.

- b. **SIGs and LaPlace C-Test initiative:** All the SIGs were active to differential degrees. CBLA had an online meeting, all the others had F2F meetings in Budapest before the conference, except the Speaking SIG. New SIG: Equality, Diversity, and Inclusion had its first meeting (Richard Spiby).

LaPlace C-Test initiative (Claudia Harsch): there is some progress in developing C-tests for a number of languages that can be made available for use in the migration context. More data is needed, so whoever might have access to students and could provide data should step forward. Thanks to Norman Verhelst, who helps with data processing. Further tests for Greek and Croatian will be developed as well as other languages. NGOs show an interest in LaPlace. (laplace.ngo lists all the participants).

Neus Figueras (CEFR SIG) briefly presents two publications relating to the CEFR with important contributions by EALTA members: 1) 'Reflecting on the "Common European Framework of Reference for Languages" and its "Companion Volume"'; 2) 'Aligning Language Education with the CEFR: a Handbook'. The steering group for the Handbook would welcome case studies of applications of the Handbook.

- c. **Committee for Conference Organization (additional agenda item):** This year's is a somewhat smaller conference. Travel restrictions have impacted on attendance. A relatively small number of proposals were received, but the F2F conference is now taking place with quality presentations, 3 PCWs, several SIG meetings, an invited symposium, a special meeting on Ukraine. The conference Vademecum is still being updated. The decision on F2F vs. hybrid vs. online is to be discussed later with regard to future conferences. A call for proposals for future conferences after 2023 will be sent out later in the summer.

**Membership:** the Membership Committee will step down this year. Thanks to Jay Banerjee, Monica Barni, and Dina Tsagari! The new Membership Committee consists of of Nivja de Jong, Tineke Brunfaut and Ari Huhta.

As concerns membership, 90 new individual members joined, 25 associated members, 2 institutional members, and there are 2 new expert members.

- d. **Finances** (Appendix B)

Jamie Dunlea gives special thanks to Gudrun Erickson for her work as auditor in the past couple of years.

**EALTA members vote on the approval of the financial report.**

Yes: 52

No: 0

Abstain: 0

- e. **Registration as a Charitable Incorporated Organisation (CIO):** the main EALTA bank account will be transformed into a charities account. The trustees can now be based anywhere, unlike previously when the Treasurer had to be from the UK. At the next AGM the annual accounts will be divided in two parts: before and after the acceptance as a CIO. The auditing function will need to change, because the auditor will have to be an outsider to EALTA. They will audit both parts of the accounts.

The current Executive Committee members are CIO Trustees, except for the Upcoming President during the year before they enter office. Once new people are elected to fill in the positions, they will need to be reported (online) to the Charity Commission. The new Constitution regulates fewer details than the former constitution. Therefore accompanying documents were produced to reflect the regulations contained in the former Constitution. The Executive Committee will have the right to change the documents without seeking the approval of the Charity Commission, as the Constitution will not be changed.

There is going to be a training workshop for the Trustees run by the legal executive. This will incur some extra payment.

- f. **EALTA website and resources:** The website has been redesigned. All the materials have been uploaded, however it's not up to date to the degree we would want it to be. The website is still run by Lancaster with Stephanie Strong as administrator. With the new website, we would want more updates and be faster on uploads. We are looking for ways that enable us to do so. We might want to go to private hosting. We hoped to be able to access the website through VPN, but the Lancaster account can only be accessed on-site.

We also have a Youtube channel for our videos (EALTA EALTA).

- g. **Webinars:** Over the last year, this offer has been a little bit quiet, but now things are looking up again. Charalambos Kollias hosted the most recent webinar (on online standard setting), which is available online on the YouTube channel. There is more planned for the future. Further webinars will be advertised online.

3. **Appointment of the auditor for 2022** (AGM 2023): No decision here, as the Treasurer explained above. The person needs to be external to the association.

4. **Election of Trustees** (Appendix C)

Thanks to Eli Moe and the Nomination Group for their work.

**EALTA members vote on trustees by secret ballots:**

**Upcoming President:**

Jamie Dunlea: 50 (all in favour)

**Secretary:**

Cristina Rodriguez: 49 (1 invalid ballot)

**Treasurer:**

Voula Kanistra: 48 (2 invalid ballots)

**5. Upcoming EALTA Conferences**

- a. **2023 Helsinki:** Raili Hilden briefly presents the venue, a central building of the University of Helsinki.
- b. **Format of future conferences; role of video-conferencing:** discussion.

It is suggested that this point should be discussed in tandem with ILTA so that the two associations can cooperate on the issue. Norman Verhelst says that while he approves of online conferences, F2F visitors should enjoy priority. For example, they shouldn't be forced to wait if a technical problem crops up. Neus Figueras emphasizes that EALTA is a European organization, and as such F2F is the natural choice because travel distances are more reasonable. Raili Hilden adds that next year's conference organizers are not financially prepared for a hybrid option. Benjamin Kremmel says that hybrid is an idea worth exploring, but he prefers one-way hybrid. Travelling to Budapest for an online speech would not be worth the trouble. So the recommendation is that the conference could be viewed for instance by streaming. SIGs might take a different route. The Executive Committee will work on a number of options.


**6. Venue and date of the next AGM:** Helsinki, 17 June 2023.

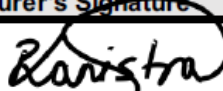
7. **AOB:** There will be a membership survey to see where EALTA is headed. Peter Lenz asks the membership to participate in this online survey.

**Website:** Norman Verhelst says that EALTA has grown and developed and it's time we go independent from Lancaster University. He believes we can easily raise the amount of money needed for website management. Jamie Dunlea clarifies that we currently don't pay for hosting, we only pay for web management. Benjamin Kremmel agrees with Norman saying that independence is very much affordable without having to raise conference registration fees.



## Appendix B: Finances January 2022 – 3 March 2023 (Agenda item 2e)

EALTA Financial Report for Financial Year January 2022 to 3 March 2022- Pre CIO period			
Opening balance		Closing balance	
Description	Amount	Description	Amount
Balance GBP account	£38,326.69	Balance GBP account	£38,326.69
Balance Euro account	€ 41,426.60	Balance Euro account	€ 41,426.60
Income received in the period X to Y		Expenses paid in the period X to Y	
Institutional Membership		Events Activities	
Institutional Membership Subtotal	£0.00	Events Activities subtotal	£0.00
Other Income		Legal & Professional Fees	
Other Income Subtotal	£0.00	Legal & Professional Fees Subtotal	£0.00
Conference Surplus Income		Administration Fees	
Conference Surplus Subtotal	£0.00	Administration Fees Subtotal	£0.00
Donations/Contributions		Trustee expenses	
Donations/Contributions Subtotal	£0.00	Trustee expenses subtotal	£0.00
		Financial charges	
<b>Total Income</b>	<b>£0.00</b>	<b>Total expenses</b>	<b>£0.00</b>
Treasurer's Signature	Date	Auditor's Signature	Date
	31/05/2023	MARLA KALORAR MAAT 10440989	30/05/2023

EALTA Financial Report for Financial Year 4 March 2022 to 3 March 2023			
Opening balance		Closing balance	
Description	Amount	Description	Amount
Balance <b>GBP</b> account	£38,326.69	Balance <b>GBP</b> account	£27,714.54
Balance <b>Euro</b> account	€ 41,426.60	Balance <b>Euro</b> account	€ 41,426.60
Income received in the period 4 March 2022 to 3 March 2023		Expenses paid in the period 4 March 2022 to 3 March 2023	
Institutional Membership		Events Activities	
Institutional Membership 2022	£898.15	Sign SIG Support (Webinar November 15 2021 paid in April 2022)	£430.96
		Participation in meeting to Council of Europe (Enriching 21st century language education: the CEFR Companion Volume in Practice)	£433.75
		Sign SIG Support (Webinar November 2022, paid in February 2023)	£578.91
<b>Institutional Membership Subtotal</b>	<b>£898.15</b>	<b>Events Activities subtotal</b>	<b>£1,443.62</b>
Other Income		Legal & Professional Fees	
CCG DORMANCY	£12.00	Browne Jacobson (fees for 21/12/2022)	£690.00
		Shakespeare Martin (creation of contract template for website transfer)	£1,922.40
<b>Other Income Subtotal</b>	<b>£12.00</b>	<b>Legal &amp; Professional Fees Subtotal</b>	<b>£2,612.40</b>
Conference Surplus Income		Administration Fees	
		YouTube channel	£82.35
		Web redesign - additional work	£500.00
		Website maintenance (fee for 2020-2021)	£2,500.00
		Website maintenance (fee for 2021-2022)	£2,500.00
<b>Conference Surplus Subtotal</b>	<b>£0.00</b>	<b>Administration Fees Subtotal</b>	<b>£5,582.35</b>
Donations/Contributions		Trustee expenses	
		Trustee site visit for conference preparation	£1,217.01
		Meeting room for site visit _Scandi Hotel	£576.92
<b>Donations/Contributions Subtotal</b>	<b>£0.00</b>	<b>Trustee expenses subtotal</b>	<b>£1,793.93</b>
		Financial charges	
		Bank transaction fees and foreign transfer charges	£90.00
<b>Total Income</b>	<b>£910.15</b>	<b>Total expenses</b>	<b>£11,522.30</b>
Treasurer's Signature	Date	Auditor's Signature	Date
	30/05/2023	MARLA KALORAR MAAT 10440989	30/05/2023

### Appendix C: Election of Trustees (Agenda item 3)

<b>Trustee position</b>	<b>Nominated</b>	<b>Proposed by</b>	<b>Seconded by</b>
(Upcoming) President	Slobodanka Dimova	Gudrun Erickson	Luke Harding
		Richard Spiby	Benjamin Kremmel
Chair of Committee for Conference Organisation	Sonja Zimmermann	Neus Figueras	Anika Müller-Karabi
	Nahal Khabbazzbashi	Fumiko Nakatsuhara	Tony Green