

# Meeting note 8 Dec 2023

## AHKLC Executive Committee Meeting Notes

**Date:** 8 Dec 2023

**Time:** 4:45pm to 5:45pm

**Venue:** Zoom; Poly U

### Attendees:

- Melinda (President)
- Simon (Secretary)
- Wesley (Project Officer)
- Lillian (HKU)
- Yanyan (Poly U)
- Adam (Poly U)
- Doreen (HKUST)
- Neil (LN)
- Stephen (CityU)
- Rita Gill Singh (HKBU)

### Apologies:

- Alison (Events Officer)
- Mable (Treasurer)

### Agenda

#### Welcome

#### Events

- **October 2023:** Workshops on Publishing on STiLE (HKUST, HKU)
- **November 2023:** Leadership Forum (hosted by HKU)
- **December 2023:** Today's event
- **Upcoming:**
  - Encouragement to open an event to Association members; invitation email sent on 5 Dec 2023.
  - AHKLC AGM and Symposium in June 2024 (hosted by the LC, HKBU): Call for submissions emailed on 24 November.

## Updates on STiLE

- Currently not promoting aggressively due to software issues.
- Plan to turn the first set of publications into an issue.
- Now ready for promotion.
- Seeking feedback from LC colleagues on STiLE and the concept of scholarship.
- Potential workshops in member institutions to introduce STiLE and specific genres or provide updates.

## Association Development (Discussion)

- **Project Officer role/planning:**
  - Wesley assumes the role.
  - Discussion on what constitutes an association project.
  - Potential for the Association to help sustain projects post-funding if the Principal Investigator is willing.
  - Development of guidelines for designating a project as an association project.
  - For projects developing websites, possibilities for the association to provide server space and domain services beyond the funding period (to be discussed with AHKLC in advance).
  - Direct updates from UGC about funding opportunities to release timely information.

- Website enhancements to facilitate member connections and collaboration.
- Consideration of small-scale funding/grants sourced from association fees.

## **Revision of AHKLC Constitution**

- Formation of a working group to revise the Constitution (Rita expressed interest in joining).
- Discussion on membership options, including non-voting members (service providers, not LCs).
- Invitation for a new member to join the ExCo to pursue expansion of AHKLC membership.

## **Next Meeting**

- Association event and meeting planned for late Mar 2024.