

# Meeting notes for 2 May 2024 AHKLC Executive Committee

Date: 10am 2 May 2024

Venue: Zoom

## Present

Melinda (President)

Mable (Treasurer)

Simon (Secretary)

Wesley (Project officer)

Rita (HKBU)

Dinesh (HKUST)

Lillian (HKU)

Adam (Poly U)

Mike (LN)

Stephen (CityU)

Yanyan (Poly U)

## Apologies

Alison (Events Officer)

## Agenda

### 1. Welcome

Acknowledgment of attendance, including a special welcome to new attendees

Mike and Dinesh

### 2. Events

- a. AHKLC Symposium *Engagement in the Digital Age* (HKBU, 17-18 June)
  - i. Mention of the symposium's scale and the extension of the abstract submission deadline to May 17th due to the addition of a colloquium on Bill Littlewood.
  - ii. Update on the submission of abstracts and the planning of awards for presenters, with details still to be finalized.

### b. Best Paper Award

- i. Discussion of the small number of submissions but decision to proceed with the award if at least one good submission is received.
      - ii. Confirmation of the award presentation during the AGM.
    - c. Poly U plans to host a conference in May 2025 in conjunction with AGM of AHKLC
      - i. Announcement of PolyU's plans to host next year's conference
  - 3. Association Development (to discuss)
    - a. Language Education Conferences & Calls ([link](#))
      - i. Introduction of a new website section for upcoming conferences and calls, with a call for promotion within networks
    - b. Revision of AHKLC Constitution (see notes [here](#))
      - i. Overview of the reasons behind the revision of the constitution to better reflect the association's operations.
      - ii. Discussion on the main changes proposed in the revised constitution, focusing on membership clarity, executive committee structure, and terms of service.
      - iii. Relevant documents
        - [AHKLC Constitution Sign-Off](#) (proposed new version)
        - [Constitution of The Association of Hong Kong Language Centres-current version-Apr 2024](#)(current version)
        - [comparison.docx](#)
    - c. [DRAFT AHKLC Project Guidelines & Project Officer Position Description](#)
    - d. Terms of services
  - 4. Updates on STiLE
  - 5. Next Meeting
    - a. AGM in June as part of the HKBU conference; to be held in the afternoon of the second day of the conference- details to be confirmed )
  - 6. AOB