

Meeting notes for 14 Jan 2025 AHKLC Committee of Representatives

Date: 4pm 14 Jan 2025

Venue: Zoom

Present

Wesley (President)

Simon (Secretary)

Melinda (Events officer)

Rita (HKBU)

Dinesh (HKUST)

Lillian (HKU)

Adam (Poly U)

Mike (LN)

Stephen (CityU)

Yanyan (Poly U)

With apologies

Mable (Treasurer)

Agenda

1. Welcome

2. Association Updates

a. Update of Association Particulars

Wesley discussed the process of updating association particulars, including the Constitution, executive officers, and membership dues. He highlighted the back-and-forth with the Hong Kong Police Force licensing office and the need for more documentation to streamline future updates.

b. Planned Website Migration

Wesley announced the plan to migrate the Association website and the style website to a third-party server. The current servers hosted by UST are insufficient for maintenance and flexibility. The migration aims to ensure the continued viability of the style platform and the Association website, with reliable support for the content management system.

3. Events

a. AHKLC Symposium

Melinda provided updates on the upcoming symposium hosted by PolyU, emphasizing its practice-oriented focus. The demonstration strand was highlighted as a unique feature for practitioners. The importance of promoting the symposium and the leadership forum was stressed. Wesley reminded participants of the deadlines for abstract submissions (February 1) and the best paper award (February 3).

b. Best Paper Award

Wesley encouraged participants to submit their work for the best paper award, noting the high quality of previous submissions and the significance of receiving such an award. He also mentioned the registration period for the symposium, which is from April 2 to May 1.

4. Association Development

a. Proposed Initiatives (Solicitation of Input)

Wesley introduced the idea of using annual dues to support member centers and staff development. Possible initiatives include dissertation/thesis completion awards, project completion grants, and a professional development fund. The leadership forum for center heads and directors was discussed as a valuable professional development opportunity. A speaker series and post-symposium mixer were proposed to encourage communication and network development.

b. Executive Committee Vacancy (Call for Expressions of Interest)

Wesley announced a vacancy for the events officer position to be filled at the next AGM. Melinda, the acting events officer, was asked to serve on an acting basis for the year. The role involves organizing the symposium, leadership forums, and potentially a speaker series. Wesley encouraged expressions of interest and mentioned the need for a communication guidebook for symposium hosts.

5. Next Meeting

The next meeting will be held during the symposium. Details will be communicated closer to the date.

6. AOB

- Discussion on Individual and Associate Membership

Simon raised the issue of individual and associate membership, suggesting procedures for attracting these members. Wesley explained the current clauses in the Constitution for associate and individual membership. The potential value of associate membership for organizations was discussed. The need for procedures and a broader recruitment campaign was considered for the future.

- Promotion of Collaborative Projects

Lillian suggested focusing on collaborative projects with other institutions to enrich the association. The importance of contextualization and sharing needs and interests was emphasized. The potential for involving associate members in advocacy statements was discussed. Wesley agreed and mentioned the need for procedural mechanisms for associate membership.

- Upcoming Event by HKUST

Dinesh introduced an upcoming event organized by the Center for Language Education at HKUST. The event aims to promote dialog, discussion, and collaboration among tertiary language teachers. Details will be finalized and shared soon.