

UKALTA

UK Association for Language Testing and Assessment

Annual report 2020

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Annual General Meeting 2020

To be held on Thursday, 3 December 2020, 1-2pm via Zoom

Agenda

1. Welcome and apologies
2. Approval of AGM 2019 minutes (see pages 12-15)
3. President's report (see pages 3-8)
4. Treasurer's report (see page 9)
5. Communication Officer's report (see page 10)
6. Membership and Nominations Chair's report (see page 11)
7. Results of election for 2021 office holders
8. Plans for LTF 2021
9. UKALTA objectives and initiatives
10. Any other business (AOB)

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- The online AGM will be recorded to facilitate minute-taking.
 - To submit your apologies for the meeting, contact the UKALTA secretary by email (j.pill@lancaster.ac.uk).
 - To submit a topic for item 10 (AOB), contact the UKALTA secretary by email by Wednesday, 2 December 2020 (j.pill@lancaster.ac.uk).

President's report

Since taking on the UKALTA Presidency in January 2020 it has been a pleasure to work with my fellow officers on the Executive Committee as we sought to deliver a programme of activities and events for the year, navigating along the way the unexpectedly choppy waters of the Covid19 global pandemic. I wish to record my thanks to our UKALTA committee members for their hard work and public service to our field throughout this challenging year.

General administrative and organisational matters

Despite the personal and professional challenges, we have made progress in a number of key areas, especially on **communicating with the UKALTA membership** and in **strengthening the reputation and positioning of UKALTA** as a UK professional association and learned society.

Karen Dunn, our Communications Officer, has improved the **UKALTA website** (www.ukalta.org) with expert assistance from UKALTA member Gavin Dudeney, and this ongoing development work will continue into 2021. Effort has been made to research and record more of **the history of LTF** since 1980; information to fill any gaps is still welcomed from anyone who holds it. The 2016 **UKALTA Constitution** is also now accessible from the 'Join Ukalta' page.

I have introduced regular **letters from the President** (Feb/May/June/Sept/Nov) to communicate key information to members in a timely way and to keep them in touch. This communication channel also serves as a way to inform members of important administrative matters, such as the AGM.

This year the **AGM is being held online in early December** rather than during the face-to-face LTF event as usually happens. This means it is open to all regardless of UKALTA membership or presence at the conference. The agenda was notified to members at least 10 days in advance and a full report was made publicly available on the UKALTA website for members and others to read before attending the meeting.

Election of UKALTA officers this year also transferred online as a separate members-only activity; this development delivered on the motion passed at the 2019 AGM requesting UKALTA explore electronic online voting by the whole UKALTA membership.

The UKALTA Executive Committee approved the setting up of an **Expert Advisory Group (EAG)** in place of the earlier 'strategy group' which struggled to get going in 2020. Current EAG membership is: Jay Banerjee; Tineke Brunfaut; Barry O'Sullivan; Constant Leung; Nick Saville and Lynda Taylor (Chair), with meetings taking place twice a year. Clear terms of reference are in place for the EAG whose remit is to: *take an active interest in the aspirations and work of UKALTA; assist UKALTA in a strategic review of its overall aims and objectives; advise on UKALTA's operational priorities for the medium and longer term (3-5 years); provide constructive feedback on the delivered outcomes; and promote and advocate on behalf of UKALTA in their respective professional fields.* The first EAG meeting took place online in July 2020 and another is due in December/January. I am grateful for the support of these colleagues as we seek to grow and focus UKALTA and its mission.

In normal years LTF provides a financial surplus that covers the UKALTA's management costs during the year, i.e. website development, student awards, sponsorship for additional initiatives, professional membership of the AcSS. Please be aware that it is this regular annual income which enables us to continue to offer membership of UKALTA at no charge. For 2020, however, there will be no surplus income for UKALTA. We worked hard to maximise event sponsorship this year and we are grateful to all who responded, especially in light of the current financial pressures on them. To help the situation, I undertook a personal **fundraising** initiative – a sponsored walk or 'President's Pilgrimage' in late September – to raise funds specifically for UKALTA. All funds raised will be used to cover any costs involved in organising this year's online event and to help meet our 2020/2021 budget shortfall. My grateful thanks to all who responded so generously to this initiative.

Other matters

The remainder of this report is structured under 5 subheadings which broadly correspond to the 5 aims and objectives of UKALTA as set out in our Constitution (subsections 2.1-2.5): *exchange of information and research; training and professional development; collaboration across UK higher education; awareness-raising and advocacy; and outreach and public engagement*. These 5 short phrases summarise more succinctly and accessibly the longer statements laid out in our Constitution. In some cases, the items reported below relate to more than one area; however, the 5 categories offer a helpful framework for reviewing what has been achieved over the past year and how this matches with our stated organisational aspirations.

1. Exchange of information and research

1.1 CEFR Symposium – February 2020

In February 2020, UKALTA supported (with an ad hoc grant) and participated in a CEFR Symposium in London, entitled *The CEFR: towards a roadmap for future research and development*. The event was organised by the British Council and held in collaboration with UKALTA and the European Association for Language Testing and Assessment (EALTA). A full report is available on the UKALTA website: <https://ukalta.org/events/>.

As a follow-up activity, a small Steering Group was convened in early April 2020 to revisit the 2009 *Manual for Relating Language Examinations to the CEFR* and to explore options for revising/updating it to take account of the recent publication of the *CEFR Companion Volume* (2018/2020). The Steering Group included key participants from the February symposium representing a range of organisations: Neus Figueras (EALTA), Barry O'Sullivan (British Council), Nick Saville (ALTE), Lynda Taylor (UKALTA), and David Little, with his long background in and knowledge of the Council of Europe. Since April the group has met online almost a dozen times and has worked steadily, in collaboration with other colleagues across our respective organisations, to draft a new *Handbook for Aligning Language Education with the CEFR*. Its focus is much broader than simply testing and assessment and the intended audience embraces a wide range of stakeholders. A content specification for the *Handbook* is in place and individual chapters are currently being drafted by task groups representing the various partners. Further progress updates will be reported early in 2021.

1.2 British Council New Directions East Asia online event – October 2020

In October 2020 John Pill represented UKALTA at the British Council New Directions East Asia online conference where he took part in an international panel discussion on *Disruption in language assessment and education in 2020: Challenges and responses*. John's talk was based on survey feedback invited from UKALTA members and his slides will be available from the website.

1.3 Language Testing Forum (LTF) – November 2020

This year we planned to hold LTF 2020 in Lancaster to celebrate the 40th anniversary of LTF, but the global Covid19 pandemic forced us to postpone the Lancaster event until November 2021 (and the Bristol LTF until 2022). Rather than have nothing, the UKALTA Executive Committee decided to organise a free, half-day online event to 'kick-start' a series of celebratory activities over the following 12 months, culminating in LTF 2021 in Lancaster.

UKALTA's stated aims and objectives helped shape the choice of sessions during the afternoon. Following the success of last year's conference in Swansea, we sought to broaden our horizon beyond English by inviting Professor Claire Gorrara and Dr James Illingworth of the University Council of Modern Languages (UCML) to share something of the current situation for teaching and learning modern languages in 2020 and the role of the UCML.

To help strengthen relationships between UKALTA and our 'sister' professional associations, we invited representatives from BAAL TEASIG (Mark Griffiths), BALEAP TAFSIG (Fiona Orel) and UKALTA (Benjamin Kremmel) to explore implications of the global pandemic for our respective associations and our field. Having Judith Mader from IATEFL as panel moderator brought a valuable international perspective. Questions to the panel were invited in advance from the field.

2020 was a very difficult year for our UK PhD and Masters students so we wanted to offer an opportunity for postgraduate researchers to present their research to a wider audience in the form of a 3-minute, 3-slide 'poster' presentation – an innovative approach to suit the online medium. A total of 17 proposals were received and vetted by a review panel to select five for the 30' online session, with a prize awarded for the best presentation.

To help us reflect on 40 years of language testing and assessment in the UK, 4 senior members of our profession were invited to take part in short pre-recorded interviews, each focusing on a different decade from 1980-2020: Liz Hamp-Lyons (1980s), Nick Saville (1990s), Tony Green (2000s) and Tineke Brunfaut (2010s) shared their reflections on our field – and on the role of LTF – over the past 40 years.

A mid-afternoon refreshment break allowed us to share messages from our sponsors and to enjoy a rich and moving photomontage of past LTFs. The event ended with a light-hearted quiz on language testing over the years. Almost 200 delegates attended LTF 2020 online, representing over 50 countries worldwide; 45% were UKALTA members; 30% were students. Feedback was overwhelmingly positive and it seems we have broken new ground for LTF!

1.4 Second annual activity

Funding and procedures are now in place for a second annual activity in addition to LTF, as requested by the membership at the 2019 AGM, but this project has been difficult to

progress in 2020. The opportunity was advertised at LTF online in November and we look forward to receiving ideas and proposals for activities to take place during in 2021.

1.5 ILTA Newsletter

A report was submitted for next ILTA Newsletter and another is being prepared for the next IATEFL TEASIG newsletter.

2. Training and professional development

2.1 Invitation for a conference workshop in Bilkent (June 2020)

UKALTA was invited to recommend people to participate in a 1-day pre-conference workshop on assessment literacy for English teachers at Bilkent University, Turkey, to take place in June 2020. The conference organisers offered to cover travel costs and accommodation for two UKALTA members to attend and contribute. We invited one of our senior and experienced UKALTA members in the field of assessment literacy to be involved, but decided to open up the second invited place as a professional development opportunity to the wider UKALTA membership. This was publicised in early February and applications invited from members. Sadly, due to the coronavirus pandemic, the event had to be postponed until June 2021. Happily, both invited UKALTA speakers are able to commit to the event in 2021, namely: Diane Schmitt, our senior language assessment literacy specialist, and Huahui Zhao, who was awarded the second invited place as a professional development opportunity.

2.2 Support for postgraduate student researchers

Given the challenges for all our UK-based LTA professionals this year, but particularly for our postgraduate student researchers, UKALTA was pleased to promote and support two UK-based events which PGRs could access. In late May 2020 we supported the online event hosted by Lancaster University's Language Testing Research Group (LTRG), to which they generously welcomed PhD students from other universities. In early July 2020 we promoted CRELLA's first Online Research Seminar which was able to attract a large number of delegates compared with the usual face-to-face CRELLA research seminars at the University of Bedfordshire.

3. Collaboration across UK language education

3.1 Higher Education Academic Literacy (HEAL) Working Group – update

The HEAL WG which was set up at the AGM in 2018, led by Carolyn Westbrook, worked during 2019 to hold focus groups with support from the British Council Assessment Research Group. The WG presented its interim report to the UKALTA AGM in November 2019 and was mandated to continue its work and bring forward specific costed proposals for follow-up action in 2020. However, due to the challenges of the Covid19 pandemic, and the enormous pressures this has put on all HE institutions, it has been very difficult to progress this project. Little further work could be undertaken and no budgetary proposals were submitted to the Executive Committee.

The UKALTA HEAL Task Force reconvened in October 2020 and decided that a position paper is the most useful next step but with a slightly different focus to what was originally intended. Instead of focusing on the kinds of questions that institutions should ask when considering which exams to accept, they propose (in light of the

impact of Covid-19) to make this more of a 'how can we help?' paper with regard to the kinds of evidence that institutions may need to collect to satisfy UKVI.

To do this, they will collect initial feedback from a focus group of Admissions Officers. They plan to organise this in the near future and then use the themes elicited from that for the paper. They are also considering a survey for Admissions officers regarding which exams have been accepted in order to give an objective account of evidence to collect, questions to ask, etc, in order to evaluate the impact of accepting different tests (this will be after the initial position paper).

The HEAL Task Group hopes that, over the next academic year, they will be able to carry out more of the tasks that were in the initial plan reviewed and approved at the 2019 AGM.

3.2 REF 2021 – representation on panels

In preparation for next year's Research Excellence Framework exercise (REF2021), UKALTA was invited to nominate additional members to serve on the expert sub-panels within Main Panel D. In 2017 UKALTA had proposed two nominees – Prof Barry O'Sullivan and Prof Anthony Green – both of whom remain eligible for service next year. This year the Executive Committee identified and approached 5 additional qualified individuals. After careful consideration, 2 of these agreed to be nominated: Prof Parvaneh Tavakoli and Prof Lynda Taylor. The REF documentation made it clear that Equity, Diversity and Inclusion (EDI) issues would be a priority in this second round and as part of the nomination process we were required to submit an EDI statement for our organisation.

4. Awareness-raising and advocacy

4.1 UKALTA's standing as a learned society and professional association

As the UK's leading learned society and professional association for language testing and assessment, UKALTA was recognised in 2019 by the British Academy (BA) and also accepted into membership of the Academy of Social Sciences (AcSS). This means we receive regular email communications and invitations to network meetings for learned societies and professional associations, which give us access to documentation and expert discussion on relevant topics, e.g. Researcher contracts, Open Access policy for research publications. I regularly attend meetings of both these Academies on behalf of UKALTA. At a British Academy meeting in March, for example, I gained valuable insights into the importance of professional organisations developing a policy on Equity, Diversity and Inclusion (EDI); this is clearly an area we should seriously consider and attend in the future.

4.2 Nominations to AcSS Fellowship

As a member society of AcSS, UKALTA has the right to submit up to 10 nominations annually for academics of established status and reputation in our field to be considered for Academy Fellowship. We already have several such Fellows among us, including Prof Charles Alderson, Prof Constant Leung, Prof Tess Fitzpatrick and Prof Barry O'Sullivan. Sadly, we've also lost some esteemed Fellowship colleagues, including Prof Cyril Weir in 2018.

The UKALTA Executive Committee was keen to propose the nomination to AcSS Fellowship of individuals who are leading figures in our field and who have made a substantial contribution to policy and practice in social science. In June the whole UKALTA membership was invited to suggest names of suitable candidates for nomination to the position of AcSS

Fellow. To ensure transparency and democracy, all suggestions were considered by an appointed subcommittee, chaired by Prof John Slaght of Reading University and operating according to clear guidelines issued by the AcSS. The subcommittee reviewed all potential candidates and made recommendations to the Executive Committee for a final decision and ratification before submission for nomination by the December 4 deadline. Further information on the AcSS Fellowship principles and nominations process is available at: www.acss.org.uk/membership.

4.3 Letter to the UK Government in support of the British Council

The impact of the Covid19 global pandemic has adversely affected many UK HE institutions and other educational organisations this year, including the British Council. The BC is a body that many of us in language testing and assessment have had contact with and support from at some point during our own educational and professional careers, and it also provides substantial grant funding and opportunities for research in our field. When the UK government announced a threat to the BC's future earlier this year, the UKALTA Executive Committee decided in June to stand in solidarity with other professional associations and learned societies in language education (University Council of Modern Languages, Arts and Humanities Alliance, Association of University Professors and Heads of French) by sending a letter from UKALTA appealing to the UK government to both protect and strengthen funding for the British Council. A official, somewhat non-committal reply was received, but at least UKALTA went on record to challenge current short-term political decision-making and to defend language education, both nationally and internationally.

5. Outreach and public engagement

5.1 Publication for Campaign for Social Science Covid19 online hub

The AcSS Campaign for Social Science this year presented us with a valuable opportunity to offer a public 'think-piece' on the topic of assessment literacy, especially in light of the strong political and media focus on testing and assessment this year including the summer debacle over A-levels and GCSE exam results. The evidence-based commentary was jointly written by myself and Professor Luke Harding, on behalf of UKALTA, and it was peer-reviewed by AcSS reviewers. The short article was published in early November 2020 on the AcSS website as part of the UK social science community's response to Covid19: <https://bit.ly/369kMpc>. Hopefully, this is another small step towards positioning UKALTA more prominently in terms of what our professional field can contribute to public debate and the public good.

Final comments

Despite the unexpected and unprecedented challenges of this year, UKALTA remains alive and well and we have made progress in a number of key areas. Looking ahead into 2021, there are some important future initiatives I would like us to explore and embark on as a professional association and learned society, and some of these will be touched upon at the 2020 AGM.

Professor Lynda Taylor – President, UKALTA – November 2020

Treasurer's report

UKALTA Treasurer's Report (AGM 2020)			
Details	Income	Details	Outgoing
Opening Balance (*2019 report*)	15,008.75	LTF 2019 Catering & Venue Hire	7281.53
LTF 2019 Sponsorships	6,400.00	LTF 2019 speaker expenses	246.50
LTF 2019 Registration *includes dinner and workshop*	5,180.73	LTF 2019 Workshop	300.00
		LTF 2019 committee expenses	1601.18
Total (income)	26,589.48	Consultancy (website)	2000.00
		Website maintenance	22.92
		AcSS membership	300.00
		Total (expense)	11,752.13
		Closing Balance	14,837.35

Communication Officer's report

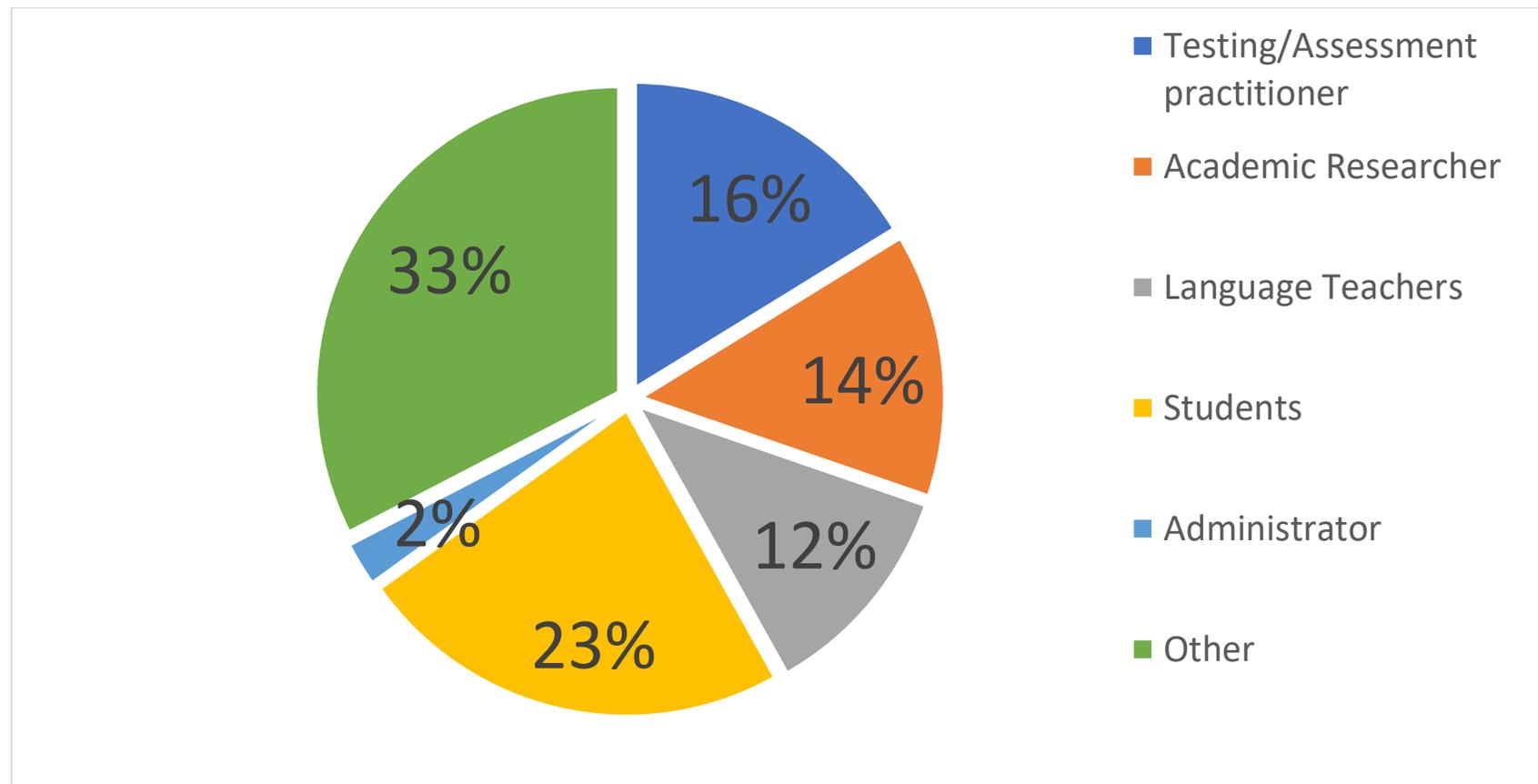
- March 2020: full update of UKALTA website
 - Revised look
 - Security review: SSL certificate - plug-in use
 - Plans for future: enhanced offering in member area
- Comms processes
 - Switch to Mailchimp or mailing: cleaner database - more straightforward opt-in/-out
- LTF archives
 - Ongoing work updating LTF area of website with programmes and images
 - Photo archive compilation courtesy of Ardeshir Geranpayeh
- Twitter (@UKALTA2)
 - Increased activity and engagement
 - 250+ followers

Membership and Nominations Chair's report

Total member number: 362 (as of 25 November 2020)

New members since LTF 2019: 43

Professional roles of new members:



AGM 2019 minutes

Minutes of the UKALTA Annual General Meeting 2019

Held at the Language Testing Forum, Swansea University, 5.20pm, Saturday, 23 November 2019

Executive committee membership: Barry O’Sullivan (President), John Pill (Secretary), Nahal Khabbazbashi (Treasurer), Ying Zheng (Membership and Nominations Chair), Karen Dunn (Communications Officer)

1. Welcome, introduction and apologies

Barry O’Sullivan welcomed everyone and presented the agenda for the meeting.

2. Minutes of the 2018 AGM

The minutes of the 2018 AGM were presented.

3. President’s report

Barry O’Sullivan reviewed the progress of UKALTA as an association from set-up in 2016 through the three years of his presidency:

UKALTA is now affiliated with the Academy of Social Sciences (AcSS) and the International Language Testing Association (ILTA). It is a member of the Arts and Humanities Alliance and the Committee for Linguistics in Education, and further affiliations are pending. Three successful iterations of the Language Testing Forum (LTF) have been run as the annual conference of UKALTA (2017-2019), and the association has demonstrated its commitment to strengthening links across the nations and languages of the UK. Funding for a second annual activity has been established - the first event was a symposium *The Journey of Testing: Local and Global Narratives* organised by PhD students at Southampton University and held in November 2019.

With the British Council, UKALTA supported a symposium on corpus linguistics and assessment at the International Corpus Linguistics Conference held in Cardiff in July 2019. The association has put itself forward to be involved in the second round of nominations onto committees for REF2021 (the impact evaluation of British higher education institutions).

The Higher Education Academic Literacy (HEAL) working group, set up at the AGM in 2018, has been working in 2019 led by Carolyn Westbrook, holding focus groups (kindly supported by the British Council Assessment Research Group) in November 2019; it has presented its interim report to this AGM. A strategy group for UKALTA has been formed.

Looking forward to 2020, Barry noted that student travel awards to support two students presenting at LTF are being introduced for LTF 2020. Along with the European Association for Language Testing and Assessment (EALTA), UKALTA is supporting a CEFR workshop in February 2020. In November 2020, UKALTA will hold the 40th annual LTF – Barry invited ideas from members to celebrate this anniversary.

The committee now has shared folders on Dropbox, creating a repository for administrative documents.

4. Treasurer’s report

Nahal Khabbazbashi presented the annual report for 2019. See Appendix 1. She noted the generous sponsorship the association has received and the income generated by the LTF. The main expenses are also for the LTF; other costs relate to AcSS membership and the second annual activity.

Nahal’s noted the tension between seeking to maintain a balance of around £10,000 to cover, for example, the cancellation of the LTF or deal with another unexpected situation and wanting to support activities and projects appropriate to UKALTA’s mission.

5. Communications officer's report

Karen Dunn reported that the website and back-end software (e.g., for mailing members) are due for an update to ensure compatibility with GDPR (General Data Protection Regulation) and to incorporate stronger security features. She invited members with relevant expertise to volunteer to help with this work.

Karen reminded members of the UKALTA Twitter account @UKALTA2 and promoted its use at the Swansea LTF. She encouraged members to use it to share achievements in the field with the UKALTA membership.

Karen noted that the UKALTA mailing list is not a listserv (in contrast to the EALTA list and L-TESTL for ILTA) and sought input from members about what they might want from a possible UKALTA listserv list.

6. Membership and nominations

Ying Zheng reported that there are 38 new members of UKALTA since the 2018 AGM. There continues to be a healthy balance among academia, students and industry. See Appendix 2.

Ying presented the nominees for the committee roles starting in 2020 and the nominees present at the AGM introduced themselves. Voting slips were distributed to UKALTA members and then collected to be counted under the supervision of nominations committee members.

7. Motions for discussion

I. Ad hoc funding

*We agree that the UKALTA executive committee may decide to allocate available UKALTA funds up to **£1,000** to be spent in any calendar year for activities that support UKALTA's mission.*

This ad hoc process is intended to allow the support of worthwhile activities when their timeframe does not permit organisers to make an application to the second annual UKALTA activity scheme.

Applications for funding will be considered by the committee at any time. Applications should explain why the second annual activity scheme cannot be used.

Proposed: David Booth, seconded: Diane Schmitt

Glyn Jones noted this allows the committee to take initiative without the need to seek support at the AGM. Jamie Dunlea proposed making it a requirement of the funding that a (short) report of the activity be submitted to the committee. These reports can be made available on the UKALTA website and discussed at the next AGM.

Committee decisions will be minuted and the amount of funding provided will appear in the financial report to provide an audit trail. Luke Harding noted that members should be informed quickly of decisions made, so that there is transparency over whether funds remain available as the year progresses.

II. Higher Education Academic Literacy (HEAL) Task Force

*A. We authorise the **HEAL Task Force** to carry out in the period to the 2020 AGM activities set out in the HEAL Task Force interim report.*

*B. We authorise the Executive Committee to evaluate and, if appropriate, approve the **budgetary requests** from the UKALTA HEAL Task Force which are necessary to carry out the activities.*

Activities proposed in HEAL Task Force interim report (p. 13):

It is now proposed that the HEAL Task Force undertake the following:

- *collate information regarding the different tests available and create a checklist of questions along with information on evaluating the answers*
- *create a webpage to store information with testing organisations providing research summaries for the research repository*
- *prepare a one-day training session with two trainers to be delivered at a venue to be confirmed*
- *prepare two 1-hour webinars to be delivered by two people each at different times of the academic year*

Proposed: Richard Spiby, seconded: Luke Harding

An addition to the motion (underlined) was agreed to clarify that the proposed activities were for the period to the 2020 AGM. Carolyn Westbrook noted that further and longer-term activities are proposed in the report.

The need for funding for the activities was noted. For funding, the activities will be presented with a budget to the UKALTA committee. The committee will consider the value for money of each activity and the availability of funds (taking into account the other demands on UKALTA funds). Diane Schmitt noted the costs involved in presenting or running a workshop at an appropriate higher education conference. She further noted the typical lack of financial support for EAP teachers to contribute to this type of initiative. Barry O’Sullivan accepted this and said that such support could be included in a budget proposal presented to the committee.

III. Voting online

*We believe that **elections** for the UKALTA executive committee should **involve the whole membership**, not only those attending the AGM.*

*We therefore ask the executive committee to investigate options for **online voting** and, if a fair and feasible option is found, to implement online voting for elections at the 2020 AGM.*

Proposed: Mark Griffiths, seconded: Ardeshir Geranpayeh

David Booth noted that the final decision should be left to the committee. The practices of similar organisations could be studied (e.g., EALTA).

8. Election of 2020 office bearers

Election results were announced. The available positions were filled as follows:

- President (2020-2022): Lynda Taylor
- Membership and Nominations Chair (2020-2022): Ide Haghi
- Members of the nominating committee (2020): Olena Rossi, Glyn Jones

Ying Zheng thanked all nominees and candidates for their willingness to stand for the posts. The incoming post holders were welcomed and this year’s outgoing post holders – Barry O’Sullivan, Ying Zheng, Richard Spiby and Jing Xu – were thanked for their contribution and commitment to the association.

9. Future LTFs

Luke Harding invited UKALTA members to attend LTF 2020 at Lancaster University from Friday, 27 to Sunday 29 November. A local organising committee is being set up. Luke noted that the first LTF was held at Lancaster in 1980 and its 30th anniversary was celebrated at Lancaster in 2010.

Barry O’Sullivan was pleased to announce an agreement for LTF 2021 to be held at the University of Bristol. He thanked Guoxing Yu for his cooperation in this and noted the benefits of planning more than one year ahead.

10. Any other business

Chris Smith noted the likely connections between the work of the HEAL Task Force and the BALEAP Testing and Assessment working group/special interest group (<https://www.baleap.org/projects/testing>). He suggested collaboration to avoid unnecessary silos being created.

Nick Saville and Lynda Taylor introduced a forthcoming volume in the Cambridge series Studies in Language Testing which they have edited: *Lessons and legacy: A tribute to Professor Cyril J Weir (1950-2018)* (Volume 50). Volume 51 will also contain work by Cyril Weir with Sathena Chan on IELTS.

Barry O’Sullivan thanked attendees and the UKALTA committee. The meeting ended at 6.05pm.

Appendix 1 – Treasurer’s report (2019)

Details	Income	Details	Outgoing
Opening Balance (*2018 report*)	11,065.88	LTF 2018 Catering & Venue Hire	£6,770.75
LTF 2018 Sponsorships	6,690.00	LTF 2018 speaker expenses	110.3
LTF 2018 Registration *includes dinner and workshop* (number of delegates=91)	6,943.75	LTF 2018 Workshop	300.00
		LTF 2017 committee expenses	1984.18
Outside Conference informal dinner	374.35	AcSS membership	300.00
Total (income)	25,073.98	2nd UKALTA activity	600.00
		Total (expense)	10,065.23
		Closing balance	15,008.75

Appendix 2 – Membership report (2019)

Total member number: 310 (as of 21 Nov)

New members since LTF 2018: 38

Professional roles of new members:

