

## BAAL Testing, Evaluation and Assessment SIG AGM 2016

### Meeting Agenda

#### Communication Officer's Report

- 149 members in total
- 72 BAAL members, 77 non-BAAL members
- 78 institutions
- Website: <http://www.beds.ac.uk/baalteasig>

#### Treasurer's Report

#### Convenor's Report

**Election of new committee members (see below for details)**

**Motion for membership to accept transfer of name on SIG account from previous treasurer to new treasurer.**

#### AOB

#### ELECTIONS

**Table 1. Current Committee Positions**

Position	Current	Current Term
<b>Convenor:</b>	Jamie Dunlea	Until 2016
<b>Meeting coordinator:</b>	Parvaneh Tavakoli	Until 2016
<b>Treasurer:</b>	Susan Sheehan	Until 2016
<b>Communication officer</b>	Chihiro Inoue	Until 2016
<b>Ordinary members</b>	Luke Harding	Until 2016
<b>Ordinary Member</b>	Nahal Khabzbashi	Until 2017

**Table 2. Election Nominations for Upcoming Vacant Positions**

Position	New Term	Nominees
<b>Convenor:</b>	2016-2017	Jamie Dunlea
<b>Meeting coordinator:</b>	2016-2018	Judith Fairbairn (see below for profile)
<b>Treasurer:</b>	2016-2018	Nahal Khabzbashi
<b>Communication officer</b>	2016-2017	Chihiro Inoue
<b>Ordinary members</b>	2016-2018	Susan Sheehan
<b>Ordinary Member</b>	2016-2017	Luke Harding

**For a profile of Judith Fairbairn is available here:**

<https://www.britishcouncil.org/exam/aptis/research/assessment-group/judith-fairbairn>

(All other nominees have previously served on the committee)

## Appendix 1 Treasures Report (Revised report submitted post AGM April 22 2016)

Overview of income and expenditure for BAAL TEA SIG, (08/5/15) to (11/3/16) (from original treasurer's report)

Income	Total	Details	Expenditure	Total	Details
Opening balance (08/5/15)	£1,903.91		Closing balance (11/03/16)	£3,609.09	
Income			Expenditure		
2015 Conference (total)	£2,591.58		2015 SIG Conference (total)	£2,386.94	
Attendance fees for 2015 SIG Conference		£991.58	Travel expenses for speakers		85.7
Sponsorship for SIG Conference		£1,500.00	Venue hire, catering costs and board hire		2141.2
Other income from conference		£100.00	Other costs for SIG Conference (see notes)		135
Other Income	£0.00	£2,591.58	Other expenses (see notes)	£0.00	25
	£4,495.49				2386.9

### REVISED FIGURES Susan

Opening balance	#REF!	Total revised income - 2015 conference	£4,495.49
Sum of 2015 conference income details	£2,591.58	Sum of 2015 conference expenses	£2,386.94
		Balance after conference expenses paid	£2,108.55
Total (balance + sum of conference income)	#REF!	2016 BC sponsorship (paid in advance)	£1,500.00
			£3,608.55
		Closing balance	£3,609.09