



## Testing Evaluation Assessment Special Interest Group

### Minutes

1. **Checking attendance and quorum for meeting:** Quorum of 10 people present.

2. **Confirming minutes of previous AGM:** Minutes from last AGM confirmed.

#### 3. **Convenor's report**

- Coordinating Committee introduced

Convenor	Jamie Dunlea
Treasurer	Nahal Khabbazzbashi
Meeting Coordinator	Judith Fairbairn
Communication Officer	Chihiro Inoue
Ordinary Member	Susan Sheehan
Ordinary Member	Luke Harding

- BAAL TEA SIG conference 2016
  - Conference was held on 11 March at Reading University
  - The theme was *Assessment for learning and assessment of learning: Incommensurate paradigms or complementary perspectives?*
  - The event was very well attended, with approximately 80 participants.
  - The program included two invited speakers, Nick Saville (Cambridge English Language Assessment) and Andrea Révész (University College London), seven peer-reviewed presentations, a number of poster presentations
  - Presentations have been made available to the public on the TEA SIG website
- BAAL TEA SIG conference 2018
  - The venue for the conference has been agreed, with Nottingham Trent University
  - Date will be April 13, 2018.
  - The Coordinating Committee will begin work on a theme with the local organiser and a call for papers will be issued in July, 2017.
- SIG Strand at 2016 Main BAAL conference
  - There were not enough papers for a separate SIG strand at 49<sup>th</sup> BAAL 2016. One SIG Strand paper on assessment was presented in conjunction with another SIG.
- SIG Strand at 2017 Main BAAL conference: August 31 – Sep 2 in Leeds
  - TEA SIG strand may be included.

#### 4. **Communication Officer's report**

- BAAL TEA SIG Membership and Website
  - 140 members in total
  - 63 BAAL members, 77 non-BAAL members
  - 87 institutions across 16 countries
  - Website: <http://www.beds.ac.uk/baalteasig>

## 5. Treasurer's report

### Overview of BAAL TEA 2016 Conference Income and Expenditure

Income	Total	Details	Expenditure	Total	Details
2016 Conference (total)	£2,700.49		2016 SIG Conference (total)	£1,877.88	
Attendance fees for 2016 SIG Conference		£1,200.49	Travel expenses for speakers		54.2
Sponsorship for SIG Conference		£1,500.00	Venue hire, catering costs and board hire		1823.68
Other income from conference		£0.00	Other costs for SIG Conference		0
<b>Total Conference Income - Total Conference Expenses</b>	<b>£822.61</b>				

Overview of income and expenditure for BAAL TEA SIG, (31/5/16) to (29/03/17)			
Overview of income in reporting period		Overview of other expenses in reporting period	
Opening balance (31 May 2016)	£633.79	"BAAL audit2015"	£25.00
Sum of 2016 conference income details	£822.61	"BAAL audit2016"	£25.00
Other income (interest)	£0.24		
2017 BC Sponsorship (paid in advance)	£1,500.00		
<b>Total income</b>	<b>£2,956.64</b>	<b>Total other expenses</b>	<b>£50.00</b>
<b>Total income - Total other expenses</b>			<b>£2,906.64</b>
<b>Closing balance (29 March 2017)</b>			<b>£2,906.64</b>

- British Council financial support might reduce next year
- Venue is free next year
- Suggestion to change financial year to calendar year. All agreed to change constitution.

## 6. Election of new committee member

Position	New Term	Nominees
<b>Convenor:</b>	2017-2019	Elaine Boyd
<b>Communication officer</b>	2017-2019	Sathena Chan
<b>Ordinary members</b>	2017-2019	Glyn Jones

- Unanimous vote to confirm the three new members

## 7. AOB - none