

MINUTES OF THE MEETING OF THE EXECUTIVE COMMITTEE,

Meeting held on-line by Skype at homes of the Executive at:

CYPRUS	DENMARK NETHERLANDS SWEDEN	FINLAND	UNITED KINGDOM
Tue 26/08/2008 21:30 - 22:30	Tue 26/08/2008 20:30 - 21.30	Tue 26/08/2008 21:30-22:30	Tue 26/08/2008 19:30-20:30

& Thursday 28th August 2008

at 21.30-23.10 Cyprus; 20.30-22.10 Denmark, Sweden, Netherlands & 19.30 -21.10 UK

Present: (VIRTUALLY):

Birgitta Rosen Gustafsson	President (Chair)
Maria Christopoulou	VP Professional Practice
Hanneke Kalf	VP Congress
Bent Kjaer	VP Recognition
Aileen Patterson	General Secretary
Pirkko Rautakoski	VP Education
Joe Reynolds	Treasurer

The President Birgitta Rosen- Gustafsson (BRG) opened the meeting and welcomed members of the executive to this first on-line meeting...

1. Minutes of last meeting held on held in Strasbourg Friday 16th May 2008 were approved with the following correction: Date of Meeting in Linköping *Saturday 27 June 2009*:

2. Matters arising from Minutes

Item 5 f No further correspondence from Spain

Item 6. Turkey has been sent the application form but no response as yet

Item 9 Strasbourg – the Executive briefly reviewed the publicity regarding the meeting in Strasbourg with a session in EU Parliament

Agreed to put main speeches on website until end of 2008

Bent to request the FNO speeches if not available on CD

Bent to make copies of the photos for EC and bring on CD to

Item 14 ASHA congress - Birgitta has booked her accommodation and is to make electronic registration shortly. .

3. Correspondence:

3.1 COTEC e-mail;

AGREED ACTION: AP to write requesting a meeting of President + GS + Treasurer with COTEC office bearers prior to meeting with RCSLT and EC meeting in London on 16 January 2009

3.2 Year Book of international organizations; Agreed AP to circulate template for approx 50 words biography for each Executive member to complete. [This may also be appropriate to put on CPLoL website]

3.3 Global Networks

Recent correspondence had not allayed concerns that the proposed network lacked coherence and focus and while CPLoL should remain in contact it could not allocate resources or time to this activity unless more concrete proposals showed the value of doing so. It appeared to be driven by Civil servants to meet Helath Agendae which did not necessarily reflect the scope of the work of SLT. We should just maintain a "watching brief/surveillance role" at this point..

3.4. Update re EU accompanying measures application (Kurt Eggers):

CPLoL noted with interest the developments in pursuing the Fluency project despite closely missing out on EU funding. Pirkko recommended CPLoL should continue to be involved and be part of any new application. CPLoL now has contact information in almost all of the EU-countries and could help Kurt to contact new countries.

From the Annual Statistics Questionnaire it was evident that many countries consider CPD is specialization. It was also proposed that it would help our discipline and profession develop if such specialization included examination/assessments. It could also open up discussion about the terminology in use.

4. The Erasmus project (ref. Hilde Chantrain)

CPLoL now has contact information for Education Institutes from almost all of the EU-countries. Two CPLoL member countries are missing despite reminders - Czech Republic and France. Hilde mailed in July that she could contact some French Universities. However CPLoL would particularly welcome some contacts through our own CPLoL representatives, to ensure their involvement.

Non-CPLoLian countries still not involved are Hungary and Romania. Aileen takes care of this. Aileen has made contact with both and awaits replies. If none received by mid September will write again.

IMPORTANT to note: Some of the contact persons we have on our list already know what the project is about (and Pirkko has identified these) while some are only names of contact persons in Universities. We therefore need to prepare two different forms of letter/information to ensure they sign the letter of intent.

AGREED AP and PR prepare these in collaboration with Hilde to have ready for distribution by end of September,

5 Congress

Hanneke asked all, if possible, to attempt the online submission of abstracts before Thursday when this item will be discussed along with the other business deferred to meeting on 28th August.

6. Finances – The Hon. Treasurer gave a resume

Subscriptions; all have paid, apart from Czech Republic, who have not answered repeated emails to Olga and the main office at ACL-CR. The Treasurer will send requests by post as well as email and see whether they book for October. It was agreed that the email of the new second representative **Irena SACHOVA** (sachata@seznam.cz) should also be used to try to establish contact.

GA 2009: The Treasurer has received a quote from Irene Vernerio, offering a hotel in Turin near the rail station, at 80 euros per room per night, and meeting facilities for 1600 euros for the four days. She also offered some 4-star hotels at much higher prices, but it was agreed that it would have to be the 3-star one and Joe to seek further details from her. AGREED that TURIN would be good venue even if travel might be more awkward for some and possibly more expensive (depending on availability of cheaper airlines and rail routes). CPLoL was delighted to have FLI taking this initiative.

Paris October 2008; The Treasurer has had problems trying to book a restaurant. Several have declined to accept a reservation for 60 people, and he has now asked Minaze to book us in at Tramways de l'Est. It is a more complex journey from the hotel, but will be a decent meal at reasonable price. He has also asked for other suggestions, but nothing has come yet.

The prediction is CPLoL finances will break-even this year; the income is up, but the costs for Strasbourg will be a little higher. Not all the travel claims are in yet though. However while unclaimed travel costs mean that money stays in the account longer; this also means that it is difficult to estimate costs for meetings. This delay is usually the result of some organisations sending in their claims only at certain periods in the year. A cut off date was discussed – the main effect of allowing late submissions was when late payments resulted in carryover across annual end of year accounts.

MEETING CLOSED after 65 minutes - agenda to be continued on 28th August

Minutes of meeting cont. (reconvened 28th August)

5. Congress cont.

5. 1 Programme: Abstract submission:

- testing took a little longer than expected, but everything seems to work now; French translation has just been send to Vinesh
- Aim to have online September 1st All EC to retest the abstract submission prior to this and send any problems to Hanneke/Vinesh
- Second call for abstracts with notification that online submission is open: GS to send to all CPLoL delegates and Associations next week. along with reminder that they can download information from the CPLoL website and put on their own website
- Keynotes:
 - Hanneke (cc GS) will write to Keynotes: Hilde Chantrain, Maria Casselli & Alex John giving them their personal CPLoL contact persons' details

5.2 Website: All relevant info is now up on cplol website, including the social programme. Thanks to Bent.

- Some parts need translation into French: Fred has been busy and has been very good at getting work translated and turned around quickly.
- GS to inform delegates and national associations re website and Call for Papers

5.3 Fees: Details are on the website.

5.4 Exhibitors prospectus is ready: - HK to check if mailing has gone out from Dom who have been given list of contacts with addresses and emails of proposed exhibitors.

5.5 IALP request: Noted that room hire is expensive. GS will write regarding their exact requirements such as details of size of room, proposed date and time before a decision regarding whether or not to charge them

7. Review of functioning working group - Joe reported that there has been little further activity of the working group since Strasbourg. Joe has had discussion with Michelle about having a meeting prior to the Paris meeting but as no-one else has replied it was now too late to factor that in with travel arrangements etc It was proposed they find a time during the Paris meetings even they could be excused form Commissions with least inconvenience and disruption to on going work – e.g around coffee break on Saturday afternoon.
Joe will ask Michelle to chase people up to have papers for discussion in Paris

8. Planning of Paris meeting 24 October 2008
Programme EC meeting at FNO FRIDAY 24-10-08 9.00 - 5.30

Commissions (in hotel)	SATURDAY 25-10-08	9.00 -12.30 14.00 –18.00
Functioning WG (tbc)	SATURDAY 25-10-08	15.30 - 17.00
Commissions	SUNDAY 26-10-08	8.30 - 11.30

Booked 2 smaller breakout rooms on Saturday as well as the 2 larger for Commissions
Tea/coffee available both mornings& Sat. pm VP to decide when/how long coffee breaks

9. Reports from VPs

VP Education: Pirkko updated on each of the projects.

Proposed project for Education Commission and discussed possible of extension of statistics project to include data on numbers of SLTs with PhDs /availability of PhDsin future data gathering,

VP Professional Practice: will be having Skype conference

VP Recognition – finalising survey and will produce summary and trends In Paris
decide on dissemination of findings

VP Congress :asked for 20 minutes on each agenda for HK to report on Congress

NB Papers/proposals from Commissions for GA voting have to be finalised for June meeting at latest to be put in Newsletter for October

10. Venues/dates of future meetings

**ADDITIONAL MEETiNG by SKYPE scheduled for WEDNESDAY 1st October 2009
19.00 UK 20.00 Netherlands/Denmark/Sweden and 21.00 Cyprus/Finland;**

Office bearers to meet RCSLT	16 January 2009 at RCSLT: London
EC: 17/18 January 2009	London, UK
14 March 2009	Ljubljana, Slovenia
13 May 2009	Ljubljana, Slovenia
14-16 May Congress	Ljubljana, Slovenia
27 June 2009	Linköping, Sweden
22-25 October 2009	EC, Commissions + GA Torino Italy

11. AOB Lithuania have notified they will be applying for membership and asking for dates to submit their applications – inform to be voted upon at next GA October 2009

Epidemiology - Aileen has circulated email about the EU funded epidemiology group and will meet with one of its group. Please let her have any questions you want her to put to them.

Meeting closed after 1 hour 40 minutes