**MINUTES ENPSIT AGM 26 June 2019, Brussels**

**ENPSIT General Assembly June 26, 2019**

Pascal Rillof (President), Lieven Buysse (Treasurer), Hildegard Vermeiren (Board member/minutes), Heidi Salaets (Board member), Demi Krystallidou (Board member), Raquel Lazaro (Board member), July de Wilde, Dominique Tudorowski (President of Lextra Lingua-Belgium), Elvira Iannone (Vice-President BDÜ), Wanhong Wang (PhD Student).

Brussels, 7 p.m. until 9 p.m.

**For links to relevant documents and websites => Cfr. The AGM-agenda**

**THE AGENDA:**

**1. Welcome by the President** (Pascal)

**2. Approval of agenda**(All)

**3. Approval of Minutes GA 26 June, 2018 (Brussels)** (All)

**4. President’s report + developments** (Pascal)

=> 4.1. Report, action plan and developments

=> 4.2. June 2020 elections: President and Board

=> 4.3. Vacancies: ENPSIT Secretary and ENPSIT (social) media expert

**5. Training and Accreditation Committee news and issues**

=> 5.1. Reminder: T&A Document-Competencies and skills <http://www.enpsit.org/uploads/1/1/3/8/113822115/t_a-document_1-competences_skills.pdf> (Pascal)

=> 5.2. ENPSIT IN DIALOG: InDialog conference 2019 <https://www.indialog-conference.com/> (Aline/Heidi/Demi)

=> 5.3. Alcalá 2020 conference 7th International Conference on Public Services Interpreting and Translation (PSIT7):

*The Human Factor in PSIT,* 26th - 27th MARCH 2020, University of Alcalá (Raquel)

congresos.fitispos@gmail.com

<http://www3.uah.es/traduccion/es/tisp2020/>

=> 5.4. Continuation: Developing guidelines? (Demi/Pascal)

**6. Research and Data Collection Committee**

=> 6.1. Website [www.enpsit.org](http://www.enpsit.org) (Hildegard)

=> 6.2. Repository <http://www.enpsit.org/repository.html> (Hildegard)

=> 6.3. Technology on PSIT survey: results (VUB, UAH and ENPSIT) <http://www3.uah.es/fitispos_ij/OJS/ojs-2.4.5/index.php/fitispos/article/view/211/198> (Pascal)

**7. Strategy Committee**

=> 7.1. Red T Letter Campaign <https://red-t.org/our-work/open-letters/> (Pascal)

=> 7.2. Collaboration with SCIC/EC: Knowledge Centre on Interpretation and the place of PSI (Raquel/Pascal)

=> 7.3. ENPSIT in FITISPos International journal special issue: Civil rights and praticipating in today's multilingual Europe <http://www3.uah.es/fitispos_ij/OJS/ojs-2.4.5/index.php/fitispos> (Lieven)

=> 7.4. Collaboration with European Language Council: SIGLAR (Bart or Lieven)

=> 7.5. ENPSIT: first video film + video and webinar policy (Pascal)

<https://caveman.wetransfer.com/downloads/1d1bc19758be76dae6ac065bf7aa825120190423060032/b83ca53bb2eca561c2b1290bcafa6e3820190423060032/cbfde6>

=> 7.6. ENPSIT on Radio Linguistika <https://webcast.ec.europa.eu/radio-linguistika-13-11-2018> (Pascal/Aline)

=> 7.7. Awareness-raising campaign on PSIT (Pascal)

**8. Treasurer’s Report** (Lieven)

**9. Appointment of an auditor** (Lieven)

**10. Auditor’s report** (Appointed auditor)

**11. Discharge of the Board**(All)

**12. Budget** (Lieven)

**13. Any other Business**

**THE MINUTES:**

**1. Welcome by the President**

Pascal greets all the participants in the meeting room, as well as online. Pascal asks all the participants to introduce themselves.

**2. Approval of agenda**

Approved.

**3. Approval of Minutes GA 26 June, 2018 (Brussels)**

Approved.

**4. President’s report + developments**

* 4.1. Report, action plan and developments

Pascal goes through the ENPSIT text with objectives and recommendations. They are further developed in the Action Plan 2014-2020. During the Assembly, we will talk about some initiatives taken: the InDialog purchase and conference, the competency profile, development of guidelines (to be decided now), the website and the repository, collaboration with SCIC, the Fitispos issue, the awareness raising campaign.

* 4.2. June 2020 elections

President and Board must be (re-)elected. Pascal is no candidate for re-election as president. It is healthy to leave the space to others after two terms. ENPSIT is still a young organization. Only a representative of a full member organization can be candidate for the Board or presidency. A call will follow. Candidates for Presidency/Board please send an e-mail to Pascal Rillof: pascal.rillof@intergratie-inburgering.be , as required by our Constitution. The current members of the Board have to write an e-mail too if they want to apply for another term.

**TO DO: launch call for candidacies to presidency and board**

* 4.3. Vacancies: ENPSIT Secretary and ENPSIT (social) media expert

Both vacancies are also for volunteers. A secretary and someone familiar with social media is needed, for the dissemination of ENPSIT’s content. Job ads fill follow.

**TO DO: prepare and distribute volunteer job ads**

**5. Training and Accreditation Committee news and issues**

* 5.1. Reminder: T&A Document-Competencies and Skills.

The link is in the agenda.

* 5.2. ENPSIT IN DIALOG <https://www.indialog-conference.com/>

A lot of work has been done for the InDialog Conference 2019. The conference is a milestone for ENPSIT. Pascal Rillof thanks the organizers: KU Leuven Campus Antwerp and UAntwerpen. The website has been launched. There was a problem with registration (proof of payment etc), which is soved.

The content: there was massive response to the call for abstracts. There was a double-blind peer review process for abstracts. There will be panels, presentations; a minimum of 120 people will participate. Maybe around 200 people will attend the conference. There will be 4 parallel sessions, 1 for posters and 6 panels. Subjects will include: media, healthcare, legal, conflict zones. Sponsors have confirmed. There will be some extra funding, and promotion. ENPSIT is already visible on the website.

Keynotes will be Marc Orlando and Claudia Angelelli.

There is a pre-conference meeting with the KCI of the European Commission (the edit-a-thon event). The event will be posted as a preconference activity on the InDialog site.

* 5.3. Continuation: Developing guidelines ?

The T&A Committee developed the competency profile. The idea was to develop guidelines for the PSIT training programmes also by means of interdisciplinary work (practitioners, educators, researchers) as a next step. Demi (re)launched the idea at the previous AGM, but how feasible is it? Is there enough help? Could we try to go for a European Project? Demi remembers the previous discussion. She extended an invitation to people to join, but there was not much support.

There was a misconception of “guidelines”; we don’t want to replicate ISO or similar norms. The evidence-based factor is important. How many of us will commit themselves? The subject is complex, requires a lot of commitment and collaboration, and it needs specific know-how from people of other areas, e.g. healthcare (where protocols exist, which may serve as an example). If the Assembly believes this is ENPSIT’s next project, Demi will be happy to work on it. One person alone cannot manage such a challenge. If it is not feasible, we should better not launch it. The lack of response from members is a problem of visibility. In the healthcare sector, 90% of guidelines were developed by volunteers, so it can be done by volunteers in ENPSIT too. We should try to involve PhD students who might have a common interest. We may suggest a project, and have several people working on it. Colleagues in the Netherlands have done it successfully. So a solution could be to say that it is something ENPSIT endorses, and launch a search for collaborators. Endorsing is one step, participating is another. **Where could it be** **pitched? Internally (through our mailing list and in the ENPSIT Newsletter), or at conferences (InDialog, Alcalá).**

**TO DO:** **pitch through our mailing list and in the ENPSIT Newsletter and at conferences (InDialog, Alcalá).**

**6. Conference in Alcalá (March 2020):**

7th International Conference on Public Services Interpreting and Translation (PSIT7):

*The Human Factor in PSIT,* 26th - 27th MARCH 2020, University of Alcalá

congresos.fitispos@gmail.com

<http://www3.uah.es/traduccion/es/tisp2020/>

Here is a direct link to the call for papers (submission by 17 December 2019).

The Conference of Alcalá is ENPSIT’s official place of birth, on 2 April 2014. ENPSIT will gladly join the conference.

**TO DO: Ask Carmen if ENPSIT could organize its next AGM during the Alacalá conference.**

**7. Research and Data Collection Committee**

* 7.1. (New) website [www.enspit.org](http://www.enspit.org)

A website was constructed on the Weebly platform. Sofie Van de Geuchte helped Hildegard with the construction. The website now contains all documents from the previous website. Only members have access to the repository, which they get through an invitation in the form of an e-mail, and then you have to choose a password to get access. The price of the Weebly website is around 130 euros/year.

* 7.2. Repository (Cfr. [www.enpsit.org](http://www.enpsit.org))

Every European country now has a folder, in which documents are posted. The repository does not contain research papers but documents issued by agencies, governments, … about interpreting and translation. There is a contact sheet by means of which members can send documents in languages the webmasters don’t understand (such as Greek or Hungarian). Around 150 documents have been posted in the folders of Belgium, Norway, Switzerland and Denmark. **All members are invited to contribute.** More documents will be posted shortly.

**TO DO: Send invitation to memever to jin the repository and to provide country input.**

* 7.3. Technology on PSIT survey: results (VUB, UAH and ENPSIT)

Pascal sent a joint invitation (ENPSIT-UAH-VUB) to people in the field concerning technology in the realm of PSIT. There was a response, and the article with the results is ready. It should be accessible through a link in the e-mail with the invitation and the agenda for the Assembly. Demi says that the University of Athens now ENPSIT provides such support to member organizations. The University of Athens is welcome to join ENPSIT.

**8. Strategy Committee**

* 8.1. Red T Letter Campaign:

Together with other organizations ENPSIT supports interpreters that are in danger. Red-T is a consortium based in Canada, but working worldwide, sending letters to governments asking to protect language workers.

* 8.2. ENPSIT in FITISPos International journal: Special issue on “Civil rights and participating in today's multilingual Europe”

The issue was announced broadly. The journal wanted an issue on PSIT, and Pascal and Lieven agreed to guest edit it. There was quite a lot of response. Papers were submitted to a double-blind peer review process to ensure quality. In the end,12 articles were published (which is a lot for an issue), which span a broad range of domains of countries. FITISPos is an open access-online only journal, which means there are no restrictions on space and it is accessible to everyone to read and share. Most of the editing work was done by Lieven.

* 8.3. Collaboration with European Language Council: SIGLaR (Language and Rights)

This is the acronym of a Special Interest Group on Language and Rights within the European Language Council. It was launched 2 or 3 years ago. Its president is Maurizio Viezzi. But the problems are always the same: lack of time of its members, too many volunteers, meetings from time to time but little actual work is done. Therefore, a smaller group of SIGLaR members is preparing a COST Action application. COST provides funding for working groups to meet, but also for dissemination of the Action results. The deadline for the application is September.

The idea would be to do 4 things: 1) map existing multilingual practices in PS and how to bridge the language barrier, 2) develop an analytical tool to assess the quality of these practices, 3) assess the extent to which they are successful in facilitating access to PS, 4) outreach (awareness raising and training).

The COST criteria are strict. Success depends e.g. on a balance between countries from East-Western Europe, gender, age of participants and such criteria. Demi asks whether the guidelines issue could be a part of it? Lieven says that the working groups have to decide what they want to work on, and that the application should not be all too concrete. The guidelines could, however, definitely be a theme of one of the working groups. The project at its present stage is broad and ambitious, so there is space to fill in the details.

**TO DO: Check whether the guidelines project idea can be integrated into the COST project proposal.**

* 8.4. ENPSIT: first knowledge clip + video and webinar policy

Thanks to Raquel we have created our first knowledge clip. ENPSIT has to present itself through images, not only in a written way. At the previous General Assembly (2018) the members asked for visual material. So this is such a product. Pascal has a proposal to launch a call once or twice a year to make a video about a topic that exists in the form of an article as well. In one case ENPSIT would decide on the subject; in the other the choice would be free. There would be 250 euros per video, another 250 euros for extra materials. It is a way of offering “products” to ENPSIT members. There will be a selection committee, which will

have to develop guidelines. CIUTI is also working on knowledge clips, but not first and foremost on PSI. So ENPSIT can make its own clips.

**TO DO: members will be invited to join the video and webinar preparatory and/or selection committee.**

* 8.5. Knowledge Center for Interpreting (collaborating with EC/SCIC).

The KCI is an initiative of SCIC (Interpreting Service of the European Commission). Raquel liaises with SCIC on the Knowledge Center on behalf of ENPSIT. They have been working to make PSI more prominent. It was made visible during the SCIC universities conference (April 2019). Remco Ruyter is the person in charge at SCIC. An **edit-a-thon** was organized, at which participants were asked to make a list of relevant themes, and one group worked on the PSI community. KCI is an open platform, where we can upload content inside communities. In a second stage the content can be moved to other sections and made available to the wider public. At InDialog a similar event, yet specifically **aimed at PSI, will take place the day before the InDialog Conference.** The purpose is to bring people together and work on

materials that will be posted in the KCI.

Persons who will attend the conference will receive an invitation to moderate one of the sections of the KCI. The objective of the KCI is to make PSI and other kinds of interpreting more visible. PSI, legal, other types will receive a prominent space. It shares one of the aims of ENPSIT: to make PSI more visible. SCIC training resources are accessible through KCI. Another section is interactive (a community of members).

**This initiative is significant: it is the first time that PSI is tangibly present in DG SCIC.** It will enable us to build stronger relations, and adds an interesting platform to showcase the professionalism of PSI provision, training and accreditation.

**TO DO: (Re)invite members to join the edith-a-thon.**

* 8.6. ENPSIT on Radio Linguistika

Pascal Rillof and Aline Remael were interviewed by DGT.

* 8.7. Awareness-raising campaign on PSIT

The subject was raised last year. The concept was agreed on, but we have to carry it out. The idea is to send an e-mail message describing real cases (numbers about diversity) describing what happens when no interpreter is available in a public service setting. ENPSIT members should send the mail to their MPs to raise awareness, mentioning also what is needed for PSI. All agree.

**TO DO: Launch the campaign, probably in the course of September 2020 (as soon as there is a fully installed Parliament and Commission).**

**9. Treasurer’s Report**

The revenue from the membership fees has increased slightly. Although there is one additional institutional member, this increase is entirely due to two payments in arrears from institutions that paid their fees for 2017 only in January 2018. Individual members, on the other hand, are down to only 10 (from 18), no students renewed their membership (down from 2) and only 1 associate member renewed (down from 4). The number of supporting members has remained unchanged. An income entry was added to the balance sheet for the compensation for the exchange of expertise, which is basically a compensation awarded to the President for sharing his expertise to organizations and which he donated to ENPSIT.

The expenses have remained very modest, with the bulk of them still spent on representation and related expenses. The transition to a new website equally means a (slight) additional cost. The negative balance for 2018, however, is entirely due to the exceptional cost in the form of the amount ENPSIT paid to ICWE for the purchase of the InDialog conference. As a result, a relatively small amount had to be withdrawn from the reserves to balance the books.

**10. Appointment of an auditor**

July De Wilde was appointed auditor.

**11. Auditor’s report**

July De Wilde went through the financial documents, and reports that all financial matters can be accounted for.

**12. Discharge of the Board**

Elvira Iannone requests that the Board be discharged. All approve this motion.

**13. Budget**

All information is in the document (annex)**.** The Treasurer presents an interim budget for 2019. The numbers show how many members are expected to pay their membership. 8 institutions still have to pay. The same happened in previous years. Lieven sent out reminders, giving priority to institutional members because they create more revenue.

We should provide them with more “products”, such as InDialog, the repository, etc. then they will possibly contribute more easily.

The Budget 2020 is presented, and is based on the situation in 2019. InDialog may generate a profit which will be transferred to ENPSIT, but this may not contribute to the budget 2019 but rather to the budget 2020, because the conference is only in November. This has, however, not been included in the budget 2020 either, since this is the first time InDialog is organised under ENPSIT’s wings, making it difficult to estimate possible revenue in a realistic budget.

The budget for 2020 is approved.

 **14. Any other Business**

No questions or comments. The meeting can be closed. The President thanks all the participants for their presence, in the meeting room or online.