SIGs Officer Report 2022-23 BALEAP AGM

ACTIVITY

The year began with a strong showing from SIGs at the April 2022 BALEAP Anniversary event in Manchester when representatives from all nine SIGs were able to come together in person for the first time, and to meet and greet conference attendees via the 'SIG fair'. Over the last year, the number of SIGs has grown to eleven with Law SIG and STEM SIG launching in April 2022. Along with the Creative Disciplines SIG, we now have three SIGs with a disciplinary focus.

Collectively SIGs have continued to pick up the pace of activity post lockdown, hosting an average of five events over the year. These took many forms ranging from discussions ('Speakeasies', 'Robing Room', Coffee Clubs, Reading Cafés, TEAP chatter) to more formal events featuring guest speakers and collaborative activities. There were also jointly hosted events, including the Listening SIG & TAFSIG 'Assessing Listening' event originally planned for Jan 2022.

Between events, SIGs have been actively engaging with their membership via online communication channels such as Twitter, sharing information about other events and resources pertinent to their membership. SIGs have also reached out to the wider EAP community by showcasing their activities in the BALEAP News item in JEAP – beginning with TNE SIG in July 2022, followed by Creative Disciplines SIG, Law SIG, and most recently Teacher Education SIG.

NEW SIGS

One new SIG proposal was put forward this year 'In-sessional EAP SIG' focussing on 'the educational concepts and pedagogical and managerial practices underpinning In-sessional EAP delivery as distinct from other forms of EAP delivery.' Following feedback from the BALEAP executive committee, a revised proposal was resubmitted and discussed at the BALEAP Exec march meeting. This was widely regarded as a strong submission, and we look forward to welcoming this new group to the fold.

ADMINISTRATION & GOVERNANCE

Although I intended to meet with SIG convenors four times this year, we were only able to manage three meetings, largely due to the long hiatus in SIG activity over the summer months during Pre-sessionals. However, the three meetings I had with SIG convenors in May 2022, Nov 2022, and March 2023 were productive and well attended. In our May meeting we focussed mainly on sharing information about the types of

events and outreach activities SIGs had undertaken or had in the pipeline post-pandemic. We also noted expressions of interest for SIG contributions to the BALEAP News item in JEAP, with TNE SIG first to contribute.

In November the focus was on integrating the new Law SIG and STEM SIG convenors into the group and discussing SIG involvement in the BALEAP 2023 Conference in Warwick. All SIG convenors were enthusiastic about this opportunity to engage with each other and their memberships in person. From November there was much discussion via email among SIG convenors, BALEAP admin and BALEAP Treasurer re funding arrangements as we worked towards identifying suitable procedures. The SIG handbook and SIG documents file on Teams have been updated with the relevant information.

Our March 2023 SIG convenors meeting was largely taken up with discussions re practicalities relating to SIG involvement in the Warwick conference, information about the BALEAP SIGs Officer role, and discussion around bringing SIGs into alignment with BALEAP in terms of governance and reporting. Currently SIG AGMs are scheduled at different times of the year depending on when they first became active. Going forward, SIG convenors have been asked to schedule AGMs for March. So far this year, eight of the 11 SIGs in operation have held their AGMs, with the remainder yet to schedule. SIG committees are functioning quite well, with the vast majority of positions filled.

In terms of governance, main focus in the coming year will be to:

- Assist the new In-sessional SIG to become active and make the necessary arrangements to operate in accordance with BALEAP requirements, eg set up channels of communication, draft a constitution
- Ensure that all SIGs hold AGMs and elections for vacant committee roles in accordance with procedures set out in the SIG handbook
- Familiarise the in-coming BALEAP SIGs Officer (assuming one is elected) with the role and mentor as required

Anneli Williams, BALEAP SIGs Officer, March 2023

OVERVIEW OF SIGs

SIG	Member-ship	Events hosted	Other outreach/development activity	Governance/ administration
Academic Literacies	140	• April 2022 BALEAP Manchester event SIG showcase • 9 June 2022 Reading Club • 17 Nov 2022 Webinar: Professional Identity in EAP • 3 April 2023 AL SIG Reading Club	Events planned: • May 2023 AL SIG Workshop Theme: Professional Identity in EAP Part II	• AGM March 2022 (before BALEAP Conference) • AGM planned: May 2023

Creative Disciplines	140	• April 2022 BALEAP Manchester event SIG showcase
		• 4 Nov 2022 Speakeasy
			• May 2022 Mid-month musings blog post
			• Nov 2022 CD SIG featured in JEAP BALEAP News
				• Metro bank account opened
				• April 2022 AGM, Committee roles ratified:
				  • Jennifer Sizer (University of Reading) – Convenor
				  • Jane Vickers (Nottingham Trent University) – Secretary
				  • Clare Maxwell (University of Leeds) – Treasurer
				  • Zoe Gazeley-Eke (Coventry University) – Events Officer
				  • Emma Lay (Arts University Bournemouth) – Web and Social Media Coordinator
				  • Clare Carr (Durham University) - Ordinary Member

Developing, Teaching and		• 27 May 2022 'Listening in the Disciplines' event		• 27 May 2022 AGM

Testing Academic Listeners		• 20 Jan 2022 Praxis Session: 'How should we approach notetaking instruction in EAP listening?' • 2 February 2023 Joint BALEAP TAFSIG/Academic Listening SIG event re assessing listening		
Doctoral Education		• 21 Oct 2022 Online coffee meet: Speaking skills for doctoral students. • 12 Nov 2022 Online SIG Symposium: Theory-into-practice & Curriculum and materials design: reflective and iterative processes • 16 Nov 2022 'Little head starts': doctoral literacy practices as sites of connections and competition (led by Marion Heron, Surrey) • 13 Jan 2023 'Be thick to be critical', led by Milada Walkova, Leeds		
In-sessional	56	• None as yet; ratified in March 2023. First event under discussion now.	• Table at 2023 BALEAP conference • Setting up website etc March/ April 2023.	AGM1: by end of March 2024 (i.e. within a year of ratification)
Law	85	• 10 June 2022 Short presentations re context, class interaction, criticality in law, and vocabulary + BoR discussions • Oct & Dec 2022, Feb 2023 'Robing Room' informal discussion events re classroom	• Jan 2023 Law SIG featured in JEAP BALEAP News	

		resources, imposter syndrome for EALP teachers, legal content suitable for the EALP classroom ● 18 Nov 2022 Presentations + BoR discussions re Problems and solutions in EALP		

Social Justice		● April 2022 Recipients of BALEAP 2021 Enacting Social Justice presented projects (during AGM)
		● Vijay Ramjattan interviewed by Wil Hardman (Secretary)
		● Paula Barrowcliffe interviewed by Tomasz John (Co-convenor)
		● Fiona Price summarized the BALEAP PIM EAP & Intercultural Communication in Leeds
		● Oct 2022 to Feb 2023 Monthly Get-Togethers to informally discuss EAP through social justice lens
			● Rowan Murray assisted with PhD research re EAP & decolonisation
			● Blog re diversifying the EAP community
			● Aleks Palanac received BALEAP 2022 funding to further develop RefugEAP
			● Weronika Fernando received BALEAP funding to evaluate online teaching and learning materials and use of inclusive materials from a social justice perspective
			● Tomasz John embedded Trauma Informed Pedagogy and developed placement modules for MSc TESOLIC and BA Ed & TESOL students teaching ESOL to Ukrainian refugees at SCILT
				● April 2022 AGM, Committee roles ratified:
				  ● Aleks Palanak & Tomasz John - Co-conveners
				  ● Fiona Price (EAL) & Tanina Baronello (Glasgow Clyde College) - Ordinary members
				  ● William Hardman (Liverpool) - Secretary
				
				● New logo launched
				● Migrated website to Weebly: https://eap4sj.weebly.com/
				● Lorraine and others provided info to incoming BALEAP Treasurer and other SIGs re opening bank accounts

			On-going research activity with publications in the pipeline	
STEM	Initial mailing list 44; JISC list 32	• Jan 2022 Informal meeting • March 2022 Online meeting to discuss experiences setting up STEM EAP courses • April 2022 STEM SIG officially launched • May 2022 Online meeting to discuss research interests • Webinar & discussion re Maths Corpus development (Alister Drury, Leeds) • 11 Oct 2022 Online Discussion: How do we assess language modules for engineers • 21 Nov 2022 Planning Meeting • 13 Dec 2022 Online Discussion - 3 Minute Paper (PF) and Material Development • 17 Jan 2023 Online presentation and discussion re STEM Students' Perceptions of Reflective Practice • 7 Feb 2023 3-Minute Paper re PGR • 14 March 2023 3-Minute paper: Complexity in academic writing • 23 March Guest speaker Jane Sjoberg re Critical Thinking in STEM	• Website & JISC mailing list set up	• 13 Dec 2022 AGM, constitution ratified
Technology Enhanced Learning		• March 2022 - "Academic Integrity and Student Use of Online Language Tools in EAP" webinar by Jonathan Smith		• 13 May 2022 AGM, Committee roles ratified: • Jolanta Hudson - Convenor • Deanne Cobb Zygadlo - Events Coordinator

		● May 2022 - "OneNote to Rule Them All: Using Staff Notebook to Manage Tutor's Workload in a PSE Course" webinar by Cristiana Rodrigues ● Coffee talks using Wonder.me online platform (virtual workspace suitable for teamwork) From October 2022, 2 webinars: ● "Using ThingLink to Create Interactive Images" by Allison Dresner, University of Bradford. ● "Why not have students do something that is truly dialogical in nature? Podcasting as pedagogy for pre-sessional EAP courses" by Alex Back, U of Gloucestershire & Dustin Hosseini, U of Glasgow		● Phil Martin - Ordinary Member (Focus on Events) ● Craig Coulson - Ordinary Member (Focus on Editing)
Testing, Assessment and Feedback	JISCmail subscribes; 134; Twitter followers: 358	● March 2022 ResTES event co-hosted with TAFSIG ● April 2022 BALEAP Manchester event SIG showcase ● May 2022 Coffee club ● 11 Jan 2023 Test analysis webinar (evaluating & improving quality of test items ● End of Jan 2023 Coffee Club ● 2 Feb 2023 Joint BALEAP TAFSIG/Academic Listening SIG event re assessing listening including talk by Gary Ockey, Prof in Applied Linguistics & Technology, Iowa State University	● Continued maintenance, development of the Piloting Network ● Collaboration with Lancaster's Language Testing Research Group – TAFSIG Piloting Network members present their test development for peer review with the group once a term.	● Wayne Rimmer & Paul Dickinson set up bank account assisted by Lorraine Mighty (SJ SIG Treasurer) ● AMG was November 2nd 2022 (recording here) ● Aiming for AGM in May 2023 as per exec request

		● 30 March 2023 TELSIG & TAFSIG collaboration Coffee Club: Impact of AI on EAP teaching, Learning & Assessment		
Transnational Education	JISCmail list: 52 members	● March 2022 Online presentation: "Sustaining learning communities across borders: a UK-China partnership through and beyond Covid" ● April 2022 Manchester BALEAP SIG showcase and lightning talk ● May 2022 Online TNE Reading Café ● 28 Oct 2022 Reading Café re Hang & Zhang (2022) 'How Chinese students manage their transition to higher education effectively' ● 13 Dec 2022 Student Voices event (online) 'Pronouncing Chinese Names' ● 8 Mar 2023 Guest Speaker. 'What's in a name?' Jane Pilcher re importance of pronouncing names correctly for inclusivity reasons	● Ongoing development of blog and Youtube channel ● July 2022 TNE SIG featured in JEAP BALEAP News	● 28 Oct 2022 AGM
Teacher Education in EAP		● 25 Feb 2022 Talk re transition to In-sessional ● 13 May 2022 Talk with TEAP officer/new TEAP scheme ● May & July 2022 TEAP accreditation talk & criteria ● Aug 2022 TEAP chatter re lesson/assessment ● Sept 2022 Intro to TEd talk at EAP conference in Crete	● March 2023 TEd SIG featured in JEAP BALEAP News	● Ethical approval for survey received; survey Lit review in progress ● Treasurer looking into bank account

| | | 21 Oct 201 Guest speaker: 'Developing EAP CPD Programmes in Low-resource, EMI Contexts' 12 Dec 2022 Festive TEAP chatter re Addressing Disciplinary Differences in EAP: Practitioner Perspectives 24 March 2023 Workshop re Thinking about Listening and Listeners in EAP: Time Perception and the ADHD Listener | | |