



AEA-Europe Annual Report 2022

The Council of AEA-Europe

October 2022

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Introduction

Dear AEA-Europe members

2022 has been a year of hope and new beginnings but also of sadness and concern, and a realization that we are living in very uncertain times. Early this year we started to see the end of the Covid-pandemic, and could again start living our lives like we were used to and plan ahead. For AEA-Europe this was indeed very positive since it has been a long time with restrictions and postponed conferences. We have been very fortunate that, the local organisers in Dublin and the venue in Dun Laoghaire have collaborated with us in a most positive way, and patiently waited for us. Finally, the conference preparations were once again in motion. However, while societies started to open up again, things took a turn for the worse with the Russian invasion of Ukraine. Aside the shocking brutality and terror of it all, the war has also had some practical implications and consequences for the association. Some of our members and former members were directly affected by the war, and we also had to rethink the ambition to take the annual conference to Moscow after Dublin and Dun Laoghaire. The withdrawal of the Moscow agreement also made us think quickly about where to go next after Dun Laoghaire. Normally there is a call sent to the membership looking for future hosts of the conference, but with all the changes being made and time running fast, the council decided to make the decision to select a venue this time. Thanks to council member Deborah Chetcuti will we get the opportunity to revisit Malta again! We had a very successful conference there in 2009 and we know this is a popular destination, so it feels like a safe but also very good choice since Malta is a wonderful place and we have a strong local organising committee in place. The venue will be presented at the annual conference in Dun Laoghaire, as is the tradition. A call for the next venue will be sent to the membership and announced at the conference.

We are very pleased that the association is still strong and viable, with increasing numbers of conference participants each year. This is all thanks to a faithful membership and many devoted members who have worked very hard through the challenging times we have experienced. The pandemic has also brought innovation and new ways of working that has been very useful for us. Digital platforms have proved very efficient mediums for digital meetings, webinars etc. and this has continued to be the preferred choice also after travelling restrictions were removed. Most of the council meetings have taken place online, keeping travelling to a minimum. This way of working will continue since less travelling is more sustainable and saves time and money. However, as we are aware that on-site meetings have important values hard to replace, so the ambition is that annual meetings should continue in the traditional format. And now, in November 2022, we will meet again – face to face – in the excellent Royal Marine hotel in Dun Laoghaire! The theme *New visions for assessment in uncertain times*, is especially timely, the scientific and social programme looks great, and we expect a wide range of interesting, high quality presentations reflecting on this theme.

The AEA-Europe Council

The past year the council has consisted of President Christina Wikström, Vice-President Therese Hopfenbeck, Executive Secretary Alex Scharaschkin, Treasurer Cor Sluijter, and council members Andrej Novik, Elena Papanastasiou and Deborah Chetcuti. Andrej Novik has been chairing the Scientific Programme Committee, Elena Papanastasiou is chair of the Professional Development Committee, and Deborah Chetcuti is chair of the Publication Committee (to be renamed Communications Committee, see below).

Several terms of office and council members ended this year. Call for nominations for Vice-President, Treasurer, and Council member were made in the spring

One candidate was nominated for the Vice President, Treasurer and Council Member positions, and no

elections had to be held. The outcome of the nominations was that Damian Murchan (Trinity College, Ireland) will be the new Vice President (president elect) of the association, Melchior van der Vries (CITO, the Netherlands) will be the new Treasurer, and Stuart Shaw (UK) council member, which means that he will take over as chair of the Scientific Programme Committee after Andrej Novik. Cor Sluijter retired in the spring and therefore initiated the practical handover to Melchior van der Vries a bit earlier in the year for a smooth transition. The formal handover of all these positions will take place at the Annual meeting; at the meeting Christina Wikström will step down and Therese Hopfenbeck will take over the position as President of the association, with Damian Murchan as Vice president and president elect.

We are very pleased with the outcome of the call for nominations; the new council members bring valuable experience and expertise to the council and have been very active as AEA-Europe members. Damian Murchan is chair of the local organizing committee for the Dublin/Dun Laoghaire conference, and has been active in planning the conference for quite a long time, due to the pandemic as mentioned above. Stuart Shaw has been active member of AEA-Europe for many years, active in both SIGs and Committees, and taken on a lot of work in the planning of scientific programmes over the years. A call was also sent to inform the membership that the current term for the Secretary was ending, but there were no nominations and Alex Scharaschkin agreed to continue another term, which was very much appreciated. Alex is supported by Linda Wye, in this role, and Linda has been handling most of the administrative tasks associated with the secretariat. We are very grateful for the support that AQA and CITO are giving as hosts of the Secretariat and Treasury over the years. Their practical workload will hopefully be smaller in the future, since we have contracted EasyConferences who have been helping us with our conference organization for several years, to also handle administrative tasks with membership administration, financial transactions, and the website (read more about this below).

Organising conferences

The annual conference is the main activity of the association, although other types of activities over the year have increased in recent years, especially thanks to the SIGs, the Special Interest Groups, and the Publication Committee organizing webinars. AEA-Europe works constantly on the organisation of the upcoming and future conferences, evaluating former conferences, planning the annual meeting, and looking for new venues for future years. AEA-Europe has a reputation of organizing high quality conferences in interesting places all over Europe, and are always on the lookout for potential new host and venues. However, the Covid pandemic made it necessary to try a digital format for the conference, something that we probably would have been very hesitant to otherwise. We started with the online festival in 2020, which was in a smaller format and without cost for members, to give something back to the membership in difficult times. It was a very successful event, but we also realized that the digital format requires a full conference organization and can be financially demanding. The following year, in 2021, we decided to go for a full conference online, with a similar format and content as previous conferences on site. This year we did ask for a registration fee, but tried to keep it as moderate as possible, ready to accept a loss and cover remaining costs from the association's funds. We were given very valuable support from EasyConferences, who also provided the digital platform for the conference. It took a lot of work and effort from the council, the committees and our conference organising agency EasyConferences in planning this conference. Many tasks were familiar from previous conferences, but there were also new challenges in how to use the digital format in an optimal way. In all, it was a positive experience and something that we may want to explore more in the future, perhaps as smaller events in-between annual conferences. To our delight, the conference was a success both content wise and in terms of registrations, to the point that we even made a small profit.

But even though digital meetings have proved to work well for all kinds of meetings, even larger conferences, there is something with meeting face to face that is hard to replace. And finally, this will happen again! It has been a long journey, and we have been planning, and waiting for the annual conference in Dublin/Dun Laoghaire for a long time! The conference organizing committee (COC) for the 2022 conference has consisted of Christina Wikström, Therese Hopfenbeck, Jannette Elwood, Alex

Scharaschin and Linda Wye, and Local Conference Organisers (LOC) Damian Murchan and Gerry Shiel. The COC has also included the chairs of the Scientific Programme Committee (SPC), the Professional Development Committee (PDC), the Publications Committee (PC), and representatives from the conference organising agencies Easy Conferences and Advantage.

The conference organization has been superbly supported by the Scientific Programme Committee under the joint chairs Andrej Novik and Stuart Shaw as well as the professional services support of EasyConferences who worked with us to make sure that calls have been sent, submission and review systems have worked, as well as communication with members and registrations. The local organizing committee has consisted of Damian Murchan and Gerry Shiel who both for a long time have devoted many hours with both the practical and the scientific parts of the conference. In this work, they have had support from the conference organising agency Advantage, situated in Dublin, who very professionally have handled practical details related to the conference venue, accommodation and social events, both in Dublin and Dun Laoghaire.

The publications committee, led by Deborah Chetcuti, has also been very important for the conference. The PC members have put in a lot of work and effort to advertise the conference and communicating the conference in different ways. Also, the professional development committee, led by Elena Papanastasiou, has contributed in a very important way by making sure that we have a professional and transparent review process, both when it comes to the AEA-Europe accreditation scheme and the Kathleen Tattersall New Researcher Award – both very successful, as described below.

We are grateful to all who have made this event come to pass. Meeting online in 2020 and in 2021 was inevitable, and although we sincerely hope we will meet on site for future annual conferences, we will benefit from all the experiences gained from the online meetings and combine the best of the two worlds when planning and organizing different types of events in future years.

As mentioned earlier, the 2023 annual AEA-Europe conference will be held in Malta. For the future conferences, the AEA-Europe Council will put out a call for proposals for hosting these conferences. We very much encourage members to talk with Council at the annual conference or over the next few months if they are interested in hosting a future conference.

Enhancing the professionalism of the association

In 2022, the association has continued to improve its internal organisation. The Council and Committee members are already highly committed in their own professional responsibilities and their work for the association is completely voluntary. Over the years, more members have been involved in committees and special interest groups which has proven to be a very successful way of expanding activities through shared work, aside all the positive effects such as network building and collaboration. As the association and its activities have grown over time, we have tried to find ways to rationalize procedures and outsource administrative tasks. Last year we decided to outsource the main part of our financial and membership administration, as well as hosting and administrating our website, and made an agreement with EasyConferences, who we have collaborated with for a long time, for them to take this on. We are confident that this will be very positive, as it will give us a very competent partner, and allow us to use our time and effort on our core activities, and expanding AEA-Europe further. The handover took place this year, and we are looking forward to this collaboration and positive benefits we expect it will lead to.

Reaching out and networking

Through the activities of the association, researchers, specialists and policy-makers come together to share their expertise and experiences in the field of assessment. The AEA-Europe's Special Interest Groups (SIG) on e-assessment, assessment cultures, and inclusive assessment continues to grow in activities and visibility. The new PhD network is a very positive contribution, and we hope that this will attract new and future scholars in educational assessment, and give them access to a wide European

network and all the benefits of being part of the association. To make it easier for PhD students to attend the annual conference this year, AEA-Europe is sponsoring the main part of the registration costs, allowing students to register for a very low fee.

Another focus area is the strengthening of the association's educational assessment community via the accreditation process, which is becoming increasingly popular. A quite large number of applications for Associate, Practitioner or Fellow status was submitted this year, and those awarded will be named and receive their certificate at the conference. To allow network building further there will be a complimentary meet and greet reception for PhD Students and Accredited members (old and new) during the Annual conference.

President's Note

I have now had the honor of being President of AEA-Europe for two years, and my term is coming to an end. It has been two interesting and rewarding years, but also difficult in many ways, due to the tragic world events that have overlapped in time. I think we all have learned a lot from this, and while the pandemic kept us apart by preventing travelling and meetings, it also brought us together in many ways. We realized just how interconnected we all are, and how little a virus cares about countries and borders. Unfortunately, this was also the case for the Russian regime, when invading Ukraine with shocking brutality and terror, causing fear, split and conflict in Europe and the rest of the world. We have all felt for our members and colleagues directly affected, but also the association's responsibility to take a stand and condemn the actions of war, and make decisions to change our plans and strategies for our future activities. All plans for a future conference in Moscow became unthinkable, and all the uncertainty in the world with conflict and intolerance also led to us stating criteria based on a human rights index for where the association should, and should not, organize activities and meetings in the future. It was necessary but also a very sad development since the association since its beginning has been working on reaching out, to bring people together and to offer a common platform to facilitate research, good practice and the dissemination of new knowledge, unrestricted by borders and politics.

In times of uncertainty, we have to learn from the past but look forward and focus on how to make positive changes. It is clear that the Covid-pandemic was a driving force for innovation in many respects. The rapid development and improvement of platforms and software for digital communication and interaction has come to good use for the council's and committees' work and also for activities within the association. In many ways I am thankful for this experience since I am confident these developments will lead to even more interaction and collaboration, leading to new activities of high relevance for the aims of the association, and also as a way to reduce our carbon footprint.

My ambition when joining the council as vice president and president elect four years ago was to contribute to the work of making the association grow stronger and more influential within and outside Europe, and that an important way to do this was to encourage committee work and increasing the number of active and involved members. I was particularly interested in finding ways to support the participation of new researchers, as I strongly believe that the association has an important role to fill for them, and that the association is dependent on new generations of scholars to continue to grow and prosper. I have been very happy to see much of this happening, through the PhD Network and other activities, although I must admit I cannot take much credit for it. I have been amazed by all the people in the association who have given so much of their time and expertise, contributing to the association and its activities by practical work and also sharing ideas. AEA-Europe has played an invaluable part in my own professional life, and I am forever grateful for everything the association and its member has given me over the years in terms of important networks, new knowledge and inspiration, and, not the least, many good friends. I hope this also is, and will be, the experience of many others.

So, even if we are living in uncertain times, the future for the Association looks bright! I am leaving the council knowing the association is in excellent hands. Both the council and the committees consist of

excellent and very devoted people. The new council members will bring a lot of experience and are devoted the association and its members, and I will be pleased to hand the precedency over to Therese Hopfenbeck at the annual conference. I am confident she, and president elect Damian Murchan, will lead the association both well and wisely in future years.

Christina Wikström

President: Association of Educational Assessment-Europe (2020-2022)

Evaluation in Relation to Strategic Aims

As written in the constitution, the association's aim is "to act as a European platform for discussion of developments in educational assessment, fostering co-operation and facilitating liaison between organisations and persons active in educational assessment across the whole of Europe".

To achieve this, three goals have been set with respect to the association: (1) to increase its authority (2) to increase its membership, and (3) to enhance its standards of professionalism

In the following, we present activities to date in relation to these three goals.

1. Increasing the authority of the Association

Organising successful conferences

Quality

The annual conference is the most important activity for the AEA-Europe. Over the years, the association has created a strong and good reputation for high quality venues, excellent programmes, and a warm and friendly atmosphere. Covid made this work challenging, but the digital format proved to work quite well, and was an interesting and valuable learning experience.

In 2021 the annual conference was for the second time held online due to the Covid pandemic. The online Festival in 2020 was very well received and gave us the confidence to organize a full scale conference online. The ambition was to make the digital conference as similar to an on site AEA-Europe annual conference as possible. Apart from the format, the main change was the dates, moving the conference one day back since it could be difficult for many to participate from home on a Saturday. Time differences posed a challenge, so our western members had to start early and our eastern members ended late in the day. Apart from these formalities, the digital format worked very well. The number of submissions were lower than a normal year, but still high enough to include more than 80 presentations in the programme, excluding keynotes. Most of the traditional presentation formats could be kept, allowing a variation of presentation formats and parallel sessions, high quality presentations and internationally renowned keynote presenters. There were also very well attended pre-conference workshops the day before the conference. We aimed also high when it came to the social programme, with possibilities for discussions during sessions, informal meeting rooms throughout the days, and social events in the evenings. The traditional conference dinner was replaced with music and dancing entertainment from Dublin, and there were also morning and daytime activities available, physical activities led by a yoga instructor. It was a successful event, everything ran smoothly, and the evaluation came back very positive. It was however clear that members missed the annual meetings on site, and we all look forward to meet in Dublin in November 2022.

Attendance

Since the 2020 Conference had to be postponed due to the COVID19 pandemic and the Festival did not require registrations and payments, there is no data from last year. Before covid, when annual conferences were held on site, there was a stable number of attendees – in recent years around 300 delegates. For the 2021 conference, there were more than 200 attendees.

Developing communication tools and networking activities

Social media. The use of social media has significantly increased (Twitter, LinkedIn, Facebook) thanks to a very active Publications committee

Special Interest Groups (SIGs). We now have 3 SIGs (E-Assessment, Assessment Cultures and

Inclusive assessment) and members are always encouraged to suggest other groups that might be of interest to the association.

Strengthening professional development

Kathleen Tattersall New Researcher Award 2022. The very high-quality applications for this award were reviewed by members on behalf of the PDC. The winner of the 2022 award is dr Paula Lehane who will give a keynote presentation at the annual conference in Dublin/Dun Laoghaire.

PhD network. A PhD network has been established, and has not been more formalized than in recent years, working more independent as a SIG. The network will meet during the annual conference. There will be business meeting followed by a social event on Thursday evening. The plan is to further increase network possibilities and professional development activities the coming year.

Accreditation. So far in 2022, 9 complete applications were received and were successful. Three were for the Fellow status, 5 for the Practitioner status and 1 for Associate status.

Plans

- To continue to organise annual on-site conferences of the highest quality
- To explore possibilities for more meetings between annual conferences, to share knowledge and ideas, with the use of digital platforms
- To continue expanding the Association's website in order to make Association's main communication tool even more attractive and user friendly
- To continue and reinforce social media use as a quick and easy way to communicate with members and wider world
- To develop and advertise the accreditation process - especially for Fellow status
- To encourage more applications to the Kathleen Tattersall New Research Award
- To develop a more sustainable platform for PhD students to meet and network.

2. To increase the membership of the association

Membership numbers

Membership administration has been taken over by EasyConferences. We are hoping that this will be a more efficient way to send out membership invoices and that the member database will be more up to date. This work means that figures are more accurately reflecting paying members (note that comparing membership numbers in November each year might not accurately reflect the yearly active membership).

We have introduced the retired professional category of membership, which has led to an increase in total membership of the Association. The figures in Table 1 include fully paid members, and members, at the of preparing this report, had yet to renew for 2020 and/or 2021. Members who have not renewed for 3 consecutive years are removed.

Table 1. Membership

Membership	2017	2018	2019	2020	2021
Individual	133	135	136	145	141
Corporate	37	35	37	40	42
Student/Retired Professional	10	4	13	14	31

Membership by country

The majority of members come from a small number of countries and a lot of European countries are not represented in the association.

Benefits of the different membership packages are now much clearer on the website. There is also a possibility for corporate membership based on the size of the institution or company.

The number of student members has increased. Membership has been made more attractive for post-graduate students and young researchers, and the activities planned within the PhD network will contribute to this.

Members remain in the association once they have joined, and the covid pandemic that has proved a challenge to associations like AEA-Europe has not affected us as much as could have been anticipated. This is seen as an indication that they are happy with being members of the association, and can see its value and importance.

Reasons for joining AEA-Europe

Members join AEA-Europe for a variety of reasons:

- Members emphasise the importance of forming part of a community of practice that enables them to share ideas, research and thoughts with individuals from different European countries.
- The Association also provides a good platform for networking and meeting colleagues and working on new ideas with people from across Europe.
 - The conferences are well organised and provides a friendly, comfortable atmosphere where one can meet old friends and make new ones.
 - The Annual Conference is currently one of the main reasons why people join the association. Even if it seems online format can work very well for presenting research and networking, it will be important to continue to provide opportunities to meet in person in future years. However, the familiarity with meeting online and the platforms available for such meetings will be beneficial as it provides opportunities to meet online between annual conferences.

Benefits of being a member of AEA-Europe

There are a number of benefits of belonging to AEA-Europe. These benefits enhance the professional development of members. The benefits include:

- Being part of an assessment community and belonging to a group with an interest in assessment.
- Networking with colleagues from different European countries.
- Keeping up with research and developments in assessment.
- Being able to attend the annual conference which is friendly and welcoming.
- For accreditation.

Early career researchers

One of the other areas identified for improvement was around early career researchers (ECRS) and attracting more members and considering how best to support them. The Post-graduate reception has become a regular feature of the conference social events and one is planned for the 2022 conference.

Plans

- To continue the discussions and activities about increasing membership
- To determine a set of strategic actions for the next following years
- To engage funding to that purpose if necessary
- To update the constitution around membership if necessary

3. To enhance standards of professionalism of the Association

Policy and Rules document

This document has been updated as part of our focus on increasing the efficiency and transparency of the organization. It is continually edited and can be referenced by members from the secretariat.

Conference Handbook

The Conference handbook is to be revised based on the experiences learned from the online conference to reflect the use of technology also in future conferences.

Audit committee

The Audit Committee is responsible for auditing the accounts. The audit committee reports to the General Assembly each November on the state of the accounts of the Association. The Treasurer of the Association reports annually to the Audit Committee

AEA-Europe website

In 2022 the website administration was handed over to EasyConferences. The Publication Committee have been working with EasyConferences to refresh and update the site, in collaboration with the secretariat.

Conference website

The conference website for 2022 was hosted through EasyConferences. AEA-Europe continues to work with them on supporting conference activities. This has proven to be a solid working relationship with good support for members with regard to annual conference registration etc.

Conference organisation

The contract was renewed with EasyConferences for the conference website, the submission process, the registration process as well as the mobile conference app. This model will be used for future conferences. In keeping with this model EasyConferences also supported the work of the Scientific Programme Committee which proved to be very efficient and helpful, especially in production of the programme and timetable and in getting this out earlier to members (more details below).

Plans:

- a. To continue updating internal organisation documents.
- b. To confirm and review roles of Council members in the internal organisation

AEA-E Council Members and Activities

The majority of Council meetings during 2022 took place online. However, we did have one face to face meeting in Dun Laoghaire in May to visit the conference hotel, meet the local organisers and see various venues for social activities.

The main points discussed during these meetings were:

- organisation of the annual conference
- finances and business plan
- internal organisation
- communication
- professional development
- aims and strategy

Table 2 shows the members of the AEA-E Council listing the terms of office for the different members and provides comments on changes during the year or for the coming year, where appropriate.

Table 2: Council Members and Terms of Office up to November 2022

Name	Position in the Council	Term of Office: Start	Term of Office: End	Number of Terms Fulfilled	Comment
Christina Wikström (Sweden)	President	Nov 20	Nov 22	1	Term of office finishes November 2022
Therese Hopfenbeck (UK and Norway)	Vice President	Nov 20	Nov 22	0	Presidential term begins November 2022
Alex Scharaschkin (UK)	Executive Secretary	Nov 18	Nov 22	2	
Cor Sluijter (Netherlands)	Treasurer	Nov 19	Nov 23	2	Melchior de Vries from CITO to take over from Cor from Nov 22.

Andrej Novik (Czech Republic)	Council Member	Nov 18	Nov 22	1	Stuart Shaw to take over from Andrej from Nov 22.
Deborah Chetcuti (Malta)	Council Member	Nov 19	Nov 23	0	
Elena Papanastasiou (Cyprus)	Council member	Nov 20	Nov 24	0	

AEA-Europe Committees

Professional Development Committee (PDC)

Members

- Elena Papanastasiou (University of Nicosia, Cyprus). Chair
- Bas Hemker (CITO, Netherlands)
- Shakeh Manassian (PSI Services, UK)

Meetings and agenda

Due to the pandemic, all meetings for the year took place via Webex, as well as through email. The main items of business were as follows:

- AEA-E accreditation scheme
- Kathleen Tattersall New Researcher Award
- Activities of the Doctoral Student Network
- Conference Social programme (for PhD network and Accredited members)

Actions

One of the roles of the PDC of AEA-Europe is to review applicants for the Kathleen Tattersall New Researcher Award in order to select the best new assessment researcher among the applicants. The PDC coordinates the procedure and engages its accredited fellows to assess the New Researcher Award proposals. In 2022 we received two applications for this award, and the award was given to Dr. Paula Lehane.

A second role of the PDC is to evaluate the applications received from individuals who want to obtain accreditation status through AEA-E's accreditation scheme. The applicants can apply for the Associate, Practitioner or Fellowship status. Once these applications are received by April 30th, they are assigned to accredited Fellows to evaluate them. In the current year, eight completed applications were received by individuals wishing to obtain accreditation. Despite the increase in the applications this year, the PDC needs to continue looking for ways to enhance the numbers of members applying for accreditation status, and especially to increase the number of Fellows. This has been a major challenge for the accreditation system due to the dwindling number of active Fellows who are available to evaluate the relevant applications, while making sure that there is no conflict of interest between the applicants and their evaluators.

Regarding the accreditation scheme, this was the first year in which a deadline had been set for the accreditation applications. This deadline was set to April 30th. This has made it much easier to coordinate the evaluation process compared to the previous years in which there was no deadline set, and applications were received throughout the year.

In 2022, because of the creation of the PhD student network, a decision was made to stop including a doctoral student in the Professional Development Committee. However, the social programme of the PhD student network will still take place concurrently with the social event for the accredited fellows.

Finally, sincere thanks are due to all members of the PDC, as well as to all Fellows of the organization that have assisted in evaluating the various applications received through this committee. Their efforts are greatly appreciated.

Publications Committee (PC)

Members

Deborah Chetcuti (University of Malta)
Amina Afif (Pedagogue & Intuitive Life Coach)
Judith Gracey (AQA, UK)
Mary Richardson (University College London)
Lesley Wiseman (University of Glasgow)

Meetings and activities

Members of the Publications Committee (PC) had regular online meetings to discuss activities and actions required. Thanks are due to all PC members who were highly committed and dedicated.

Each of the members of the PC has a specific remit: Amina takes responsibility for developing content for the website; Mary has a focus on communications through social media; Lesley is responsible for Special Interest Groups (SIGs); and Judith is responsible for communications through the website.

The remit of the Publications Committee is to communicate with members of the Association. Previously this was done through the publication of a newsletter. This remit has now broadened to include communications through the Association website and social media. The members of the Publications Committee therefore propose that its name be changed to Communications Committee.

A summary of the activities undertaken by members of the Publications Committee is provided below:

The Website

Following the launch of the new website in November 2020, the PC has continued to closely monitor and update the website. Updating of the website is carried out by Judith Gracey, and Linda Wye from the Secretariat also helps out. All sections of the website are constantly updated with information about the Association, council members, committees and awards. In addition, new material, such as slides and recordings of webinars organised by the SIGs, is continually added to the Resources section of the website. There is also a blog, which includes posts by members of the Association.

Throughout 2021, the website was used to provide information about the Association. Apart from linking to the annual conference, the website was used to disseminate an Association position statement regarding Ukraine and various activities carried out by the SIGs. The website also included links to interviews carried out by Amina Afif. These included an interview with Cor Sluijter, in appreciation of his long term as the Association's Treasurer, an interview with Dr. Ya-Ping (Amy) Hsio who talks about her accreditation as an AEA-E Fellow, and with Dr. Paula Lehane, the winner of the Kathleen Tattersall New Assessment Researcher award 2022 and a keynote speaker at the Dublin conference.

Judith Gracey and Amina Afif also looked after the blog that is also available on the website. In 2022 there were four blog posts, written or invited by members of SIG Steering Groups:

- 'Inclusive assessment: Fostering social justice in education' by Dr. Eleni Meletiadou on January 18th 2022.
- 'Digital assessment: why we're closer than we think' by Alex Scharaschkin on 11th March 2022.
- 'What makes assessment inclusive?' by Dr. Doreen Said Pace on 4th July 2022.
- 'Multilingualism, multiculturalism, inclusive teaching, learning and assessment' by Dr. Sviatlana Karrpava on 22nd September 2022.

The blog is public and open to anyone to comment with the aim of encouraging dialogue.

Mary Richardson was also very active in updating members of the Association with various news items published through the Association's social media platforms: Facebook, Twitter and LinkedIn. These posts have been used to publicise new content on the website, SIG events and the annual conference. Deborah Chetcuti developed flyers for events that were posted on social media.

Communications

The AEA-E's social media channels continue to thrive and we enjoy a range of discussions, sharing of ideas and communicating our messages online. The social media base for AEA-E is currently very strong with both Facebook (n=514: up from 388 in 2021) and Twitter (n=796 – up from 654 in 2021) being used as a means for sharing information about the Association and, perhaps most importantly, sharing information about our interests, research and work.

Twitter is definitely our most useful means of communication and that is unsurprising as most learned/professional societies find that tweeting out short messages is much more beneficial than posting on Facebook. It is partly due to the fact that for many people, Facebook is their family/friends means of communication and so they don't see it in a professional context. Members of AEA-E are also keen LinkedIn users and we have a following of 683 from across the world and from academic and industry sectors. This is particularly useful for members to use as a sharing mechanism and professional networking environment. However, it remains important that we retain the presence we have in all online media because they provide visibility and easy opportunities to share news, activities and ideas about assessment. These social media platforms were used by Mary to actively promote AEA-E activities and especially its annual conference through a planned programme of publicity for this important event. The connection of the social media to the website has helped to improve members' interactivity.

Special Interest Groups (SIGs)

Over the past year the Association's SIG Steering Groups have been hard at work developing content of interest to Association members with a special interest in eAssessment, Assessment Cultures or Inclusive Assessment, or who are post-graduate students or early career researchers. Members of these Steering Groups are listed below and the Association is most grateful to them for the time, energy and ideas that they have contributed over the past year and previously. During 2022 two SIG Steering Group Chairs stepped down from that role: Martyn Ware, whose enthusiastic commitment ensured the success of Association's first SIG, established in 2017, for those with a special interest in eAssessment; and Andrew Watts who did the same for the Association's second SIG, for those with a special interest in Assessment Cultures. Mary Richardson also stepped back from her very active role in the eAssessment SIG Steering Group to which she had been a highly effective contributor from its inception. The Association is indebted to Martyn, Mary and Andrew for these contributions.

Current e-Assessment SIG Steering Group members:

Helen Claydon

Graeme Clark

Rebecca Hamer (Chair)

Caroline Jongkamp

Stuart Shaw

Liam Simington

Lesley Wiseman

Current Assessment Cultures SIG Steering Group members:

Eleanor Andressen (Chair)

Isabel Nisbet

Raphaël Pasquini

Lise Vikan Sandvik

Christoph Schneider

Stuart Shaw

Sverre Tveit

Andrew Watts

Lesley Wiseman

Current Inclusive Assessment SIG Steering Group members:

Naomi Care

Svietlana Karpava

Eleni Meletiadou (Chair)

Irini Papakammenou

Thomas Rousoulioti

Doreen Said Pace

Christina Wikstrom

Current Post-graduate and Early Researchers Steering Group members:

Julie Leonardsen

Shakeh Manassian

Dan-Anders Normann (Chair)

Sonia Tangen

Skevi Vassiliou

All Steering Group members work hard to promote interaction and discussion amongst members of the Association, through a range of activities both at and between its annual conferences. Each has developed an eye-catching banner which will be used to signpost meeting points during conferences. Each SIG also has a flyer on the conference website (<https://2022.aea-europe.net/sig-events/>) promoting conference activities that are relevant to attendees sharing their special interest, a number

of which were organized by the SIG Steering Groups themselves. Other SIG-organised activities, such as webinars, blog posts, and online social events, provide important spaces for Association members to meet and interact with other members between annual conferences. In the past year, in addition to a number of blogs (see above), the SIGs have organized webinars including one with a ‘flipped’ format designed to provide more time for discussion. The network for postgraduate students and early career researchers has, in addition, organized a number of ‘Snack & Chat’ online gatherings to create a sense of connection and community amongst its members.

List of webinars organized by SIGs between November 2021 and November 2022:

14 December 2021	Equitable Outcomes and Representation in Subject Content: Building a Case Using Assessment Data	Kevin Mason
12 January 2022	Transforming High-Stakes National Assessments in Egypt from Paper and Pen to Tablet-Based delivery	David McVeigh
4 February 2022	Concepts of ‘Bildung’ and ‘Erziehung’ in German Pedagogy and their Impact on Educational Assessment	Christoph Schneider and Peter Ludwig
23 March 2022	The Use of Inclusive Assessment in Increasingly Linguistically Diverse Classrooms	George Neokleous
30 March 2022	Academic Integrity in the Digital Era	Rebecca Hamer
28 April 2022	Developing a Teacher’s Assessment Literacy and Design Competence	Sarah Manlove, Sarah Richardson and Sladana Krstic
24 May 2022	From Testing Culture to Assessment Culture: Implications for Accountability	Menucha Birenbaum
30 June 2022	Comparative Judgement as a Facilitator for Peer Assessment	Eva Hartell
27 October 2022	E-Portfolios in Teaching, Learning and Assessment: Tensions in Theory and Praxis	Emma Walland and Stuart Shaw

SIG webinars and other online events are now hosted by Easy Conferences who also manage publicity and registration for these, which has ensured their smooth running and greatly facilitated the work of the SIGs.

Each SIG has a dedicated page on the Association website, which outlines its aims, lists the members of its Steering Group, and invites Association members to join. Each SIG welcomes offers of member contributions to its development and activities, and holds a brief Annual Review Meeting at the annual

conference to report on its activities over the previous year and to invite feedback on these and seek suggestions for future activities.

Enormous thanks are due and given to all members of the SIG Steering Groups for the energy, creativity, time and effort that they put in to making their SIGs such a valuable benefit for AEA-E members. Thanks also to those Association members who participate in SIG events and activities throughout the year. Association members are warmly invited to join one or more of the Association's SIGs and to consider joining a Steering Group in order to shape the future activities of these valuable 'meeting places' for Association members between annual conferences.

Scientific Programme Committee (SPC)

Members

Co-Chair: Stuart Shaw (Faculty of Education, University of Cambridge)

Co-Chair: Andrej Novik (SCIO)

Nico Dieteren (CITO)

Elisa de Padua (University of Cambridge)

Gerry Shiel (Educational Research Centre)

Damian Murchan (Trinity College Dublin)

Meetings and agenda

The main responsibility of the Scientific Programme Committee (SPC) is to ensure the preparation and production of a quality and balanced programme for the annual conference. All business meetings throughout the year were conducted very effectively via Zoom and email.

Actions

The need to preserve momentum in order for the community of AEA members and supporters to continue to be informed and participate in any future events is of paramount importance. The disruption caused by the Covid-19 pandemic, which initially introduced several challenges for the SPC (as well as other Association Committees), is beginning to subside in many countries and, although its influences have not been entirely eradicated, life does seem to be assuming a degree of pre-pandemic 'normality' for a great many.

Meeting together in person this year will afford enhanced opportunities for networking, thought sharing, and relationship building – something which we would all agree has been sorely missed over the last two years.

The SPC began coordinating its work on constructing a programme for the 22nd annual conference in early January. Some of the challenges and ways of working adapted during the pandemic were retained in 2022. For example, creation of an initial draft of the conference programme online was thought to be more efficient and cost effective than meeting in person (as had been the case pre-2021).

The 2022 conference submission data reflects both Europe-wide and international interest with over 170 high-quality proposals (a number comparable with, or greater than, previous total submissions) from 23 countries, and a programme containing a varied number of sessions on topics relating to the very timely, future-oriented, conference theme: 'New Visions for Assessment in Uncertain Times'.

Country	Number Received
Austria	2
Belgium	5
Chile	1

Croatia	2
Cyprus	2
France	2
Germany	1
Ireland (Hosts)	18
Israel	2
Italy	2
Kazakhstan	3
Lithuania	1
Malta	1
Netherlands	5
New Zealand	1
Norway	14
Portugal	2
Russia	3
South Africa	1
Sweden	10
Switzerland	3
United Kingdom	88
United States	2

Unlike last year when the SPC temporarily suspended Symposia and Discussions Groups, this year's programme embraces a fuller range of submission formats including keynote addresses, open paper presentations, discussion groups, symposia, workshops, ignite presentations and poster presentations.

The distribution of submissions by submitted format together with submissions by final decision is shown in the table below:

Format	Number Submitted	Number Accepted
Pre-Conference Workshop	3	3
Ignite Presentation	9	8
Open Paper Presentation	113	106 *
Poster Presentation	25	25
Discussion Group	6	5
Symposium: Overview	3	3 **
Symposium: Oral Presentation	9	9
Convert to Poster or Ignite Presentation	7	1 convert to Ignite *** 5 converts to Poster
Reject		2

As of the end of September:

* 3 'Papers' have been withdrawn (either voluntarily or because presenters failed to register by the 31st August deadline despite several reminders)

** One 'Symposium' has been withdrawn

*** Some presenters failed to respond to 'Conversion' decision

The evaluation process was undertaken extremely efficiently. Construction of the annual conference programme has again been considerably eased this year due to an ever-growing pool of reviewers (47 in total) which meant that no single reviewer had an allocation greater than 10 submissions. The SPC is indebted to the willingness and hard work of all its volunteers. Notwithstanding the inevitable,

legitimate ‘day-to-day’ queries from participating reviewers, there was no requirement to make up any shortfalls in evaluations on the final day of the review window by recruiting additional reviewers.

Also this year, the SPC has endeavoured to both clarify and refine the evaluation criteria for judging the quality of submissions. The revised criteria are now intended to be used to evaluate both conceptual/theoretical and empirical proposals.

Some residual confusions remain relating to the transparency surrounding the call for reviewers (as well as other communications from the SPC). For example, some reviewers were unclear about the two-fold invitational approach to review (an ongoing issue). Each reviewer should receive two email invites:

- The first ‘informal’ invite is sent by Linda Wye (Secretariat, AQA) and targets those who have reviewed in previous years. Once potential reviewers have shown willingness to participate in the current review process their names are keyed into the Easyconferences system.
- Soon after, Easyconferences automatically generates a second ‘formal’ invite. It is important that, having already agreed to review, potential reviewers respond to the second invite. Until they do, reviewers cannot be allocated submissions.

The SPC will meet soon after the conference in order to review the impact of the efficacy of the revised reviewing criteria as well as consider aspects of the evaluative process that did and did not appear successful. The SPC will continue to improve how it liaises with potential reviewers both before and during the reviewing process. An ongoing list of Frequently Asked Questions (FAQs) has been compiled by the SPC for future reference.

One immediate cause of concern relates to the personnel comprising the current SPC. Some of the existing members will no longer participate in SPC activities beyond this year’s conference. One Council member is standing down after conference having concluded his term of office. A further two members representing the hosts may also stand down. The need to recruit additional volunteers for the SPC will become increasingly important as January 2023 approaches (when construction of the 23rd annual programme begins in earnest). Moreover, it is crucial that one new member represents the 2023 conference hosts.

As newly appointed Council member, Stuart Shaw will assume the roles and responsibilities of chairing the SPC from November 2022.

For reference, the SPC conference organising timetable - including activities that have a specific deadline - are shown in the table below:

Activity	Dates (deadlines)	Responsibility
Present forthcoming conference to possible participants at conference n-1	Closing of Annual Conference (n-1)	President (P) + Chair Local Organising Committee (LOC)
Launch website	December/January	Chair LOC, Secretariat + Easyconferences
Identify and contact Keynote Speakers	January/February	Council and LOC
Finalise text for conference theme	End of January	Council, LOC + SPC

Call 'New Researcher Award' (Kathleen Tattersall New Researcher Award)	Early February	Professional Development Committee (PDC) and Secretariat
Finalise 'Call for Submissions'	Early February	P, VP, Council + Scientific Programme Committee (SPC)
Send out 'Call for Submissions'	End of first week in February	SPC, Secretariat + Easyconferences
Identify Reviewers (construct S/S inc. emails)	January/February/March	SPC + Secretariat
Invite Reviewers (Informal) + reminder email after three weeks	February/March	SPC + Secretariat
Key Reviewer names into Easyconferences	March	SPC
Prepare outline programme	End of March	SPC and LOC and Council
Deadline for submission for Pre-Conference Workshops (PCWs)	April 2	SPC
Deadline to evaluate PCWs	April 14	SPC
Notify PCW Presenters	Second half April	SPC + Easyconferences
Invite Reviewers (formal) through Easyconferences	Mid-April	SPC + Easyconferences
Deadline for all other submissions inc. New Researcher award	April 14 (with possible extension April 28)	SPC
Allocate Papers to Reviewers	Immediately after submission deadline	SPC + Easyconferences
Identify 'Mop Up' Team of Reviewers	Mid-April (mop up 'declined' reviews throughout reviewing window) and (usually) Last 48 hours of Reviewing Window (although throughout window)	SPC
Reviewing window for all submissions	Early May to Mid-June	SPC (New Researcher Award – PDC and Secretariat)
Close 'Reviewing' status in Easyconferences	Immediately after reviewing deadline	SPC
SPC ½ day Meeting to construct first draft of conference programme	Mid- to Late-June	SPC
Begin assigning Chairs	Late June	SPC
Circulate first draft of programme to the Council	Late June	SPC
Successive drafts of conference programme	June - October	SPC, Council + LOC/COC
Registration opens	Late June/early July	Secretariat, LOC and Conference Organising Committee (COC)
Send email 'Acceptance notifications'	June 30	SPC + Easyconferences

Build programme in Easyconferences system	Early July	SPC + Easyconferences
Post latest version of programme on the conference website	Mid/Late- July	SPC + Easyconferences
Confirm that all authors still intend to participate. Ensure Chairs will be attending conference + Encourage all to register early bird registration + conference hotel accommodation	July/August	SPC + Easyconferences
Contact all 'convert to poster/ignite session' presenters to ascertain their intentions	July/August	SPC + Easyconferences
Check attendance requirements of Keynote speakers	Late July/Early August	Council
Check hotel rooms release date	August 08	LOC
Registration by presenters	August 31	SPC + Easyconferences
Registration by presenters (reminder)	End of 1 st week September	SPC + Easyconferences
Check all presenters are registered	Early September	SPC, Secretariat
Assign conference venue rooms to programme presentations	Early-mid September	SPC + LOC
Revise Conference Programme based on withdrawals and update conference website	September-October	
Prepare online conference booklet	October	SPC + Easyconferences
Online Registration closes	October 18	Council
Last minutes preparations for the conference	Last week of October, first days of November	LOC and CO, P and VP to be kept updated
Pre-conference activities	November 9	LOC and CO and presenters
Conference	November 9 – 12 (inc. pre-conference workshops)	CO, LOC, SPC, Council + Easyconferences
General Assembly	November 11	Council + Members
SPC post-conference Review Meeting	Late November/early December	Council with input from LOC, SPC, CO, Secretariat, and participants

Annual Conferences

AEA-Europe works constantly on the organisation of the upcoming and future conferences. The last annual face to face conference took place in 2019 in Lisbon. Then in 2020 the COVID19 pandemic hit and it was decided that we should still organise an event where we could meet, share research and discuss topics of interest. Thus, the 2020 meeting became the online Festival. It proved to be a very successful decision as the Festival gained a lot of interest from the membership, with very positive response from the evaluation by the delegates.

The 2021 Conference

The 2021 conference was to take place in Dublin and Dun Laoghaire, but early in the year we had to accept the fact that the pandemic would make such plans impossible, for practical and safety reasons. It was therefore decided to carry on with the plans to organise an annual conference, with the same format and content as an ordinary online conference, but online instead of on site.

We are finally all meeting face to face in Dun Laoghaire, Ireland. The AEA-Europe Council and active members and the local organizing committee in Ireland have worked very hard to ensure everything will run smoothly. Easy Conferences has also provided the system for paper submissions and review of papers and the conference website. We are also very grateful to the Scientific programme committee who have worked very hard with making sure that we have a high quality and well planned programme, the Publication committee members for their work with informing members and promoting the conference, and the Professional Development committee for their work with the accreditation scheme and the Kathleen Tattersall New Researcher Award, and for organising the Thursday evening event for PhD students and accredited members.

The Conference Organizing Committee (COC) for the 2022 conference has consisted of Christina Wikström, Chair (President AEA-Europe, Sweden), Therese Hopfenbeck (Vice-President AEA-Europe, UK), Alex Scharaschkin (Executive Secretary, AEA-Europe, UK), Jannette Elwood (former AEA-Europe-president), Andrej Novik (AEA-Europe council member, SCIO, Czech Republic), Linda Wye (AEA-Europe Secretariat), Gerry Shiel (Educational Research Centre, Ireland) and Damian Murchan (Trinity College, Ireland), , and representatives from the Scientific Programme Committee (Stuart Shaw, UK), Publication Committee (Deborah Chetcuti AEA-Europe council member, Malta), and Professional Development Committee (Elena Papanastasiou, AEA-Europe council member, Cyprus).

Future conferences

The 2023 Annual conference is planned to take place in Malta. The planning of this conference is beginning to take shape and there will be a presentation about it at the conference in Dun Laoghaire. We hope for many more on-site AEA-Europe conferences in interesting places around Europe. The council will put out a call for proposals for hosting future conferences. We very much encourage members to talk with Council over the next year if they are interested in hosting a future conference.

Awards and Accreditations

Kathleen Tattersall New Assessment Researcher Award 2022

Following the process indicated on the website, a call for applications for the New Assessment Researcher Award was sent out with an application deadline set for the 30th of April. Applications were requested from individuals who are currently in the first three years after being awarded their doctoral degree, and who are currently also engaged in an assessment-related field with research of relevance for assessment practices.

The evaluation committee concluded that this year's prize should be awarded to Paula Lehane from Dublin City University. Paula will present her research as one of the keynotes at the conference in Dublin and she will receive a prize of €500. The award is sponsored by AQA.

The PDC would like to thank the jury members, Prof. Deborah Chetcuti, Prof. Jo-Anne Baird and Dr. Paul Newton for their support, who have critically reviewed all applications that were received this year.

Accredited Members 2022

Eight accreditations were made this year. The accredited members will receive their certificates at the annual conference in Dublin:

Associate:

Blake Ashworth (Pearson)

Practitioner:

Ebba Gullberg (Umeå University)

Carl-Magnus Haggstrom (Umeå University)

Jakob Jakobsson (Umeå University)

Linnea Talltjarn (Umeå University)

Morgan Thorsell (Umeå University)

Fellow:

Dr Amy Hsiou (Tilburg University)

Grace Grima (Pearson)

Therese Hopfenbeck (University of Melbourne)

Poster Award 2021

Last year's poster award was won by Gulbakhyt Sultanova of the Nazabayev Intellectual Schools (NIS) entitled 'Well-being and Academic Achievement of NIS Students: Improving Assessment Procedures'.

From 2022 onwards, CITO will continue to sponsor the poster award, but in a different way. Instead of having the winner visit CITO for a day with all expenses paid, they will sponsor the award with a sum of €500.

Financial Report

The financial report over 2021 is presented below. First, in table 3a, the operating budget for 2021 is presented. This is followed in table 3b by a profit and loss overview of the 2021 online conference. This event was organized instead of the Dublin 2021 conference that had been postponed until 2022. The balance sheet is presented next in table 4. All overviews will be explained briefly, starting with the operating budget below.

Main differences 2020 vs 2021

Note that a direct overall comparison of the results for 2021 and 2020 has to consider that no conference was held in 2020 and that the conference held in 2021 happened online and had a lower number of participants than a regular in-person conference. Because of this fact, both income and expenditure for 2020 are lower than for 2021. But income and expenditure for 2021 are in their turn lower than for a 'regular' year. Taking this into account, a comparison on other aspects of the financial report for 2021 with the budget for 2021 and the financial report for 2020 makes clear that there are no striking dissimilarities.

Uncollectable debtors

The matter of uncollectable debtors -like in previous years- remains unsolved: a relatively large number of members does not renew their membership. We see several interrelated reasons for this phenomenon. Like 2020, the Covid pandemic probably is one motive for members not to renew membership. In addition to this, members who are not planning to visit the conference might not see a reason to continue membership, because in their opinion membership does not offer enough added value next to a reduced conference rate. The fact that, according to the financial administration, a lot of memberships fees were paid just before the online conference, supports the validity of this assumption. Another partial explanation might be that messages from the treasury do not always reach members, that renewing membership is never top-of-mind with members and that AEA Europe's online membership registration system could be more user-friendly.

The council have been working on solving this issue for several years, mainly by increasing the added value of our membership. For example, SIG-webinars were introduced, addressing topics and themes which are of interest to members. And in addition to this, the website was redesigned twice. Recordings of SIG-webinars held in the past, for instance, are now available for all members to approach.

All these measures did not have the desired effect. This led the council to the conclusion that payment processes need to be streamlined even more and that the member registration system needs to be further improved. To achieve this, the council have decided to outsource and further professionalize the operational financial work from 2022 onwards. Easy Conferences, the company who have been handling the conference subscriptions and logistic and administrative preparations for several years already, will become responsible for collecting the membership fees. The council expect that this will help to finally close this persistent issue. We will address the concrete results of this action in the 2022 financial report.

Marginal positive result for 2021

There is a marginal positive result of € 1.056 for 2021. Fortunately, the costs of the online conference were substantially lower than expected. Furthermore, meetings of the council and all other committees were held online, so there were no travelling and accommodation costs. Without these two facts, we would have faced a negative result. This is yet again proof that the money lost over the years with uncollectable debtors poses a serious threat to the continuity of AEA Europe in the longer run. This corroborates the decision to outsource the financial administration to EasyConferences.

Sponsoring

The total income of sponsoring of the 2021 online festival comes from Better Examinations (€ 1500; main sponsor package), VRETTA (€ 1500; main sponsor package), Grademaker (€ 1000 sponsoring the pre-conference workshops), AQA (€ 500 for the Kathleen Tattersal New Researcher Award), Pearson (€ 500, sponsoring the conference website) and GA Partnership (€ 200 for digital conference bag insertions).

Table 3a; Operating Budget (in Euros)

	Report 31-12-2020	Budget 2021	Report 31-12-2021
Income			
Subscriptions (Corporate)	16.975		16.150
Subscriptions (Individual)	3.720		4.050
Subscriptions (Student/Retired)	915		925
Subscriptions	[21.610]	30.000	[21.125]
Uncollectable debtors	-14.450		-12.360
Conference/Online Festival Income	0		42.700
Conference/Online Festival Sponsoring	1.540		3.700
Interest deposit account	8		8
	8.708		55.173
Expenditure			
Council Meetings	2.759	3.000	0 ¹
Administration (Secretariat and Treasury)	18.959	10.000	9.930
Online Festival Expenditure	6.426		
Conference 2021 Expenditure	0 ²	47.400	36.591
Professional Development Committee	0	2.000	0 ¹
Communications Committee	0	1.500	0 ¹
Scientific Programme Committee	0	1.500	0 ¹
Website maintenance/software	13.697	8.000	6.311
New researcher award	500	500	500
Audit Committee	0	0	0
Promotional activities	0	0	0
Participation fund	0	0	0
Miscellaneous	541	100	0
Bank costs/ PayPal Charges	886	1.000	784
	43.767		54.112
Surplus	-35.059		1.056

¹ All council and other committee meetings were held online in 2021

² In the financial report for 2020 here a payment of € 3.391 was reported, but that has been reserved for the 2022 conference

Table 3b; Profit and loss overview online conference (in Euros)

Income	Euro per unit	#	Total
<i>Early Registration fees</i>			
AEA-Europe Full Member Fee	200	108	21.600
Non-Member Fee	300	18	5.400
AEA-Europe Retired Member Fee	100	7	700
AEA-Europe Student Member Fee	50	14	700
Participating Sponsor	200	7	1.400
<i>Late Registration fees and other income</i>			
AEA-Europe Full Member Fee	250	32	8.000
Non-Member Fee	350	5	1.750
AEA-Europe Retired Member Fee	150	1	150
AEA-Europe Student Member Fee	75	4	300
Participating Sponsor	200	5	1.000
Registrations covered by AEA Europe		7	
Cancellations		5	
Pre-Conference Workshop Fee	50	34	1.700
Sponsoring			3.700
			46.400

Total number of attendees: **213**

Expenditure	Euro per unit	#	Total
Down payment EasyConferences			1.000
Irish night			9.471
Online yoga lessons			467
EasyConferences – online registration, assistance etc. up to 200 participants			15.000
EasyConferences – online registration, assistance etc. over 200 participants	20	13	260
Audio-visual equipment			1.800
Platform connecting submission system with Zoom			1.200
Handbook, Proceedings/Book of Abstracts, Digital Bag			1.500
Zoom license purchase, set up, demo rooms and support during the conference			650
VAT 19% EasyConferences ³			3.878
Bank charges (2,5%) EasyConferences ⁴			1.060
Miscellaneous ⁵			300
			36.591
Surplus			9.809

³ 19% of € 20.410, being the total of the specified costs

⁴ 2,5 % of the total conference fee income

⁵ 6 times workshop discount of € 50

Table 4; Balance sheet as of December 31, 2021 (in Euros)

<u>Assets</u>	Bank (Rabobank)	23.590
	Deposit	81.725
		105.315
<u>Prepayments and receivables</u>	Unpaid subscription fees '20 & '21	10.330
	Unpaid subscription fees '21	5.630
	Prepayments Dublin	8.391
	Subscriptions paid in advance	50
	Debtors	18.247
		42.648
<u>Payables</u>	Secretariat 2021	-9.930
<u>Sundry</u>		-32
<u>Net Assets</u>		138.001
<u>Equity</u>	Retained profits (31-12-2020)	139.057
	Surplus / Deficit 2021	1.056
<u>Total Equity</u>		140.113

The total amount of assets on December 31, 2021, is € 140.113. On December 31, 2020, the total amount of assets was € 101,331.

The prepayments and receivables consist of outstanding subscriptions for 2020 and 2021 (€ 10.330 for members who have not paid for two consecutive years and € 5.630 for members who have not paid for 2021), a first advance payment made in 2019 for the postponed 2020 Dublin conference (€ 5.000), a second advance payment made in 2020 to the organizers of the Dublin conference (€ 3.391) and a fee for 2022 membership already paid in 2021. Under debtors there is an unpaid 2021 conference sponsor fee (€ 200) and a still to receive amount of € 18.247 from EasyConferences as a conference surplus. The payables entail 2021 costs for the Secretariat for which no invoice was received in 2021 (€ 9.930). Sundry refers to relatively smaller items that have been paid in 2020 but relate to 2021, or to relatively small items that should have been paid in 2020 but were/are to be paid in 2021. Sundry for 2021 amounts to -€32, for bank costs for 2021 that were paid in 2022 (€32) and interest from the deposit account that was received in 2022 for 2021 (€8) and interest from the deposit account that was received in 2021 for 2020 (-€8).

Proposed Business Plan 2022-2024

The Business Plan as presented in last year's annual report has been updated. The Business Plan 2022-2024 as presented in this annual report is comparable to the Business Plans of the last years. Like its predecessors, it is based on the principle that the Association has to maintain reserves to be at least equivalent to the funding of 18 months of normal activities (council and committee meetings and a reasonable amount to be used as deposits for conference arrangements). Note that, the

budgets for 2022 onwards are drawn up in the expectancy that the covid-pandemic will not restrain us from organizing in-person conferences. Note furthermore that due to inflation the council may have to decide to increase membership and conference fees.

If the assets will increase more than stipulated in this Business Plan, the Council will decide, in consultation with the General Assembly, how the Association could benefit from better than foreseen financial results, taking the conservative financial policy into account. The projected budgets for 2022-2024 are based on the structural financial results of the last years. The assumption is that no major incidents will take place in 2022, 2023 and 2024, that the Corona pandemic will be something of the past and that there will be no other global calamities.

Table 5 Business Plan 2022-2024; Budgets

	2022	2023	2024
Income			
Subscriptions	32.000	34.000	36.000
Conference revenue	15.000	15.000	15.000
	47.000	49.000	51.000
Expenditure			
Council ⁶	6.000	6.000	6.000
Administration (secretariat, treasury & EasyConferences costs)	19.000	19.000	19.000
Scientific Programme Committee	1.500	1.500	1.500
Professional Development Committee	2.000	2.000	2.000
Communications Committee	1.500	1.500	1.500
New Researcher Award	500	500	500
Website/software	4.000	4.000	4.000
Bank charges/gain loss foreign exchange	1.000	1.000	1.000
Promotional activities	2.000	2.000	2.000
Participation fund	5.000	5.000	5.000
Miscellaneous	100	100	100
	42.600	42.600	42.600
Annual surplus (deficit)	4.400	6.400	8.400

Note that:

- The income from subscriptions for the three consecutive years has been increased to reflect the expected increase in membership, because of the extra added value from SIG's and corresponding webinars.
- Expectations are that the costs for EasyConferences handling the financial administration and the website maintenance will be comparable to or lower than the Cito fee and the website maintenance fee for our earlier website host: around € 23.000.
- Since 2017 a provision is made of €5.000 to the Participation Fund to support attendance at the conference for members for whom the subscription costs would otherwise be

⁶ It is expected that council members will have in-person meetings twice a year, next to meeting during the conference and meeting several times online throughout a year. One of the in-person meeting will be the traditional meeting in London; the second one will take place near the conference venue to inspect the premises and prepare for the conference.

prohibitive. The council intend to become more active in drawing attention to the existence of this fund in 2022.