

BUREAU FOR INTERNATIONAL LANGUAGE CO-ORDINATION
HARROGATE, UNITED KINGDOM
MINUTES OF THE STEERING COMMITTEE MEETINGS
2-5 JUNE 2003

IN ATTENDANCE

Canada	Lieutenant Colonel Daniel Guertin
Czech Republic	Lieutenant Colonel Josef Trojan
Denmark	Mr. Eric Gram
France	Lieutenant Colonel Serge Sohet
Germany	Mr. Herbert Walinsky
Greece	Colonel Genikaliotis Konstantinos
Hungary	Dr. Geza Kadas
Italy	Brigadier General Staccioli Augusto
Netherlands	drs Gerard Seinhorst
Norway	Commander Harald Johansen
Poland	Lieutenant Dariusz Cwierzona
Spain	Colonel Jaime de Montoto
Turkey	Colonel Halit Uysal
United Kingdom	Lieutenant Colonel Antony Rabbit
United States	Ms. Sabine Atwell

OBSERVERS

Estonia	Lieutenant Ragnar Koemets
Finland	Mr. Risto Kuokkanen
Latvia	Ms. Inese Preisberga
Sweden	Major Kristina Bring

SECRETARIAT

Chair	Dr. Ray Clifford
Secretary	Ms. Peggy Garza
Secretary for PfP	Mr. Keith Wert

Item 1: Introductions and Recognition of the New Heads of Delegations

Introductions were made and the Chair welcomed the new Heads of Delegations.

Item 2: Completed Action Items from the Last BILC Conference

- a. The BILC Secretariat has posted the Tri-service Word List on the BILC website.
- b. The roster of BILC Conference host nations will be completed through 2010.
- c. New guidelines for submitting National Reports were included in the Joining Instructions for the 2003 BILC Conference.
- d. The BILC Secretary forwarded a list of potential Study Group topics to the Steering Committee after the autumn JSSG meeting.
- e. The BILC Secretariat submitted the Interpretation Document to STANAG 6001 through the NTGSE to the NSA.

Item 3. Spring 2003 JSSG Meeting

The Chairman reported on his attendance at the NATO Training Group/ Joint Services Sub Group meeting. The theme of the meeting was “NATO Transformation.” He pointed out that language training would remain a critical part of NATO during the proposed organizational changes to NATO. He stated he would elaborate on those proposed changes during his opening address to the plenary session of the conference.

Item 4. Status of STANAG 6001

The Chairman reported that NTGSE/Chairman of the JSSG has stated that his office will be submitting the STANAG 6001 Interpretation document to the NATO Standardization Agency within a few weeks.

Item 5. Changes to Future Conference and Seminars

- a. The Chair raised the fact that the accession of seven new NATO members would enlarge the number of attendees to the Conferences. It was unanimously agreed that future delegations to the BILC Conference be limited to four persons. The host country will retain approval authority on exceptions.
- b. Reflecting the changing nature of PfP membership, Germany proposed that the BILC Secretariat develop a new concept of Seminar organization and execution that more clearly reflects the needs of the military language school teaching professionals and places less fiscal responsibility on future hosts, which will include NATO nations. Turkey seconded that motion. It was unanimously approved.

Item 6. Future BILC Meetings

- a. PfP Seminars. Finland plans to host the 2003 Seminar. The tentative theme is: **“Assessing military language training needs: creating language programmes and courses.”** Latvia has offered to host the Seminar in 2004.
- b. BILC Conferences. Future BILC Conferences were agreed to: 2004 France, 2005 Germany, 2006 Hungary, 2007 United States, 2008 Greece, 2009 Italy, and 2010 Turkey.
- c. The Steering Committee discussed possible themes for next year’s Conference. The host country will make the initial proposal for the conference theme, which will be forwarded to the Steering Committee for approval. Possible themes are “Academic, commercial, and national tests of language competence: can they be equated with STANAG test results?” and “Education technology”.

Item 7. PfP Language Training Studies

The BILC Secretary for PfP reported that in February a study of Slovenia’s defence-sponsored language training program was conducted with the participation of experts from the UK and Sweden. A report was submitted to the NATO Training Group, which forwarded it to the International Staff for turnover to Slovenia without circulation to other nations. The UK and Sweden were thanked for their participation in this effort. The members of the Steering Committee were asked to consider nominating experts for another potential study. It was also noted that an emerging area of concern is the development of advanced proficiency (Level 3) courses.

Item 8. Proposal to Review SLPs on NATO Position Descriptions

Canada proposed that as the consultative and advisory body for NATO, BILC bring the following recommendation to the JSSG or appropriate authority for their consideration:

- Job description language requirement levels should be reviewed against the recently promulgated interpretation of STANAG 6001 using formal language needs assessment procedures.

UK seconded the motion. The Steering Committee unanimously agreed.

Item 9. Other Business

- a. Hungary asked that a link to their online Air Operational English Course be placed on the BILC web site. (<http://pfplms.zmne.hu>)
- b. The chair raised the offer of support from the PfP Coordination Cell, Education and Training Branch to assist BILC with the standardization of language training. Germany suggested the idea that perhaps BILC should entertain the concept of a virtual center for language training excellence.

Item 10. Vote of Thanks to the Host Nation

The Chair expressed the Steering Committee's appreciation to the United Kingdom for hosting an excellent Conference.

Action Items:

- a. BILC Secretary will change the BILC Constitution and Rules of Procedure to reduce delegation size from five to four as agreed to in paragraph 5.a.
- b. BILC Secretary for PfP will develop a new concept for the PfP Seminar and report to the Steering Committee at the next conference.
- c. The Chair will carry forward the proposal on language needs analysis in paragraph 8 to the NTG through the JSSG at the Fall 2003 meeting.
- d. BILC Secretary will post requested documents on the BILC website (Tri-service Word Lists, AAP-6 in different languages, provided on a voluntary basis).
- e. BILC Secretary will post a list of past Conference themes on the website.

PEGGY GARZA
BILC SECRETARY