

**BUREAU FOR INTERNATIONAL LANGUAGE COORDINATION
BUREAU DE COORDINATION LINGUISTIQUE INTERNATIONALE**



ROME, ITALY

Minutes of the Steering Committee

08 June – 11 June 2009

IN ATTENDANCE

Belgium	Dr. Marc Isselé
Bulgaria	Mr. Trajko Stoykov
Canada	LCol W. E. Amirault
Croatia	Mr. Djemal Kadrić
Czech Republic	Col Ladislav Chaloupsky
Denmark	LTC Steen Andersen
Estonia	Ms. Epp Leete
France	Maj Bertrand Ramon
Germany	Dr. Christopher Hüllen
Greece	Capt George Lagoumidis
Hungary	Ms. Anikò Gyuriczane
Italy	Cdr Emiliano Coli
Lithuania	Ms. Ausra Narbutiene
Netherlands	drs. Gerard Seinhorst
Norway	Mr. Ola Berntsen
Poland	LTC Jaroslav Grabowski
Portugal	Capt Carlos Carreto
Romania	LTC Dragos Haralambie
Slovenia	Ms. Melita Djuric
Spain	LTC José M. Lamela Herrera
Turkey	Maj Resul Baltaci
United Kingdom	WG Cdr Martin Exley
United States	Col W. T. Bare
	Dr. Donald Fischer
	Dr. Faith Cartwright

PfP/OBSERVERS

Austria	BrigGen Horst Walther
Bosnia and Herzegovina	Maj Haris Gazic
Finland	Mr. Risto Kuokkanen
Georgia	1stLt Nato Jiadze

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Serbia	Ms. Nevena Lunic
Sweden	Ms. Catrine Modig
NATO HQ (IMS)	Mr. Philip Turner
NATO SHAPE	Mr. Ian Jones
NATO E3A Component	Ms. Laura De Odorico

BILC SECRETARIAT

Chair	Dr. Richard Monaghan
Secretary	Ms. Julie Dubeau
Deputy Secretary	Ms. Jana Vasilj-Begovic

AGENDA

June 08, 2009

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

Introductions were made and the Chairman (CM) welcomed the new heads of delegations.

Item 2: Action Items from the Last BILC Conference

Submit the STANAG 6001, Edition 3 to the NATO Standardisation Agency (NSA)

The above task was accomplished: STANAG 6001 Ed 3 (English and French versions) was officially promulgated by NSA on 20 Feb 09, and is posted on the BILC website at www.BILC.forces.gc.ca

Item 3: Miscellaneous

- a. Subsidies for Partners for Conference - Conference and Seminar Formats
 - The CM informed the attendees that subsidies were available for both BILC events. There is a limited source of funding held by ACT. PfP nations may apply for subsidies for either or both events.
 - The CM canvassed the attendees' interest in changing the seminar format by enriching it with workshops and panels. The new format, if accepted, would expand the professional development dimension of the seminar.
- b. Permanent Host for BILC Website - Password Protection

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- There is a possibility for a permanent, free of charge website host. As the present website is hosted in Canada, the content posted is subject to bilingualism requirements thus causing delays. A permanent website would ensure continuity from secretariat to secretariat. It would contain a series of levels and would be password protected. DLI FLC Assistant Commandant/Commander offered to help with the realization of this project.
- c. Communications – Distribution List - One National POC?
- The Secretariat, which is required to keep an updated list of contacts, discovers often during the distribution process that the information does not reach the intended people. The CM initiated discussion on improving communication within BILC by establishing national points of contact that would ensure proper dissemination of information.
 - The Italian delegate expressed an opinion that the best solution would be to have only one efficient POC per nation, and that POC should not be a person but a designated office.
- d. National Reports – Worth Revisiting?
- The national reports are not submitted in a timely manner. The CM suggested a form be created in which nations would insert appropriate information. The content of the form would be discussed later in the week.
 - The CM asked if anyone would like to add anything to the agenda, and closed day one discussions by thanking the host for the impressive organization of the conference

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Item 4:

NTG/JSSG Priorities assigned to BILC:

- a. Complete the development of the BILC Benchmark Advisory Test (BAT) and begin test administrations to assist nations with standardising their national STANAG 6001 tests against the benchmark.

Discussion: BAT Testing Beyond the ACT-sponsored Allocations

- The CM introduced the topic and emphasized the purpose of the BAT as an external calibration mechanism. He initiated discussion on the future use of the BAT.
- As the BAT is delivered by a private contractor (ACTFL), the Danish delegate stated that it would be illegal for his staff to participate in a private enterprise, and under such conditions would have to remove his staff from further BAT development. Even though

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the Danish staff cannot participate in a project run by a private company, Denmark still supports the BAT project.

- The Estonian and Hungarian delegates stated that they found it difficult to motivate their test candidates to take two sets of tests. Both nations expressed their continued support of BAT development.
- The ACO delegate mentioned that there were still many posts in NATO requiring level 4, and none requiring level 1; therefore, it would be useful if further BAT development encompassed level four as well. Discussion ensued. This request was not supported by other members of the committee.
- As a new attendee of BILC, Portugal did not have a position on the BAT.
- The Italian and the Czech delegates expressed their satisfaction with the benchmarking process.
- The CM mentioned the cost of \$ 200.00 for BAT administration across the four skills and stressed that the fee contained no profit. He inquired whether nations would be willing to spend approximately \$ 4000.00 every three years for 20 test administrations.
- Some nations expressed a view that through regular contributions to NATO they have already “paid for” the BAT and would not be willing to pay again. Several other nations showed reluctance to commit such funds.
- The CM inquired whether ACT should be approached with a request to cover these costs; however the ACO delegate expressed a strong doubt that a NATO command would agree to fund national benchmarking.
- The NATO/IMS representative suggested that any request to ACT for further funding for benchmarking should stress the links with interoperability. Moreover, to achieve further funding, it was also important that nations were unanimous in their support of the BAT.
- The Croatian delegate stated that the money spent on the BAT would not be an issue if the results yielded were meaningful. The BAT is a welcome project.
- Dr. Clifford stressed the need for further item development in order to prevent test compromise.
- Ms. Peggy Garza mentioned the availability of the Advanced Language Testing Seminar (ALTS) as a standardizing instrument. One aspect of this seminar is further standardization of testing.

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- b. ACO/ACT “*Taskings*” –
-Report to ACT on ACO Tests (complete)
- The secretary reported on the tasking to investigate the availability of tests for ACO. The BILC Secretariat conducted a search of private companies who claimed to be able to produce NATO STANAG 6001 compliant tests. After examining what the private sector had to offer, the BILC secretariat concluded that the tests in question were not proficiency tests as understood by BILC. Therefore, the BILC Secretariat could not make any recommendations on commercial test development capacities.
- Language Analysis of NATO CE posts
- NTG tasked BILC to conduct a preliminary analysis of the linguistic requirements linked to CE (crisis establishment) posts. BILC expects to submit a report in November. A multi-national working group composed of the representatives from Canada, UK and Slovenia, as well as the former BILC chairman is working on this project.

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- c. JSSG Advisory Team Suggestions -
-Two issues are being explored through the Study Groups this week:
- A study group is discussing the feasibility of founding a Centre of Excellence, and will report on its findings on the last day of the conference.
 - Another study group is exploring the potential development of an Advanced Distributed Learning (ADL) Course in English for Military Operations and will also report on its findings on the last day of the conference.
- d. Comparative study of STANAG 6001 Ed 3 and CEF-R (not started)
- The CM mentioned that BILC has been requested to conduct a comparative study between the NATO STANAG 6001 and CEFR. As both scales are used in some nations, a comparative study would be welcome.
 - The Slovenian delegate mentioned that a study group had previously attempted to make comparisons, but the topic proved too complex for the allotted timeframe.
 - The Secretary emphasized the need to employ proper methodology and produce a formal document. The Secretariat will look into generating a report internally, as well as into the possibility of finding a consulting body. This will be mentioned in the report submitted in October to JSSG.

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- The CM reintroduced the subject of the BAT and the benchmarking process. The nations agreed that the results of the benchmarking process should remain private, and only given to the individual nations. The Italian delegate suggested that for statistical purposes data might be reported anonymously.

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- The CM returned to the topic of BAT by reading the Slovakian comments on the financial aspects of the BAT: i.e., NATO should continue paying for the BAT. The BAT should be administered on a rotational basis, i.e. every 3 years.
- The CM reiterated that the BAT administration costs covered test scheduling and coordination, administration, training and payment of testers/raters. The cost of item maintenance is above and beyond this cost of \$ 200.00 per test. He also stated that in order for the Secretariat to speak to ACT on behalf of the SC, a resolution indicating that the BILC Steering Committee endorsed the use of BAT to align national tests would be required.
- The German delegate proposed the following resolution: “Germany moves that BILC members continue to create test items for BAT as voluntary national contributions and that BILC will look into further use of the BAT after the first round of tests has been completed by nations participating at present”. The motion was seconded by the UK, and accepted unanimously.
- The CM returned to the topic of seminar formats. The Danish delegate stated that Denmark was already planning to introduce a change in the seminar format by clustering presentations and organizing panel discussions among the speakers of related presentations. The CM welcomed the innovation and suggested that other format possibilities be explored as well.
- The CM reintroduced the topic of national reports and it was agreed that a uniform format should be used. The CM proposed that a study group at the next BILC conference in Turkey discuss this. The Czech delegate agreed to lead the group.
- With regard to the STANAG-CEFR comparative study, it was agreed that a study group at the BILC conference in Turkey would evaluate the already existing analyses, and recommend the course ahead. In the meantime, the Secretariat would appreciate receiving copies of the existing studies, and, as the Slovenian delegate suggested, some preliminary work could be accomplished through e-mail. The Secretariat would also explore the possibility of engaging a consultative body to conduct an analysis.

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e. Conferences and Seminars - Volunteers

2010 conference: Turkey

2011 conference: Lithuania

2012 conference: Czech Rep.

2013 conference: *Croatia*

2010 seminar: Bulgaria

2011 seminar: *United States – (DLIFLC)*

2012 seminar: *Slovenia*

2013 seminar: *Sweden*

2014 seminar: *Germany*

- The CM gave an overview of the future conference and seminar hosts up to 2012. Dr. Fischer volunteered Monterey, California as the locale for the 2011 seminar. The Czech Republic confirmed that it would host the 2012 conference; Slovenia offered to host the 2012 seminar, and Germany and Sweden offered to host the 2013 seminar, with Germany then agreeing to host in 2014. Croatia volunteered to host the 2013 conference. All volunteers will reconfirm their commitments next year.
- The CM mentioned that the BILC Secretariat would be in favour of moving to earlier dates for the conference (between the end of April to the end of May) to keep the costs down and reduce intrusions on work cycles.
- The CM ended the meeting by expressing, on behalf of the Steering Committee, his most profound thanks to the hosts for their superb organization and overwhelming generosity. These remarks were supported wholeheartedly by the Steering Committee and observers.

End of Minutes

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