

CCUE SUPPORT FOR PROFESSIONAL CONFERENCES AND EVENTS

Prior to the OGM in November 2000, the Executive was approached by a member of the Council seeking support for a proposed conference on a theme of wide general interest to the subject body. The Executive took the view that in principle CCUE should modestly support such ventures when they did indeed offer something of general and professional (as distinct from specialist) interest. This view was put to the membership at the OGM and supported. The Executive was charged with drawing up protocols governing the offering of such support and these are given below. It is our intention to consider supporting events which meet these criteria forthwith and applications are invited.

Guidelines for Conference Support

The CCUE Executive regularly receives requests to support or endorse conferences organised by member institutions. In recognition of the desirability of combining CCUE, English Subject Centre and HEI resources, CCUE has agreed to provide limited support (financial or otherwise) for a small number of conferences each year that address professional and subject-related issues of broad interest to members. This support is offered in addition to the resources already available to member institutions e.g. access to the ESSE mailing list and listings on the CCUE web-site. As any financial contribution will almost certainly be very modest, applicants are encouraged to seek support from additional sources in advance of making an application.

Conditions

1. Conference organisers should consult with the Director of the Subject Centre for English at the planning stage of the conference to avoid potential duplication.
2. Conference organisers are encouraged to involve postgraduate students where appropriate.
3. Conferences given financial support will carry the CCUE name on their publicity material and programmes.
4. Conference organisers should provide the CCUE Executive with an outline of the conference programme, including dates, venue and costings substantially in advance of the proposed date for the event.
5. Conferences which have a regional agenda or which foster inter-sector links (e.g. which have school and college teachers as part of their target audience), will be eligible for support.
6. A report on the conference, with a statement of accounts, should be submitted to the Treasurer of CCUE within two months of the event. If the conference should make a profit then all or part of the CCUE grant should be returned.

Potential applicants should note the need to check with the Subject Centre to ensure that potential duplication is avoided at an early stage. This is easily done by contacting Phillip Martin, Subject Centre Director at P.Martin@rhbnc.ac.uk However, decisions about whether support will be forthcoming or not will be entirely a matter for the CCUE Executive. It may be helpful to know that, on average, the Executive meets three or four times a year in, approximately, March, May, September and early December. Applications should be received in advance of meetings for prior circulation. Initial enquiries might be addressed to the Chair, currently Rick Rylance (r.rylance@anglia.ac.uk).