ACLA Annual General Meeting Minutes/Rendu-compte de l’Assemblée générale annuelle de l’ACLA

University of Victoria
June 4, 2013; 9:05 a.m.
McLaurin Buiding, D288

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**Present:** Aquino, Silvia; Arnett, Katy; Arnott, Stephanie; Balcom, Patricia; Bournot-Trites, Monique; Derwing, Tracey; Dicks, Joe; Garbati, Jordana; Guardado, Martin; Hernandez Wilson, Jaqueline; Huang, Li-Shih; Karim, Khaled; Kennedy, Sara; Kristmanson, Paula; Lavoie, Constance; Li, Jia; Ma, Jun; MacPhee, Mary; Mady, Callie; McGarrell, Hedy; Munro, Murray; Paredes, Sofia; Ranta, Leila; Roy, Allan; Roy, Sylvie; Sarkar, Mela; Thomas, Alain; Thomas, Lynn; Tian, Jun; Tsedryk, Alexandra; Turnbull, Miles; Wernicke, Meike; Zappa, Sandra.

1. Callie welcomed the members and called for approval of the agenda. Constance Lavoie moved and Meike Wernicke seconded motion to approve the agenda. Unanimously passed.

2. Callie invited members to read the minutes. Hedy McGarrell moved and Allan Roy seconded motion to approve minutes. Vote passed, with two abstentions.

3. Callie presented the president’s report (Appendix A). She thanked Mela Sarkar and Li-Shih Huang for preparing and managing the ACLA 2013 conference. She also thanked the rest of the executive for the job they had done over the year. Callie invited comments or questions. No comments or questions.

4. Because Shelley Taylor, the Secretary-Treasurer, was on a research trip, Mela Sarkar presented the secretary-treasurer’s report (Appendix B). Mela emphasized that the finances were in good shape because the CJAL had received a SSHRC grant and did not need $10,000 funding every year, but that the grant would end in Feb. 2015. She also noted that ACLA had more members, but if we reached 225 members, fees for association with AILA and the CFHSS would be lower. Mela asked for questions. Joe Dicks noted as a point of clarification that the University of New Brunswick had sponsored breakfast and coffee breaks at the ACLA 2011 conference. Monique Bournot-Trites asked about the availability of student travel grants. Sara Kennedy said that CFHSS had stopped providing funding for these grants at the end of 2012. Miles Turnbull stated that it would be wise to think about the finances for the journals, and that membership fees were too low. Sara Kennedy encouraged members to persuade two colleagues or students to join ACLA. Callie suggested that a motion could be put forward later to increase membership fees.
5. Martin Guardado presented the communication officer’s report (Appendix C). He thanked the members of the executive for their input, feedback, and advice for the website mockups. He reported that the current ACLA logo was out of date and low-resolution. He had been surprised by the high cost of an estimate by a graphic designer for logo redesign. Martin moved to modernize the logo, with Paula Kristmanson seconding. The vote passed unanimously. Martin then showed two versions of the logo redesigned by Martin’s son and moved to choose the green version, with Tracey Derwing seconding. The vote passed to choose green, with two opposed. Martin then showed a mockup of a new ACLA website and discussed the process of choosing that template and host, based on cost, access to analytics, user-friendliness, and multilingual functionality. The current mockup was created by Martin’s son with Wordpress, hosted on Dreamhost, which was easy to update. Martin said that the current subscription to Futurequest host would not be renewed in the new host and template were chosen. Miles encourage the executive to make changes to the online presence as they saw fit. Martin stated that although the new site didn’t have content yet, when it did and was complete, the host would be changed and the site would be migrated to aclacaal.org domain. Paula thanked Martin for all his work on the website. Social media – Martin asked for pictures from conference to upload to Facebook page to populate it with content and enhance the visibility of the association in order to get more members and more conference attendees. He encouraged members to send content links to which would be interesting to tweet to @ACLA_CAAL so that the ACLA Twitter account could tweet the links.

Li-Shih entered the room and Callie thanked her publicly for her work on the conference.

6. Joe Dicks and Paula Kristmanson presented the journal editors’ report (Appendix D). Joe thanked Miles for helping with the CJAL transition to UNB and stated that moving the site from being hosted at UPEI to UNB had been complicated, though many issues had been resolved. The journal was now on 2 sites because of some 2012 manuscripts which were still in the review or publishing process. When those were completed, all content would be moved to the UNB site. Question about the number of articles published by Canadians, in order to meet SSHRC conditions. Miles stated that in 2012, 16 authors from 6 different Canadian institutions and 4 foreign institutions were published in CJAL. Paula stated that Karla Culligan, the associate/managing editor, had been invaluable to journal operations and thanked her and Josee Le Bouthillier for her French-language copy-editing. Volume 16, issue 1 was now being published as soon as each article was ready. The issue would close with 8-10
articles, including a special article from the ACLA 2012 keynote. Many manuscripts were currently being revised. The editors stated that it was difficult to find reviewers and encouraged members to register as reviewers and to suggest names of potential reviewers in order to increase the database of reviewers. Finances – Joe stated that without SSHRC grant, the journal would not be in operation. If the funding opportunity still exists, the editors will apply as early as possible. If the funding doesn’t come through, the editors don’t know what can be done to keep operating.

The editorial advisory board has been updated and has played some role in pre-screening manuscripts in-house before they are sent out for review. The editors do a lot of this. Paula stated that many manuscripts have been coming from the Middle East, with different writing styles and conventions. Joe suggested that members inform new scholars or grad students about reasonable timelines for review of manuscripts so that expectations are not unrealistic. Mela asked about a possible mentorship program for scholars from developing countries who submit. Paula responded that a few journals do that but it requires a great deal of human resources and it was not possible for CJAL. Mela suggested a mentorship corner staffed by volunteer ACLA members. Miles suggested that a Saudi Arabian university might be willing to sign an agreement where ACLA provides mentoring to its scholars and the university provides funding to ACLA.

The editors said that the stated scope of CJAL was too broad and that the executive and editors would reflect on CJAL’s mandate in order to make the scope more focused.

7. Callie talked about preparations for this year’s and next year’s conference (see Appendix E), stating that the proposal submission for next year’s conference would be on LinguistList. Tracey Derwing asked that a criterion for evaluation focus on whether the proposal has complete results, as she had seen some presentations this year without results. Miles suggested a category of proposals for roundtables, works-in-progress.

8. Callie presented the nominating committee’s report (see Appendix F). Stephanie Arnott was acclaimed as the new Secretary/Treasurer for 2013-2015, and Shelley Taylor was thanked for her past work as Secretary/Treasurer.

9. Paula moved to accept the reports as presented, with Monique seconding. Vote passed.

10. Miles moved to raise the regular membership fee to $125 (CDN), with international membership raised to $125 (US) and students’ fees remaining at $40. Callie stated that the membership for regular members was now $90 (CDN). Mela seconded and requested a friendly amendment, that scholars from low-GDP countries pay lower fees ($125 CDN). Hedy asked how the
proposed amounts were arrived at. Miles said that $125 CDN sounded appropriate to him and was slightly higher than CSSE fees. The vote for higher fees passed, with one abstention.

11. Callie called for motion to adjourn, moved by Hedy and seconded by Joe. Vote passed. Meeting adjourned 10:00?
Appendix A
Rapport de la présidente

Mon travail cette année a consisté principalement à me réunir avec la direction afin d’améliorer notre organisation et à préparer la conference de cette année.

As an executive we have had three meetings in between last conference and this. With a view to improving the organization based on your feedback we sent out an informal survey which 75 people viewed and 22 offered responses 15 in English and 7 in French. Suggestions were discussed with the executive and implemented where possible. For example, keynote presenters were invited to do their presentations bilingually where possible where they would present in one language and have slides in the other. Other suggestions have been partially undertaken-one being having opportunities for graduate students. This year we offer a graduate student symposium, in the future we are looking forward to offering them more support-perhaps by offering a breakfast with established researchers. We also took your advice and expanded advertising of the conference this year-targeting in particular western Canadian and American universities. Martin took your suggestions regarding the website so I will let him share his progress with you as well as Joe and Paula’s with the journal.

I want to thank Mela Sarkar and all the reviewers, for abstracts adjudication. Mela did an extraordinary job organizing the paper presentations into categories, which is particularly useful with a fuller program.

Je veux également officiellement remercier Li-Shih Huang de l’Université Victoria qui m’a aidé à organiser la reception, a fourni des renseignements pour le site de la conférence et a organisé des bénévoles à nous aider.

I also want to thank the Office of Francophone and Francophile Affairs for their financial contribution to the reception.

Sara Kennedy spent numerous hours writing grant applications. This time consuming task has been particularly appreciated as we seek funds outside of congress-where congress provided us funds to support graduate students in the past they are no longer doing so.

Martin and his team has also put great effort and care into improving our communication so thanks to them. You will see the fruit of the labours with Martin’s report.

And, thank you to Joe Dicks and Paula Kristmanson and their team at UNB for their work with the Journal, the Canadian Journal of Applied Linguistics. It is due to their hard work that the journal has made a smooth transition between editors.
In addition to last night’s ACLA reception, tomorrow evening we also have a president’s reception to which you are invited.