

## **MINUTES/COMPTE RENDU**

**ACLA Annual General Meeting – Assemblée générale annuelle de l'ACLA**

**Tuesday, June 20, 2006 – mardi le 20 juin 2006**

**Hôtel Hyatt, Montréal, QC**

### **Present/présents :**

Monique Bournot-Trites, Steve Carey, Catherine Caws, Marion Chang, Laura Collins, Diane Dagenais, Ping Deters, Chantal Dion, Jean-Marie Focroulle, Claude Germain, Daniele Guénette, Marie-Josée Hamel, Eve Haque, Trude Heift, Jim Hu, Gladys Jean, Sylvia Kennedy, Penny Kinnear, Hélène Knoerr, Marc Lafontaine, Sharon Lapkin, Marna Lew, Xuemei Li, Grit Liebscher, Roy Lyster, Dean Mellow, Joan Netten, Robert Papan, Susan Parks, Leila Ranta, Léonard Rivard, Marian Rossiter, Sylvie Roy, Mela Sarkar, Mathias Schulze, Daphnée Simard, Merrill Swain, Ulrike Tallowitz, Ron Thomson, Marie-Josée Vignola, Alysse Weinberg

### **1. WELCOME**

- Sharon Lapkin chaired the AGM and welcomed the 40 members in attendance.

### **2. APPROVAL OF THE AGENDA**

- Moved by Leila Ranta and seconded by Marie-Josée Hamel. All in favour.

### **3. APPROVAL OF THE MINUTES**

- Approval of the minutes of the 2005 AGM held in London, Ontario, was moved by Trude Heift and seconded by Marie-Josée Hamel. All in favour.

### **4. BUSINESS ARISING**

- There was no business arising from the minutes.

### **5. PRESIDENT'S REPORT (SHARON LAPKIN)**

#### ***5.1. Membership Drive***

- By the end of the last conference, in June 2005, the membership in the Association had doubled and, including 5 life members, it stood at 203. We hope to maintain that number, though at the time of writing, renewals are trickling in at a disappointingly slow rate. For the first time we did a non-electronic mailing to members of the Association in the fall of 2005 to promote the joint conference of 2006 and to urge them to renew their membership.

#### ***5.2. Conference 2006***

- The program of the joint conference in Montreal is most impressive. We do not yet have an exact count of Canadian participants; but the overall statistics follow: Paper submissions to the conference totalled 885; 555 of these were accepted (acceptance rate = 63%); French paper submissions totalled 47; of these 27 were accepted for a rate of 57%. Colloquium paper submissions totalled 178; of these 150 were accepted for a rate of 84%. French colloquium

papers submitted totalled 6 and all of these were accepted. With two plenary sessions and two invited colloquia featuring Canadian research, our hope that Canadian research in applied linguistics would be showcased at this first-ever joint conference has been realized. Funding provided (see below) to CAAL by two agencies allowed our Association to be a partner not only in name, but also in fact: we have contributed substantively not only to the conference planning, but also financially (e.g., to the travel costs of plenary speakers who are usually generously treated by AAAL).

### **5.3. Funding Applications**

- Roy was successful in securing a grant (Official Languages Research and Dissemination Program: Workshop and Conference Grants) in the amount of \$30,000. from SSHRC for the joint conference. The grant supports plenary speakers' travel and accommodation, equipment costs, some graduate assistance, and some promotion; it also includes some support for a special issue of the *CJAL* to include papers selected from the Canadian contributions to the conference.
- Sharon obtained \$11,000. from the Department of Canadian Heritage to support conference-related activity. These monies have been allocated to translation, our website, operational costs (e.g., postage, teleconferences), and some travel.
- Sharon has also applied to Canadian Heritage to fund a special symposium at the 2007 conference in Saskatoon. It is an invited symposium on teacher education with special reference to FSL organized by Miles Turnbull and Sylvie Roy. We hope to have a decision on that grant shortly.

### **5.4. Conference 2007 Planning**

- Plans for the 2007 conference, which will held June 1-3 in Saskatoon, are shaping up nicely. Fred Genesee, Lucille Mandin and Bonny Norton have agreed to give plenary addresses. Hossein Nassaji is organizing an invited symposium on form-focused instruction, and we mentioned the FSL teacher education symposium above. We are fortunate that Richard Julien of the Faculty of Education of the University of Saskatchewan has agreed to be the local arrangements coordinator for the conference.

### **5.5. Policy Initiatives**

- The constitution is in need of attention, and Roy has prepared a draft for the consideration of the Executive Council at its Montreal meeting. In 2007, the revised document will be presented to the membership for ratification. An electronic vote held this spring resulted in our combining the roles of Secretary and Treasurer – and we will re-think the responsibilities of other Executive Council members so that the work is more equitably distributed.

### **5.6. Steve Carey as Honorary Member of ACLA**

- Sharon reported that Steve Carey had been nominated as Honorary Member of ACLA by the Executive Council. All were in favour.

## **6. PROPOSED CONSTITUTIONAL CHANGES (ROY LYSTER)**

### **6.1. Proposed Changes to the Constitution**

- Proposal #1: That the Association's official acronym be ACLA. [Following AILA's tradition of maintaining its French acronym, this proposal is to avoid the use of CAAL which has been confused with CALL and CAL (Center for Applied Linguistics in Washington, DC).]

- Proposal #2: That the general objective of ACLA be the promotion in Canada of research and teaching in all fields of applied linguistics. [The current constitution identifies specific areas.]
- Proposal #3: that ACLA maintain its five honorary members but no longer appoint new honorary life members; types of membership therefore would include only regular and student. [ACLA is rather small to accommodate life members and will instead encourage active membership.]
- Proposal #4: That the term of office for EC members be extended from 2 to 3 years. [Because ACLA is a small association with minimal infrastructure and only one EC meeting per year, two years are too brief for EC members to become sufficiently familiar with their tasks and to make significant contributions.]
- Proposal #5: That the structure of the EC be changed so that:
  - there will be one VP instead of two [following the Nominating Committee's recommendation];
  - there will be an elected Communications Officer (Agent de communication) instead of an appointed Webmaster [to reflect the every-increasing importance of this task];
  - the positions of Secretary and Treasurer have been merged into one position [already approved June 2006].
- Proposal #6: That changes to the responsibilities of EC members include the following:
  - the President will chair the Conference Program Committee;
  - the Vice-President will be responsible for taking, distributing, and maintaining a record of the minutes of EC meetings and the AGM;
  - the Member-at-Large will coordinate translation services deemed necessary by the Association to balance its use of both official languages.

## **6.2. Results**

- The changes proposed in items 1, 2, 5, and 6 were approved.
- Item 3 was rejected; instead ACLA will maintain its current categories of membership: regular, student, and honorary.
- Regarding item 4, it was suggested that ACLA implement the practice of having the Vice President become President. It was also suggested that, if this were the case, then two-year rather than three-year terms would be more appropriate.

## **7. TREASURER'S REPORT (GLADYS JEAN)**

- ACLA's surplus at the beginning of 2005 was \$13,438. Revenues in 2005 totaled \$32,865 and expenditures totaled \$27,643. The surplus at the end of 2005 was \$18,660, an increase of 39% from the previous year.
- Approval of the financial report was moved by Léonard Rivard and seconded by Merrill Swain. All in favour.
- Approval to keep the same auditors (MacCormac & Co.) for 2006 was moved by Robert Papen and seconded by Chantal Dion. All in favour.

## 8. JOURNAL EDITOR'S REPORT (HÉLÈNE KNOERR)

### 8.1. *Publication Schedule and Facts*

- Volume 8 number 2 (2005) was published in the fall, with four articles (2 in English and 2 in French). Table of contents and abstracts are posted on our web site. This was Patricia Balcom's last issue as Co-Editor.
- Volume 9 number 1 (Spring 2006) is hot off the press also with four articles (2 in French and 2 in English) as well as five book reviews. This is the first issue for Susan Parks as Co-Editor.
- Le volume 9 numéro 2 (automne 2006) sera notre premier numéro conjoint et notre premier numéro thématique. À l'automne 2005, l'Université de Moncton a été hôte d'un congrès international sur les Méthodes en dialectologie à l'intérieur duquel Robert Papen de l'UQAM et Gisèle Chevalier de l'Université de Moncton ont organisé un symposium de deux jours qui portait sur toutes les variétés de français en Amérique du Nord. Vu la qualité des communications, les organisateurs sont entrés en contact avec la rédaction de la *RCLA* et celle de la *Revue de l'Université de Moncton* en vue de publier un numéro spécial d'une quinzaine d'articles dont ils assureront la direction.
- Il est prévu de publier un autre numéro thématique en 2007, co-dirigé par Sharon Lapkin et Roy Lyster, qui en assureront le financement. Il s'agira cette fois d'un numéro hors série consécutif au symposium qu'ils organisent dans le cadre du congrès de cette année.
- Submissions are coming in at a regular pace, but they are still far from overwhelming. Overall rejection rate is 60% for the 2005-2006 period (both French and English articles).
- Both updated versions of the Guidelines for Authors were published in 8.2 and are posted on the Journal's Web page.

### 8.2. *Journal Production and Distribution*

- We approached U of T Press in order to explore the possibility to have them produce the Journal. Although the Journal meets the criteria of U of T Press they will not be able to consider including us before 2008 because of budget constraints.
- Upon consultation with the Advisory Committee and the CAAL Executive an agreement has been signed with EBSCO regarding the inclusion of CJAL in EBSCO products. We retain all right, title and copyright and we acquire greater visibility since information about the Journal will be available to major search engines. We will receive 20% of the net revenue collected. It is hoped that the greater visibility made possible through EBSCO will generate more institutional subscriptions and in turn more quality submissions.

### 8.3. *The Journal on the Web*

- The newly redesigned CAAL homepage gives the Journal much more visibility. All tables of content and abstracts are posted on the Journal's web page, along with the Guidelines to Authors, a PowerPoint presentation explaining the editorial process and giving suggestions on *How to get published in the CJAL*, and information about the Editorial Advisory Committee.
- Digitizing the back issues of the CJAL has been discussed since 2002, and there might be an interesting development. I have been contacted by John Willinsky, whose work on journal publishing and open access through the Public Knowledge Project UBC and SFU is well-known, about a proposal from the Chief Engineer of Google Scholar to have Google digitize complete sets of back issues for Canadian social science and humanities journals. The digitized copies of the back issues would be placed online in an open access format at no cost to the

journal publisher and with free access for scholars, teachers, policymakers, and readers everywhere. The association would retain copyright, and the right to pull out of this project at any point. We would remain free to decide how far back we want to go in terms of back issues. This project is still at the consulting stage.

- Hélène contacted ERUDIT in order to explore the possibility to go online using their platform. Subscriptions to the *Érudit* collection are offered to library consortiums and subscription agencies. This option needs to be fully examined before recommendations can be made.
- The CALJ has launched a very lively discussion among its members on the topic of Open Access, which is quite relevant to us since we've been contemplating going online for a number of years now. The objective of the discussion is to get all CALJ members to answer the following questions: is there a general sense that open access will impact revenues negatively? What initiatives/plans do journal members have to offset any potential loss in revenue? Are there print journals that are considering a switch to electronic only? It is hoped that all members will put forward their experiences and arguments in favour or against the online move.

#### **8.4. Journal Budget**

- The Journal officially has a separate budget comprised of the funds we receive from SSHRC, 100% of institutional subscriptions, a set portion of individual memberships, the royalties from CANCOPY as well as the sale of back issues.
- Production costs (typesetting and printing) are within our projections (as projected in the SSHRC Grant Application for 2005-2008). Subscriptions and royalties from CANCOPY and Copibec cover these costs.
- The SSHRC grant is \$ 4 738 for 2005 and \$ 3 916 for 2006 and 2007.
- Following the merging of the secretary and the treasurer positions, it will be necessary to hire a student to handle institutional subscriptions and queries as well as to mail the Journal and the AILA Review to our members. This should take about five hours each month.
- Subscriptions: General paid subscriptions are 166 as of June 2006 (104 regular and 62 students). Institutional subscriptions are low (23 as of March 2006). Efforts should be made to advertise the discounted rate for a 3-year subscription. It is hoped that the inclusion of the Journal in EBSCO products will boost institutional subscriptions.
- It is hoped that the thematic issues will generate revenues for the Journal.

### **9. SECRETARY'S REPORT (ALYSSE WEINBERG)**

#### **9.1. Répartition des membres**

- En mars, les inscriptions étaient à la baisse, Suite aux messages des présidents, les membres ont renouvelé leur abonnement et nous avons presque le même nombre de membres que l'année dernière.
- Effort à faire pour les membres institutionnels. Ceux-ci s'inscrivent à n'importe quel moment de l'année.

#### **9.2. Paiement en ligne**

- Aucun problème à souligner cette année avec le paiement en ligne.
- La majorité des membres s'inscrivent en ligne. à l'exception de membres qui se sont inscrits deux fois et que nous avons dû rembourser.

**9.3. Vote pour le changement à la constitution : intégrer les postes de secrétaire et de trésorière.**

- Nous avons eu 44 membres qui ont voté : 43 pour et 1 contre

**10. REPORT OF THE NOMINATING COMMITTEE (LAURA COLLINS)**

- Changes to the Executive Council approved by the Assembly:
  - Roy Lyster as President for a two-year term (2006-08)
  - Sharon Lapkin as Past President for a two-year term (2006-08)
  - Gladys Jean as Secretary-Treasurer during the 2<sup>nd</sup> year of her two-year term (2006-07)
- Membership of the Nominating Committee approved by the Assembly:
  - Laura Collins (chair)
  - Patsy Duff
  - Daphnée Simard
  - Sharon Lapkin (ex officio)
- A warm round of applause was given to acknowledge those whose terms ended:
  - Steve Carey as Past President
  - Sharon Lapkin as Co-President
  - Alysse Weinberg as Secretary

**11. OTHER BUSINESS**

- Merrill Swain made a motion to thank the ACLA co-presidents for organizing the joint conference with AAAL. Seconded by Joan Netten.

**12. ADJOURNMENT**

- With no further business, a motion to adjourn at 13:40 was made by Robert Papen and seconded by Steve Carey. All in favour.