

**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 acla.caal.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 conférence 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 réception, 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.

Appendix B – Secretary-Treasurer’s Report  
**CANADIAN ASSOCIATION OF APPLIED LINGUISTICS**  
**STATEMENT OF OPERATIONS**  
**For the year ended December 31, 2012**

	<u>MEMBER</u> <u>DUES</u>	<u>JOURNAL</u> <u>ROYALTIES</u>	<u>TRAVEL</u> <u>GRANTS</u>	<u>SYMPOSIUM</u> <u>FEES</u>	<u>TOTAL</u> <u>2012</u>	<u>TOTAL</u> <u>2011</u>
Revenues						
Grants	\$ --	\$ --	\$ 3,583	\$ --	\$ 3,583	\$ 4,440
3,583 is the discontinued travel grant – not that many students applied so there was about \$800 left-over – auditor put it in “carry-forward” category for next year						
Other	11,600	856	--	2,655	15,111	16,273
“member dues” = memberships 160 before but now 225 members “journal royalties” – get royalties thru’ Ebsco (US) & Copibec (Canada) for CJAL “symposium fees” = when people register for Congress & an association (like us), we get the registration money for reg for us						
	<u>11,600</u>	<u>856</u>	<u>3,583</u>	<u>2,655</u>	<u>18,694</u>	
<u>20,713</u>						

Expenses						
Publications	--	--	--	--	--	10,000
Now that CJAL has the SSHRC, we don’t give them \$5000 twice a year any more – good thing – we really couldn’t afford that						
Travel and meetings	2,181	--	3,583	2,459	8,223	11,922
2,181 = executive travel expenses (executive can claim \$900/year in travel expenses) 3,583 = that part of the SSHRC travel grant that we paid out last year						

2,459 = our costs for coffee, tea etc in Waterloo last year—much less than in 2011 as Matt Schulze covered so much for us (explains 2012–8,223 & 2011–11,922); this year will be more expensive as no equivalent in BC

Professional fees	2,034	--	--	--	2,034	2,380
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The auditor's bill (about \$400 cheaper than previous auditor in BC)

Secretariat	--	--	--	--	--	--
Dues	2,769	--	--	--	2,769	3,299

What we pay AILA & Congress annually – based on number of members we have 225 - < \$7.50 Shelley double-paid something last year.

Website	175	--	--	--	175	218
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I can get you the exact name, yearly fee, etc

Administration and Sundry	--	--	--	--	--	1,071
	1,071	--	--	--	--	1,071

736

e.g., Leverus is the company that handles the VISA & Mastercard payments; yearly Industry Canada fee to maintain not-for-profit status; registering domain name, etc.

	8,230	--	3,583	2,459	14,272	28,555
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Excess (Deficiency) of revenues over expenses	\$ 3,370	856	--	196	4,422	(7,842)
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## Appendix C Communications Officer's Report

### 1. ACLA Website

- a. For the entire year of 2012 we had 617,780 visits to the association's website (aclacaal.org), up 8% from 2011.
- b. It should be noted that following a steady trend upwards since 1999, the website visits had been decreasing in the 18 months prior to last year's conference.
- c. Please see the table below for a summary of stats.

Average ACLA Site Hits			
Period	Day	Month	Year Total
<b>May 1-15, 2013</b>	2,143 (up 18.2% from May 2012)	N/A	N/A
<b>Jan 1-May 16, 2013</b>	1,837	55,124	248,061 (up 21%)
<b>2012 (Jan-Dec)</b>	1,716	51,481	617,780
<b>2011 (Jan-Dec)</b>	1,554	47,411	568,941
<b>2010 (Jan-Dec)</b>	1,851	55,535	666,428
<b>2009 (Jan-Dec)</b>			540,246
<b>2008 (Jan-Dec)</b>			417,265
<b>Journal</b>	23% of total hits (based on May 2013)		

- d. The journal site, which resides on the CAAL website, continues to be the most visited page of the entire website with an average of 23% of the total visits (based on May 2013).
- e. For the moment the online journal website offers all the publications from 1996 to 2013.
- f. Our mailing list currently contains **583** email addresses. This number fluctuates regularly as subscribers are able to manage their subscription themselves. The member list currently contains 187 addresses (up from 175 last year). It has been updated by integrating the 2013 members provided by the Secretary/Treasurer. However, according to what is believed to be the current policy, those who are no longer members of ACLA have not been eliminated from the list. Therefore, the list may have more email addresses than members in the association. Unfortunately, no stats reports seem to be available on the messages sent out to the lists (e.g., no 'Sent' folder).

### 2. 2013 Conference Site

- a. The conference site was designed experimentally.
- b. Although it has received steady traffic, especially in the last month, it is recommended that we host the complete conference site on the regular website of the association.

3. New ACLA Website Project

- a. Significant research has been done and many options have been explored (e.g., design, appearance, hosting, content management, mailing lists, analytics, cost, integration, etc.).
- b. A fuller update will be provided at the AGM.

4. ACLA logo

- a. A volunteer redesigned the current logo and provided two options for review.
- b. These will be revealed at the AGM for discussion and possible voting.

5. Social Media Strategy

a. Twitter

- I created a Twitter account in June 2012 and have attempted to maintain it active.
- As of May 16, 2013 there were 215 followers.
- I will need content from the Board and from the membership in order to keep tweets flowing.

b. Facebook

- i. A FB page was created in June 2012.
- ii. Photos from Fredericton 2011 were added.
- iii. Content suggestions and submissions are welcomed.

Submitted by Martin Guardado  
ACLA Communications Officer

Edmonton, May 16, 2013

**1. Publication Statistics in 2012 (with comparison to 2011):****REGULAR ISSUE**

	<b>2011</b>	<b>2012</b>
<b>Issue number</b>	14,1 (2011)	15,1 (2012) (Edited by Miles Turnbull and Françoise Mougeon)
<b>Number of submissions</b>	59	66
<b>Number of submissions sent for review</b>	37	45
<b>Number of articles published (breakdown in French and English)</b>	9 (English = 6; French = 3)	10 (English = 4; French = 6)
<b>Acceptance rate</b>	29%	20%
<b>Number of book reviews</b>	2	0

**SPECIAL ISSUE:**                    **There was no special issue in 2012.**

**2. Journal Production**

- **Layout and copyediting.** Since the transfer to UNB, all layout and PDF creation was done by our Associate/Managing Editor, Karla Culligan. Karla also does all copyediting in English. French copyediting is done by Josée Le Bouthillier and Karla Culligan. Up to July 1, 2012 Miles Turnbull and Valerie Campbell were in charge of this.
- **Online publishing.** With the editorial transition to Joseph Dicks and Paula Lee Kristmanson at the University of New Brunswick, the CJAL website has also been transferred to UNB and is now at <http://journals.hil.unb.ca/index.php/CJAL/index>. However, we are still processing manuscripts previously submitted on the UPEI site. The UPEI site will stay active until all manuscripts have been cleared. We are in the process of having the journal URL ([www.cjal-rcla.ca](http://www.cjal-rcla.ca)) re-directed to the UNB OJS site (currently links to the UPEI OJS site).
- **Journal visibility/impact.** We continue to be registered with EBSCO, ERIC, Proquest, APplatforms.com, DOAJ, Cabell's. We are a member of CALJ (Canadian Association of Learned Journals).
- **Registered users and Website usage report.**
  - There are 782 registered users on CJAL site (there were 678 last year at this time).
  - We have requested data regarding the number of website visits and pageviews; however, this is not currently available for 2012.

**3. Journal finances**

- SSHRC funding has been transferred to UNB. The SSHRC is \$16,600 per year for three years ending February 2015.
- Most of this is used as salary for the part-time Associate/Managing Editor.
- A small amount of SSHRC funds is also allocated for French linguistic editing.
- The SSHRC seems to be sufficient to pay the Associate/Managing Editor and related journal costs.
- A financial update was submitted to the ACLA executive at the executive meeting on June 1, 2013 and a full financial statement will be provided at the time of reporting to SSHRC.

#### **4. Notes:**

- Overall, the editorial transition has been smooth. We are working with a very dedicated and hard working team. In addition to regular on going individual work, we set aside one day a week to work as a team on journal-related business. It has been a challenging but rewarding learning experience. We would particularly like to acknowledge the indispensable work of our Associate/Managing Editor, Karla Culligan. We also thank Miles Turnbull and Valerie Campbell for their support through the transition process.
- We would like to thank our new Editorial Advisory Board for their input and advice (see list of members attached). We also appreciate the support of the ACLA Executive.
- The editorial team has been working hard to attract new reviewers and to seek out reviewers in particular discipline areas. We have added a number of high profile and international reviewers to our database. When appropriate, graduate students are invited to review manuscripts (SSHRC student training). Recruiting reviewers continues to be a big challenge.
- The editorial team has launched issue 16,1 (2013). Three articles have been published and eight are in various stages of copyediting. We are exploring the possibility of a special issue.

#### **Editorial Team:**

Joseph Dicks (Co-editor)  
 Paula Lee Kristmanson (Co-editor)  
 Leif French (Book Review Editor)

Karla Culligan (Associate/Managing Editor)  
 Josée Le Bouthillier (French Linguistic Editor)

#### **Editorial Advisory Board:**

Katy Arnett  
 Monique Bournot-Trites  
 Gisèle Chevalier  
 Marianne Cormier  
 Bill Dunn

Françoise Gadet  
 Martin Guardado  
 Diane Huot  
 Sara Kennedy  
 Callie Mady

Leila Ranta  
 Mela Sarkar  
 Shelley Taylor  
 Miles Turnbull

**Report submitted by Joseph Dicks and Paula Kristmanson- 28 May 2013**

**SUPPLEMENTARY INFORMATION FOR EDITORS' REPORT 2012  
PROVIDED BY MILES TURNBULL:**

**Author affiliation:**

-16 authors affiliated with 6 different Canadian institutions and 4 from outside Canada (USA (2), China (1), Netherlands (1)).

**Journal finances for 6 months in 2012**

- **Received from ACLA - \$5000**
- **Expenditures exceeded revenue by \$349 (due to transition costs to hire Valerie Campbell for extra hours in transition to UNB)**
- **Final comptroller's financial statement to be submitted to ACLA executive for verification and then settlement.**

Appendix E  
**Vice-president's report**

13 May 2013

As of 29 May 2012 when I assumed the role of vice-president, my main task was to take charge of the process of abstract submission and review for the 2013 ACLA/CAAL conference. I assumed that this responsibility also included putting together the preliminary program for approval by the President so I did that.

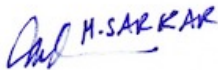
As specified in the 2012 conference program, the procedure for abstract submission was to send submissions to my McGill email address.

In total I received 202 abstracts for review, most between early July and the November 16 deadline date, 2012 (about 10 came in after that date and I accepted them for review only in the case of unusual circumstances that had prevented people submitting on time). Of the total, 186 were in English and 16 in French. All 202 were reviewed between January 15 and February 4, 2013, through the good offices of 58 adjudicators (listed in the program). We received five excellent proposals for symposia and were able to accept all five; thanks to Sara Kennedy's efforts, among them is a special Graduate Student Symposium fully funded by Heritage Canada. Six symposia therefore figure on the final program (including the invited symposium organized by Shahrzad Saif). At preliminary program stage we accepted 112 individual papers, rejected 47 and put 43 on the waiting list. The final conference program features 114 individual papers in addition to the six symposia, which I believe is an ACLA record. Twelve individual papers (11%) are in French.

The number of abstracts (greater than in previous years) made the review process rather complicated. Putting the program together with the President (who was heroic in her continued efforts to ask the Congress people for more slots) was a challenge, mostly enjoyable!

This year's program has been organized into thematic streams, with every effort made to group papers together by sub-field and to avoid conflicts across parallel sessions. We had a longer waiting list than in previous years because of the lower acceptance rate (originally only 55%); however, as we had so many cancellations after the preliminary program was posted, it was useful to have a large number of people to call on, and made it feasible to preserve the integrity of the thematic streams. As matters stand on 13 May, of an original 43 people on the waiting list, 27 were asked if they could come because of (a) additional program slots the President was able to obtain and (b) numerous cancellations, and 21 are in fact coming (the other six had to decline because of lack of funding or other commitments, but have all received acceptance letters for their files). The final acceptance rate is therefore 77%. The 47 people on the "Rejected" list (23% of total abstracts submitted) have of course been encouraged to re-submit next year.

Abstract submission and review for ACLA 2014 at Brock should be simplified somewhat because there is now an online abstract submission process in place at <http://linguistlist.org/easyabs/acla2014> (EasyAbs is a free service available through LinguistList and housed on their server). Details are in the conference program. Abstract submission will open on 1 July 2013 and close on 31 October 2013 (I opted for an earlier deadline for abstract submission to make the review process more manageable than it was this year). The review process is currently scheduled to take place from 15 December 2013 to 31 January 2014.



Mela Sarkar

### **Report - Member-at-large, ACLA Year 2012-2013**

The duties of the member at large that are addressed in this report are:

- a) promotes the activities of ACLA and recruits members from his/her region;
- b) chair Standing or Ad hoc committees the Executive Council deems necessary to set up
- c) apply for funding for special activities

#### **Promotion and recruitment**

Promotion and recruitment activities were done primarily through collecting and forwarding a database of email addresses.

Database 1 was created by request of the ACLA president: 163 email addresses of journals, Canadian teachers' association and graduate student associations, as well as 70 email addresses of departments of education, linguistics, or languages from American colleges and universities close to the Canadian border.

Database 2 was created with the help of a research assistant and was sent to the communications officer: 2041 emails, names, and departments of Canadian academics in education, languages, linguistics. These do not include current ACLA members. The database is not complete, with full coverage from the East Coast only up to the Ontario-Manitoba border. However, these addresses can be used for future mailings for calls for papers, membership drives, or other activities requiring publicity.

#### **Chair Ad hoc committees**

In the 2012 AGM, a technology taskforce was struck, with the member at large as chair and \$1000 for startup funds. The task force had various objectives (see AGM minutes and Communication Officer's report). The overarching objective was to revamp ACLA's communications and online presence. After the AGM, the

Communications Officer, the Member at large, and two members of the task force (Mat Schulze and Peter Wood) had an informal meeting to discuss options for cheap but effective means of transforming the ACLA website. The report from the Communications Officer will have more details, but essentially all progress towards transforming ACLA's online presence (i.e., conference website, Twitter account, Facebook account) has been enacted by the Communications Officer and an assistant. The taskforce did not meet or communicate until last week, when the Communications Officer let me know that a trial version of a new ACLA website would soon be ready for review. As chair of the committee, I informed the other members of the task force that they would soon receive an URL for the trial website and would be asked to quickly review the site according to a template so that the Communications Officer could incorporate their feedback into the next version of the site. This is currently the sum of the activities of the taskforce, but we expect that the taskforce will start to play a larger role as reviewers and possibly contributors once the trial version of the ACLA website is available.

### **Funding for special activities**

As an association, ACLA has come up against some reductions in funds recently. One reason is that the Canadian Federation for the Humanities and Social Sciences (CFHSS) has cut funding which was earmarked for graduate student travel, which in the past was provided to all associations at Congress.

In order to make up some of this shortfall, a Canadian Heritage grant was applied for in order to fund a graduate student symposium. Before the application was made, the ACLA executive was polled for symposium topics which would allow the inclusion of graduate students currently doing research in Canada. The topic chosen was "Second language students with learning difficulties". Both graduate students and faculty members (from Eastern, Central, and Western Canada) with previous research in this area were contacted about possible applicants. Five students submitted abstracts which were approved. Two of these students were from Quebec, two from New Brunswick, and one from Ontario. The selected students were asked to provide various other pieces of information needed for the application. The grant applied for was under the Enhancement of Official Languages, Cooperation with the Non-Governmental Sector Program. After a very fast turnaround for feedback by members of the Executive, the grant application for \$6,820 was sent on November 1, 2012, with no clear indication of when the results would be announced.

When the ACLA program was being created in early spring, the results of the application were still unknown. All five graduate students generously and courageously agreed to participate in the colloquium without guaranteed funding from the grant. Despite later information from Canadian Heritage that the results would be known by April, it was only in early May that we were informed that the grant application had been successful. The funds will be used towards airfare and accommodation for the five presenters at the Learning Difficulties symposium. It is



hoped that the presentations may be transformed into a special issue in the Canadian Journal of Applied Linguistics.

Another small application was also made to SSHRC under the program Aid for Interdisciplinary Sessions. The plenary speech by Jim Anderson was billed an interdisciplinary session open to members of the Canadian Linguistics Association (CLA) and Canadian Society for the study of Education (CSSE). We applied for \$250, the maximum amount possible for an association our size, but were not successful.

Further plans for funding applications should be made with the ACLA 2015 conference in mind, in order to have funding secured long before abstract review is completed. Some possible options for funding applications are Language Learning grants for roundtables on specific topics or grants from foreign embassies for activities related to language learning or teaching for speakers of those languages.

Sara Kennedy  
May 12, 2013

## Appendix F **Comité de nominations**

### Rapport du comité

Membres du comité : Miles Turnbull, Sylvie Roy et Monique Bournot-Trites (Chair)

Au cours de l'hiver 2013, le comité a discuté des membres potentiels pour le poste de secrétaire trésorier. Pour faire suite à la discussion, un message a été envoyé aux membres le 19 mars 2013 afin d'obtenir des nominations de la part des membres. Aucune personne n'a répondu. Aucun autre message n'a été reçu de la part des membres.

Le message qui a été envoyé aux membres se lit comme suit:

### **Appel de candidatures**

#### **Association canadienne de la linguistique appliquée**

Le comité des candidatures de l'Association canadienne de linguistique appliquée (ACLA) sollicite des candidatures pour un poste pour un mandat de deux ans à compter du 1<sup>er</sup> juin 2013.

#### 1) Secrétaire/trésorier(ère)

1) Selon la constitution de l'ACLA, le(la) secrétaire/trésorier(ère) est responsable de l'administration financière et, à ce titre :

- tient à jour les dossiers et les documents officiels de l'Association;
- a la charge de toutes les transactions bancaires de l'Association ;
- voit à la perception des cotisations pour financer les activités de l'Association, maintient à jour la liste des membres avec leur adresse de courriel et fait parvenir des avis de renouvellement d'adhésion aux membres au début de chaque année civile ;
- recueille les sommes dues à l'Association et à la revue de l'Association sous forme de frais d'adhésion, d'abonnements institutionnels, d'espaces publicitaires ou de ventes de vieux numéros de la revue, etc.; fait les dépenses coutumières nécessaires à l'administration de l'Association ainsi que les dépenses plus importantes, sujettes à l'approbation préalable du bureau de direction;
- soumet à chaque Assemblée générale annuelle un rapport financier vérifié des activités de l'Association et présente au bureau de direction,

périodiquement ou sur demande, un rapport sur la situation financière de l'Association ;

- veille à ce que l'Association soumette à l'Agence du revenu du Canada les formulaires de déclaration appropriés et en temps opportun.

Les candidat(e)s intéressé(e)s sont prié(e)s d'envoyer leur CV et une lettre de couverture à Monique Bournot-Trites, responsable du comité des candidatures, par courriel à [monique.bournot-trites@ubc.ca](mailto:monique.bournot-trites@ubc.ca) au plus tard le 31 mars 2013.

N'ayant pas obtenu de réponses, le comité a eu une discussion et a décidé d'inviter Stéphanie Arnott à remplir le poste de secrétaire trésorière qu'elle a accepté. Le message suivant a été envoyé aux membres le 15 avril 2013 :

Chers/chères membres de l'ACLA,

Le comité des candidatures, composé de of Sylvie Roy, Miles Turnbull et moi-même (responsable du comité) propose la candidate suivante pour le poste se libérant dès le 4 juin lors de l'Assemblée générale annuelle de l'ACLA à Victoria en Colombie-Britannique:

**\*\*Stéphanie Arnott** \*de Ontario Institute for Studies in Education (OISE/UT), Toronto, Ontario est nommée pour un mandat de deux ans comme \*secrétaire-trésorière\*.

Le comité des candidatures soumettra son nom pour approbation par les membres à l'Assemblée générale annuelle du 4 juin 2013. Selon la constitution, les membres de l'ACLA peuvent proposer d'autres candidatures en m'envoyant AVANT le 29 avril 2013 une proposition signée par la personne candidate et cinq membres en règle. Au besoin, des élections seront tenues à l'occasion de l'assemblée générale annuelle.

Si les candidatures proposées par le comité des candidatures sont approuvées, les membres du Bureau de direction de l'ACLA en 2013-2014 seront :

- \* Callie Mady, présidente
- \* Mela Sarkar, vice-présidente
- \* **Stéphanie Arnott, secrétaire-trésorière**
- \* Martin Guardado, agent de communication
- \* Sara Kennedy, membre associée
- \* Joe Dicks and Paula Kristmanson, rédacteurs de la RCLA

Espérant vous voir en grand nombre au congrès de l'ACLA à l'Université de Victoria, j'en profite pour vous rappeler de vous rendre sur notre site web (<http://www.aclacaal.org/>) pour renouveler votre adhésion à l'ACLA pour l'année 2013 et voir le programme préliminaire de la conférence.

Bien cordialement,

Le comité présentera donc Stéphanie Arnott pour le poste de secrétaire-trésorière lors de l'assemblée générale.

De plus, le mandat des trois membres du comité de nominations continue pour l'année 2013-2014. Il se terminera lors de l'AGM en 2014.

Monique Bournot-Trites  
Présidente du comité de nomination de l'ACLA