AAAL 2021 Business Meeting Reports

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Report of the First Vice President
Patsy Duff, First Vice President

We have put together an outstanding program for AAAL2021 despite many uncertainties about how to navigate and engage with the virtual platform and host a conference of this size.

After an excellent response to our **Call for Proposals** (extended by 2 weeks after the pivot from Houston to virtual in July, to the end of July), we vetted nearly 1800 abstracts within the expected timeframe. The Confex system that helped **eliminate multiple same-1st-author submissions** reduced the number of submissions to be vetted and thus duplication of efforts.

The **UBC Conference Team** (Patsy, Dmitri, Greta, Ashley, Yuya, Masaru, Kathryn) worked hard throughout the late spring/summer of 2020 right through to March 2021 to not only create the program but also educate our participants (to the best of our ability, while still learning ourselves) about how to present and participate effectively in a virtual conference.

In addition to managing the academic content, we created flyers, Save-the-Date and other messaging and videos to go out to the AAAL community. Ashley Moore worked closely, and efficiently, with 23 strand coordinators (for 22 strands, one being co-chaired) and reviewers (providing video instructions), with Confex (Marcy) and the AAAL Office. Masaru & Yuya provided excellent tech support, email responses, troubleshooting, spreadsheet work; Yuya, Kathryn & Masaru produced wonderful AV resources for presenters and videos, too. We continued to face myriad issues with Confex and, as has already been reported, the AAAL Exec Committee decided, by the end of the vetting process, to switch to a different abstract submission system vendor for 2022.

The Nardone AAAL Office staff provided indispensable and timely support through summer and early fall (Terry, Jessica, Ellen, Lynda, then Andi). The conference vetting/decision-making activities were complicated by the concurrent need to search for a suitable Virtual Platform after exercising our due diligence and the need to get decisions and instructions out to presenters quickly in October. The conference registration fees were not set by the

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Conference Team but by the Executive Committee, in consultation with the Business Office and Treasurer.

We vetted several conference platforms and chose X-CD (pronounced EXCEED) both for the 2021 Virtual Conference Platform and 2022 Abstract Submission Management System. X-CD has been providing helpful support and innovating in order to accommodate AAAL's specific conference needs. While it would have been wonderful to have the conference platform ready some months before the conference, the reality is that was not possible for a variety of reasons. We were still learning about challenges with certain kinds of submissions near the end of February and finding alternatives and workarounds with the system.

PROGRAM HIGHLIGHTS

AAAL2021 has more invited + on-demand content than any other AAAL conference in the past:

- **5 plenaries; 2 keynotes; 1 DSSA lecture; 15 invited colloquia** (including 5 joint session/colloquia) representing the breadth of applied linguistics and AAAL, more specifically, and with presenters from around the world, with attention given to diversity (DEIA) considerations as well as epistemological, geographical, and other forms of diversity (career-stage of presenters);
- **2 workshops**, both oversubscribed shortly after registration opened;
- **3 special facilitated thematic networking sessions** to focus on (1) Diversity/DEIA; (2) Early Career Scholars; and (3) Indigenous Language Revitalization/Decolonization;
- **2 special sessions on publishing** in applied linguistic journals and books;
- **an awards event** at which all of our awards are presented in one session (unlike past conferences), with award committee chairs presenting the awards (thanks to Kendall's expert organizational work and curation, and some AAAL Office support with PPT slides etc. and Yuya Takeda's additional editing);
- approx. **1000 on-demand presentations**, including 1-hr and 2-hr colloquia, papers, posters, etc. (exact final numbers of each TBD because of late cancellations etc.);
- all content available for **six months** after conference (to registered attendees);

- all academic content with **closed captioning**, both live and prerecorded and captioned;
- various other **networking sessions** and roundtables conducted in a different manner than usual, using XCD Networking Rooms (not recorded);
- the annual **Business Meeting** scheduled as usual (albeit via Zoom/Webinar);
- special **Welcome and Closing events**;
- many of our regular **exhibitors** will participate and we are very pleased to have a "premium" sponsor (Multilingual Matters); "friend" sponsors: Elsevier, Springer, DeGruyter; and others (Georgetown, CUP, etc.), exceeding our budget expectations
- as of Feb. 19, 2021, we had just under **2000 (1967) registered participants**; all but 200 registered as "members;" 772/1967 (approx. 40%) registered are "students".

1. Our UBC Team would have appreciated getting **more experience with the X-CD platform** prior to sending info to all participants/presenters about procedures, self-recordings, etc. It's hard to explain and provide how-to demonstrations to people when you yourself don't know the system. For example, we didn't know that links sent to presenters would expire w/in 48 hrs and would have to be reissued. The Confex-XCD and Novi-XCD migration delays set us all back in time (by several weeks). I realize that the conference platforms often don't finalize plans or programs for specific conferences very far ahead (especially in 2020 when the pivot from hotel-based to virtual conferences happened quickly) but for the Conference Team planning the event, being familiar with the tools and capabilities well in advance enables better planning, communication, and mentoring for participants. On the plus side, Adam & Grant at XCD and Ellen and her team did quick problem-solving when issues arose. Whatever happens with AAAL2022 (at the Omni Pittsburgh or virtual), much of the learning we had to do this year should be beneficial although it was a fairly steep learning curve.

2. We had issues connected with **roundtable presenters** not RSVP'ing; **300+ presenters in other categories not opening the critical email message** in early Feb. 2021 containing info about how/when/where to upload their content (with unique, time-sensitive links, which we didn't realize at the time were time-stamped for 48 hrs); **roundtables having too many co-presenters** (up to 5 in one!); or **invited colloquia losing presentations** due to cancellations based on reg. costs or other reasons, and not replacing them; in some cases, having to be scheduled as independent papers instead of colloquia, when

just 2 papers remained; and so on; and then a lot of messaging around who needs to register and whether co-authors can be named without registering, etc. We tried to provide timely info and resources on the *Save-the-Date* site, which was helpful for all concerned (including us, as we answered questions). I believe this info and the resources posted there will serve future AAAL conferences well.

3. At the time of this writing (Feb. 19, 2021), we are waiting for a **massive influx (by March 1) of all the prerecorded files (1000+)** to be uploaded to the XCD platform or (in the case of plenaries and keynotes) sent to us to splice introductions, etc., check for quality, and then upload. We do not know how all of this will unfold or how the training and use of volunteers and invited moderators will proceed—since we ourselves are still uncertain about how the platform works with livestreaming, networking rooms, etc. and we are all learning about how to run virtual conferences and how XCD works as we go along.

4. It was extremely helpful to be able to confer regularly with **members of the EC**, especially Kendall and Lourdes, in addition to my Team, when making important decisions re: AAAL2021. These decisions shouldn't rest with the Conference Team alone—and esp. when many of the grad student team members have never even attended AAAL in the past (in this case due to the Denver cancellation). Having others with more AAAL experience to confer with was invaluable and I recommend this kind of consultation and collaboration in future as well.

5. AAAL offers some **financial support for three Conference Team volunteers.** I am pleased that the University of British Columbia also provided support for the initial three and others who joined soon after, given the time commitments involved over a year or so. I highly recommend a Conference Team of 5-6 people (graduate students at different stages and possibly junior faculty, in addition to the Conference Chair) and not just three, and ideally people with different areas of expertise and also different levels of experience. For the pivot to the virtual conference, I was very pleased to have team members with a 100% commitment to this endeavor; in addition, many of them have special abilities in online teaching, other relevant tech knowledge, and excellent communication skills.

I will have **more specific recommendations, reflections, and feedback after AAAL2021**.

In the meantime, we remain excited, optimistic, but understandably rather nervous! I thank all EC members (and the AAAL Office personnel and XCD staff) for all that you have done (or will do) to make AAAL2021 a great success! We are also grateful to our AAAL community for their cooperation, patience, and good will in choosing to participate in AAAL2021 as SCs, reviewers, submitters, presenters, as well as in other roles, and adapting to the virtual conference format. An event of this size requires tremendous resources and collegial engagement, and we thank all who have helped us reach this point. We also ask for people's understanding if there are glitches during the conference!

Report of the Second Vice President
Lourdes Ortega, Second Vice President

Save the date: March 19-22, 2022

- Plenary speakers: Uju Anya, Rodrigo Borba, Keiko Koda, Tiffany S. Lee, Glenn Martinez, Hossein Nassaji
- Invited colloquium organizers (confirmed): Christian Chun; Mary Jane Curry & Theresa Lillis; Sangeeta Gabba-Gupta (2 more pending)
- Joint colloquia: Pending
- Pre-conference workshop: Pending
- Special session on Sunday, 12:30-1:45 pm: *How to respond to journal peer reviewers' feedback: An applied linguistics editor's perspective* by Luke Plonsky

Report of the Treasurer
Glenn Martinez, Treasurer

As Treasurer of AAAL, I am pleased to provide a brief summary on the finances and membership of our Association.

At the end of calendar year 2020, our financial position was strong. Our total current assets stand at over $1.4 million inclusive of operating cash, association investment accounts and the Fund for the Future of Applied Linguistics endowments.

Our income is generated from three primary sources: membership dues, conference income, and investment income. In 2020, our membership dues generated $172,129.32, which was 80% of our budget. Investment income yielded $58,130. Membership dues were down just 1.9% from 2019. Due to the cancellation of the conference and the expenses incurred, conference had a loss of $27,183.76. Notwithstanding the financial impact of COVID 19 in 2020, we still ended the year with a net income of $19,085.77 and our losses were kept to a minimum. We continue to meet on a quarterly basis with our financial advisor at Morgan Stanley to ensure that our investments are sufficiently diversified and to mitigate significant losses.

Association expenditures have remained stable over the past few years and were down considerably due to the cancellation of the conference.

Our membership is the single most important indicator of our impact and influence on the field. Our membership in 2020 stood at 2073 which is up 12% from 2019. We attracted 780 new members in 2020 which represents an increase of 10% in new memberships. We also saw a 13% in renewals. Our retention rate for 2020 stood at 63% which is up in comparison to 2018 and 2019. The most significant source of membership attrition is in the student category. As standing members of AAAL, one of the most important services we can offer to the association is to encourage our students and colleagues to renew their membership. I hope that you will consider supporting the association in this way.

The recent cancellation of the 2020 AAAL Conference in Denver and the 2021 AAAL Conference in Houston due to COVID-19 resulted in fees totaling $127,244.48. These contractual obligations that we are required to meet, has affected our reserve balances and our interest earned. The EC is now developing a plan to restore our reserve balances to the optimal level of 18 months of operating expenses. We hope to achieve this optimal level within the next 2 to 3 years.

The Fund for the Future of Applied Linguistics (FFAL) was established in 2000 as an endowment fund for the purpose of funding Graduate Student Awards to attend the annual conference. The total fund balance for FFAL at the end of 2020 was $285,920. Between 2015 and 2020, the FFAL fund has grown by nearly $90,000. I would like to thank all members continuously or occasionally contribute to the fund. Every donation makes an important difference and ensures the recognition and support of the next generation of scholars. Your contributions, in any amount, are essential to our ability to increase the number and amount of these awards to help support our growing student membership. You can donate to the FFAL upon renewing your membership, when registering for the conference, or at any time by visiting http://www.aaal.org/.

It has been a privilege and a high honor to serve as your treasurer over the past year years. It is now my honor to pass the baton to Scott Jarvis who will take over the Treasury beginning this year. Scott and I have worked diligently over the past several months with the financial team at Nardone in order to ensure a smooth transition and continuity in our financial strategies. Please join me in welcoming Scott to the EC. Please do not hesitate to contact me, Scot Jarvis, Suresh Canagarajah (FFAL Trustee Chair), or any of the members of the Executive Committee if you have questions or ideas for how to improve our Association.

Report of the Graduate Student Council
Haoshan (Sally) Ren, Graduate Student Council Co-Chair

I. Update of continued initiatives to enhance graduate student engagement during 2020-2021 term:
    a. AAALGrads Newsletter:

In response to the COVID-19 pandemic and other on-going social issues that may affect graduate students' lives, we decided to publish three (instead of two) newsletters this year, providing our readership with resources and a platform to build resilience and camaraderie:

- Summer special issue on "Graduate Life During the Pandemic":
- Fall 2020 issue on "Race, Equality, Social Justice, and Allyship"
- Spring 2021 issue (projected release date is in April): "Ambiguity, Uncertainty, and Resilience: New Paths for Applied Linguistics and Higher Education."

In addition, we developed both web-version and PDF-version of all newsletter content for maximum accessibility. We also added new "letter to the editor" column and attracted more interaction and students' voices.

b. Social Media
    Our social media team continued to perform the regular tasks including:
    - Monthly blog posts/YouTube videos on topics interesting to graduate students in Applied Linguistics
    - Weekly post about the AAAL conference and presentation tips/information.
    - Daily interactive posts for member engagement on Instagram and Facebook
    In addition, the team reached out to a number of outside professional Facebook groups to advertise the newsletter issues and other related issues.

c. Events
    The event planning subcommittee hosted two webinars:
    - Webinar – *Navigating and surviving graduate schools*.
    - Webinar – *Meet a Scholar with Dr. Camilla Vasquez*
    The committee is currently working on the following events during AAAL 2021 conference:
    - Workshop: *Balancing the Holistic Experience of Being a Graduate Student*
    - Workshop: *Strategies for Publishing and Interviewing Along the Way to the Job Market*
    - Social *Hour sessions*

d. Annual Design Competition:
   We continued the design competition this year. The two winners are:
   - Difei Zhang, University of Wisconsin-Maddison
   - Di Liang, The Pennsylvania State University

e. The Distinguished Service and Engaged Research Graduate Student Award in Relation to Diversity Efforts
   We finalized the drafting of the award. The GSC will advertise the award and process the applications in collaboration with the PAEC once it's approved.

II. Documentation of Procedures:
    To ensure smooth member transitions and to maximize sustainability of current operations, we developed the following documents for future use:
    a. *Webinar procedures:*
       We made a detailed timeline and procedure document for organizing GSC webinars.

    b. *Committee responsibilities and member testimonials*
       Based on this year's operation under the new governance structure, members on all the subcommittees documented their responsibilities and tasks. We also invited past and out-going members to provide personal testimonials for their experience serving on the GSC committees. These texts are publicized via our recruitment forms and we're currently working on incorporating them on the website.

    c. *Subcommittee Member Removal Procedure and Email Templates*:
       We had to remove two subcommittee members this year. We finalized the procedure as we dealt with the situations. The removal and transition procedure was smooth.

    d. *Recruitment procedure, timelines, and email templates:*
       Based on all documents and email communications from previous years, we developed documents that include detailed timelines and email templates for all stages in the Steering Committee and Subcommittee recruitment procedure

    e. *Master Calendar for GSC events:*
       For more transparency and smoother coordination between subcommittees (and committee events) within the GSC, we made a master calendar for all GSC events,

f. *Social media post calendar* (geared towards the annual AAAL conference): Around 20 weeks prior to the AAAL conference, we post weekly tips to promote AAAL membership, conference events, and the GSC recruitment. We started the calendar this year, and it will likely be used in future years.

g. *Technological operation to publish newsletter using Wix*: Since we moved the GSC newsletter online, we ran into many technical issues regarding the level of tabs on the website. The current Newsletter team leader developed materials for future members to better operate on Wix.

h. *Documentation of past speakers:* To avoid overlapping requests to the same scholars on multiple AAAL related tasks, we documented all of past contributors for AAAL GSC social media, newsletter, and webinar events, AAAL conference plenary speakers, as well as speakers for the AAAL webinar series.

i. *Documentation of suggested potential speakers*: We made a document where our GSC committee members from all over the world suggest their academic connections and recommendations for future contributors for GSC events and publications.

III. 2021-2022 Steering Committee Members:

Positions	Member
Co-chair (EC representative)	Laxmi Ojha (Michigan State University)
Co-chair	Svetlana Koltovskaia (Oklahoma State University)
Secretary	Xiao Tan (Arizona State University)

Member-at-large (Newsletter)	Nathan Thomas (UCL Institute of Education, UK)
Member-at-large (Social Media)	Oksana Moroz (Indiana University of Pennsylvania)
Member-at-large (Event-Planning)	Lupe Rincon (Pennsylvania State University)

IV. Graduate Student Representative on AAAL Committees/Task Force:

Positions	19-20 Member	20-21 Member
FFAL	Haoshan (Sally) Ren, Josiah Murphy	Laxmi Ojha, Xiao Tan
PAEC	Svetlana Koltovskaia	Svetlana Koltovskaia
Task Force on Diversity Award	Haoshan (Sally) Ren, James Coda	N/A
Task Force on DEIA Strategic Plan	Josiah Murphy	Josiah Murphy

Report of the Public Affairs and Engagement Committee
Netta Avineri, Chair

PAEC Charge & Membership
- AAAL standing committee formed in December 2016
- It provides "an important means by which AAAL members can bring their collective expertise to bear on issues of social importance and inform public debate by speaking to issues of social and professional relevance" (AAAL Standing Rules).

- **Dr. Netta Avineri,** Committee Chair (Middlebury Institute of International Studies at Monterey)
- **Dr. Rachel Showstack,** Vice Chair (Wichita State University)
- **Dr. Laura Collins**, Ex Officio (AAAL Immediate Past President)
- **Dr. Joel Gomez,** Ex Officio (Center for Applied Linguistics president)
- **Svetlana Koltovskaia**, Graduate Student Representative (Oklahoma State University)
- **Dr. Meg Malone,** Ex Officio (Joint National Committee on Languages, Georgetown University)
- **Dr. Bedrettin Yazan** (University of Texas San Antonio)

PAEC Accomplishments (March 2020 – March 2021)
- Summer Webinar "Applied Linguists in the Public Realm: Collaborating for Justice" (August 5, 2020) https://www.aaal.org/aaal-webinars
- Endorsements **(**https://www.aaal.org/endorsements**)**
- AAAL Endorsement of House Resolution 908 "Condemning all forms of anti-Asian sentiment as related to COVID-19"
- AAAL Endorsement of ACTFL and TESOL Statements on the Killing of George Floyd and Systemic Racism/Racial Injustice in the US
- AAAL Endorsement of TESOL Statement on Capitol Building Attack
- Applied Linguistics & Social Justice Listserv: 267 members
- AAALetters (https://www.aaal.org/news/aaaletter)
- Applied Linguistics Briefs
- PAEC Open Meeting at AAAL 2021 (Tuesday, 3/23 @ 11:15 AM – 12:15 PM EST)

How Can You Get Involved?
- Join the Applied Linguistics & Social Justice Listserv (email Netta Avineri, paec@aaal.org to sign up)
- Sign up here if interested in being part of the PAEC and/or participating in its initiatives (https://www.aaal.org/volunteer)
- Participate in the PAEC Open Meeting at AAAL 2021 (Tuesday, 3/23 @ 11:15 AM – 12:15 PM EST)

Report of the Committee on Online Education and Outreach
Carolin Fuchs, Chair
Michael Amory, Vice-chair

The Standing Committee for Online Education and Outreach is entering its second year as an official Standing Committee within AAAL. With the support of the Executive Committee (EC), we are happy to report that the Standing Committee has formed four sub-committees in order to carry out its mission. These sub-committees include the following: 1) Website and Content Development; 2) Social Media; 3) Professional Development; and 4) AAALetter. The subcommittees were convened after AAAL 2020.

It is our pleasure to present the members of the Standing Committee:

- Carolin Fuchs, Northeastern University (Chair);
- Michael Amory, Oklahoma State University (Vice-chair);
- Joe Cunningham, Georgetown University;
- Yu Jung Han, The University of Rochester;
- Jinrong Li, Georgia Southern University;
- Stephanie Link, Oklahoma State University;
- Stephen Skalicky, Victoria University of Wellington

The sub-committees have been hard at work with planning and moderating several AAAL webinars, eliciting member input via a Needs Analysis on AAAL members' interests centered around professional development support resources for educators and researchers worldwide, curating online and web-based content, and enhancing and growing AAAL's social media presence.

Committee updates:

Website and Content Development: Against the backdrop of COVID-19, this sub-committee, chaired by Drs. Carolin Fuchs and Michael Amory, shifted the focus from some of their initiatives to prioritize creating a virtual community among AAAL

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members and beyond. To this end, and in consultation with the EC, the sub-committee organized and moderated three webinars between June 2020 and February 2021:

1. June 17, 2020: Special open session with journal editors (Moderated by Dr. Joe Cunningham; 65 participants)
2. July 10, 2020: Race, Racial Justice, and Indigenous Language Revitalization in Applied Linguistics (Moderated by Dr. Marda Rose; 115 participants)
3. January 14, 2021: Inequities in Publishing: A Conversation with Multilingual Scholars (Moderated by Farah Akbar and An Nguyen; 111 participants)

In addition to this series of webinars, the sub-committee has been in the process of reviewing the interface of the AAAL website to provide suggestions for improvement and content delivery.

Social Media:

The Social Media sub-committee, chaired by Yu Jung Han, has focused on increasing AAAL's social media presence, visibility, and accessibility. The sub-committee has liaised closely with AAAL's business office in order to enhance promotional strategies for AAAL events, develop communication and marketing strategies, and draft social media image vetting guidelines. Currently, the sub-committee is developing guidelines for the active moderation of all AAAL social media platforms and developing a AAAL YouTube channel proposal geared towards helping members receive the most out of their AAAL membership, especially during this time of distance learning and teaching.

Professional Development:

In an effort to make initiatives as community driven as possible, this sub-committee, chaired by Drs. Jinrong Li and Stephen Skalicky, conducted a needs analysis of AAAL members. This needs analysis generated 108 responses. Motivated by these findings, the sub-committee has been working towards developing initiatives to address the various professional development needs of AAAL members. Currently, the sub-committee is drafting a proposal for creating a AAAL podcast series for AAAL members to supplement webinars and other professional development activities. Through the need's analysis, many AAAL members also expressed a desire for more avenues related to community building and social networking. With this in mind, the sub-committee is continuing to explore potential alternatives to the Communities Initiative and to find ways to foster meaningful connection and collaboration among AAAL members outside of the annual conference.

AAALetter:

This sub-committee, chaired by Dr. Stephanie Link, has worked diligently to publish two issues of AAALetter on June 11, 2020 and on December 21, 2020. Over the past term, the sub-committee worked to revise the AAALetter manual in an effort to be transparent and to document more fully their tasks and responsibilities in order to ensure a smooth succession of members. In addition, the sub-committee has continued to explore ways to advance their communication strategy and to increase the visibility and reach of AAALetter through Social Media and other promotional strategies.

Report of the Committee for Conference Connections
Bethany Gray, Chair

The upcoming 2021 Conference Connections (CC) even is the 2nd iteration of this event since being elevated to a standing committee (and the 4th iteration overall). Members of the CC committee include: Bethany Gray (chair), Dustin Crowther, Francis Hult, Matt

Kessler, Jiyoon Lee, Matt Poehner, Christina Ponzio, Andrea Révész, Bedrettin Yazan, and Laxmi Prasad Ojha.

Jessica Atkinson at the AAAL office provided the committee with the registration list for the CC program, divided between mentors and mentees.

Based on last year's request for AAAL to advertise the CC program earlier and provide the option of signing up for the program on the conference registration form, we received a record number of participants who signed up for the 2021 CC program:

- 541 participants signed up to be mentees (compared to 109 mentees in 2020)
- 181 participants signed up to be mentors (compared to 109 mentors in 2020)

However, a review of these registrations indicated that a substantial number of participants may have signed up for the incorrect role. Thus, the committee (with the help of the AAAL office/Jessica Atkinson) is in the process of reaching out to these participants to ensure that participants are signed up in the appropriate role given the committee's charge of coordinating mentoring for student attendees at AAAL. Preliminary estimates show that nearly 100 individuals signed up as mentees who are not student members, which will be reflected in the final numbers of mentors/mentees that will be communicated to the EC.

The CC committee has developed a survey to distribute to registered mentees to gather information about their mentoring needs and areas of interest to facilitate the pairing process, and pair mentees with mentors who are related to their areas of interest (to the extent possible).

The CC committee is in the process of pairing mentees with mentors, and of recruiting additional mentors to meet the incredible demand for mentoring this year. Because of the imbalance in registered mentees and mentors, and the unprecedented and rapid growth of the demand for mentoring at this year's conference, the committee is organizing some mentees who signed up for the 'general mentoring' option into groups of 2-3, to be mentored by a single mentor (with the expectation that they will meet as a small group).

Notifications of mentor-mentee pairing will be completed by March 12, 2021. The committee has developed a document containing useful tips for mentoring at a virtual conference to provide to mentee-mentor pairings.

The inclusion of a checkbox to register for Conference Connections on the conference registration form was quite successful in increasing participation in the program (with the number of mentees increasing by over 400% from 2020 to 2021). However, the implementation of this option has also led to some challenges for the CC committee. In particular:

1. While participation increased substantially for both mentees and mentors, growth in mentee registration dramatically outpaced increases in mentor registration. It would be useful to consider additional ways to promote similar increases in mentor volunteers. Each year the committee must recruit additional mentors to meet the demand for mentoring.

2. Because registration involved a single checkbox on the registration form, no information about the program was provided at that point to interested participants, particularly in defining the 'mentee' and 'mentor' role, and who is eligible for each role. As such, a substantial number of people signed up for an inappropriate role (e.g., research/faculty members signing up as 'mentees').

3. In trying to identify individuals who may have selected the wrong option, the committee had to examine the participants' registration type for the conference. Someone who registered as a student or post-doc, but also as a mentor were easy to identify (and vice versa; a participant who registered as a faculty member and who selected 'mentee' was straightforward to identify). However, a number of other registration types do not clearly indicate the role of the participant, and it was thus unclear which role they should be assigned to. For example, registration types like Non-Member, AILA Member, Resident of Low-Income Country, Unemployed, and Non-Profit Organization Employee are not transparently linked to the mentor or mentee role. Because the program was advertised in a more targeted fashion in the past, there were fewer participants, but they typically clearly fell within the purview of the mentor and mentee roles. The EC and the CC committee may want to consider how the full range of AAAL participant types relate to the CC program and refine the definitions in the Procedures Manual and the marketing of the program accordingly.

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4. In past years, participants (mentors and mentees) completed a survey about their research interests as a method of registering for the conference. While the check-box registration boosted participation, it meant that additional information had to be gathered in another way, leading to challenges in collating registration information from multiple sources. Thus, we recommend that next year's CC committee work with the AAAL EC and administration team to develop a registration system that will better facilitate the work of the CC committee.

The CC committee seeks the input of the EC on whether the establishment of small-group mentoring, in addition to one-on-one mentoring, should become a regular mentoring option in the CC program. In part, this recommendation may help to address the disparity in the number of mentees and mentors who register. However, the CC committee feels that some student member may actually feel more comfortable meeting in small groups rather than one-on-one, in addition to building connections with a mentor as well as other student members.

It is important that mentors receive public recognition of their service in order to continue recruiting mentors for the following year. While the CC committee will provide a list of mentor names to be published with a future AAAL newsletter, we would like to request that mentors are additionally recognized at the time of the conference.

The CC committee has received multiple requests from early career faculty who wished to participate in CC as mentees. There appears to be a demand for early career mentoring, which does not fall within the charge of the CC committee. We have been directing inquiries to the Early Career Networking event which will be held this year, but the committee way want to discuss other professional development and mentoring opportunities for early career and individuals in industry.

1. Additional clarity is needed to define the roles of 'mentee' and 'mentor', particularly with respect to who is eligible to serve in either role. The CC Operation Manual states that mentees are 'a graduate student or emerging scholar in need of professional guidance', and mentors are 'a more senior member of AAAL'. Yet it's not clear whether 'students' include post-doctoral scholars (who register in the same category as students), recently graduated students, etc. The language 'emerging scholar' is somewhat ambiguous as to whether this includes early-career

or industry professionals. We have also heard that some non-student members refrain from signing up as a mentor as they do not view themselves as 'more senior members. Thus, delineating the criteria will help the committee tailor promotional materials and registration forms to ensure appropriate registration.

2. Coordinate with next year's CC committee in early fall to determine the best method of registration for the CC program to streamline the process of getting the needed information from participants and ensure that participants sign up for the appropriate role.

3. Acknowledge mentors during the conference, in addition to in AAAL publications such as the newsletter.

4. Work with the CC committee to refine the structure of the mentoring options, to reflect the higher registration rate of mentees compared to mentors. Work to promote the mentoring role more widely among AAAL participants.

The CC committee is especially appreciative of the assistance provided by Jessica Atkinson in the AAAL office, in terms of collecting registration information, sending out all communicates related to CC for participants, and advertising the program. Her timeliness and efficiency helped this process run smoothly.

As in previous years, the CC committee will administer surveys to the CC participants (both mentors and mentees) after the conference and provide a report to the EC on the feedback received.