

AAAL Executive Committee Meeting via Zoom  
Thursday, June 21, 2024  
3:00 PM – 5:00 PM ET

### **Minutes [Draft]**

**Present:** Peter De Costa, President; Ryuko Kubota, President Elect; Manka Varghese, 1<sup>st</sup> VP; Lourdes Ortega, Immediate Past President; Scott Jarvis, Treasurer; Yasuko Kanno, Member-at-Large; Elizabeth Miller, Member-at-Large; Andy Gao, Member-at-Large; John Wayne dela Cruz, GSC Representative/Co-Chair; Katherine Christofferson, Chair of OEOC; Valerie Smith, Ex Officio.

**Absent:** Mari Haneda, 2<sup>nd</sup> VP; Agnes He, Secretary

### **Call to Order and Welcoming Remarks**

Peter welcomed all participants and called the meeting to order.

### **Approval of Meeting Agenda (Exhibit #1)**

Peter called for a motion to approve the meeting agenda (which was updated shortly before the meeting).

**Motion:** It was moved by Andy and seconded by Liz to approve the revised meeting agenda. The motion passed unanimously.

### **Approval of March 2024 EC Meeting Minutes (Exhibit #2)**

Peter called for a motion to approve the March 2024 EC meeting minutes.

#### **Discussion:**

- Since the March 2024 EC meeting, the EC has voted by email for an updated version of the anti-harassment policy, which should be recorded, perhaps in the minutes of the June EC meeting.

**Motion:** It was moved by Yasko and seconded by Liz to approve the March 2024 EC meeting minutes. The motion passed unanimously.

### **OPERATIONS: President's Report – Peter De Costa**

#### Membership Task Force

- The last membership survey was conducted in 2020.
- It would be useful to review the membership now with the objective of recruiting new AAAL members. The next survey is scheduled to go out in late 2024.
- It is important to have full representation in the Task Force, including JEDI representation, and to have the JEDI-related section from the 2020 Survey properly updated.
- The Task Force will be announced soon, which will begin its work in Fall 2024.

#### Conference Task Force

- Ryuko will lead the Task Force and confirm the members of the Task Force soon.
- Results from the previous findings regarding members' preferences for online vs. in-person conferences are inconclusive.
- Experiences shared by sibling entities (AAS, TESOL, ACTFL, etc.) vary and may or may not be applicable to AAAL due to differences in size and organization.
- The goal is to continue investigating the feasibility of incorporating an online component in AAAL conferences (especially since the cost associated with providing an online option appears less prohibitive than several years ago).

#### Discussion:

- Different sibling organizations have reached different conclusions regarding their members' level of interest in online conferences. AAAL will keep exploring.

#### ARAL Relationship Conversation (no written report/Exhibit)

- Peter thanked Alison Mackay for her service in writing; Alison's replacement will be announced after the new ARAL editor is in place.

- AAAL will no longer be invoiced by ARAL (as most journals are going open access).
- The contract with ARAL has had some delay and is yet to be updated and signed.

#### Giving Members Additional Access to Other Publication Resources (no written report/Exhibit)

- ARAL is now the only official journal of AAAL (after AAAL's decoupling with *Applied Linguistics*). Members are asking for more publication resources (as per 2020 AAAL membership survey).
- Peter is exploring the possibility with *Research Methods in Applied Linguistics*, a new journal.
- What about reconnecting with *Applied Linguistics*?
- *Multilingual Matters* is willing to provide some of its titles to AAAL members for free.
- This is an ongoing effort is to provide more (and mor affordable) options for members and to enhance member benefits.

#### Discussion:

- EC members reviewed the history of the relationship between AAAL and Applied Linguistics (the journal)
- At some point AAAL might want to develop our own journal (rather than asking an existing journal to be our journal)

#### **Operations: Financial Reports and Discussions – Scott Jarvis and Valerie Smith (Exhibit 3)**

#### Valerie

- Valerie went over Exhibit 3 regarding 2024 conference performance.
- We brought in more revenue than expected and spent less than expected, with expected profit of 77K from the 2024 conference.
- We want to add \$1000 to volunteer stipend for conference team (from 6K to 7K) to provide better support for indigenous language needs.

#### Discussion:

- We want to add \$1000 to the volunteer stipend for the conference team - this amount can be used at the discretion of the Conference Chair, in support of our overall JEDI needs (not any specific JEDI need).

- Based on experience, it is difficult to tease apart what is JEDI-related work and what is not and who is designated to do JEDI-related work and who is not. So, it is best to add \$1000 and designate this amount for general conference purposes as determined by the Conference Chair.

**Motion:** It was moved by Scott and seconded by Andy to increase support for the conference team from \$6000 to \$7000 and to allow the Conference Chair to use the increased amount at their discretion. All voted in favor. The motion passed unanimously.

Scott

- We need a process for companies and individuals who wish to make large contributions/endowments.
- We need to create documents with procedures and protocols.
- We need to create a Task Force for this; FFAL Trustees may constitute the Task Force.
- Scott is drafting a proposal.

Discussion

- The treasurer is co-chair of FFAL – our website needs to be updated.

## **BREAK**

### **Operations: Conference (Exhibits 4-5)**

Report – 2025 Conference – Manka Varghese (Exhibit 4)

Manka invited everyone to read Exhibit 4.

Discussion:

- We can experiment with a shorter exhibition time for publishers in 2025.
- Shorter display time for exhibitions is a request coming from the publishers; there are no implications for fees charged.
- Childcare needs – we can help with coordinating parent members to make cooperative childcare happen (a plan created by Kendall King and was not implemented due to COVID cancellation of conference). We can also provide members with info related to local professional childcare providers.

### 2027 Conference Location – Valerie Smith (Exhibit 5)

- Valerie shared 6 options and presented a side-by-side comparison.
- The top three choices recommended are: Atlanta-Waverly; Charleston-Embassy Suites; and Toronto-Sheraton.

### Discussion

- 2027 will be chaired by Francis Hult.
- Easy transportation to the city is important.
- Alternative hotels are available around Atlanta-Waverly.
- The dates are important for those interested in attending both AAAL and TESOL.
- Charleston may be difficult for international scholars to get to.
- Toronto may be difficult for international students based in the US for visa reasons.
- Toronto would be good for Canadian members of AAAL and international students based in Canada.

Valerie called for a vote by show of hands. 3 voted for Toronto; 4 for Atlanta.

**Decision:** The 2027 AAAL Conference will be in Atlanta.

Peter thanked Val and Sherry for the work they had done in selecting a location for the 2027 conference.

### **Operations: Governance-Standing Rules and Bylaws (Exhibit 6)**

Update Standing Rule 16D1 (*Valerie Smith*)

**MOTION:** It is moved by Ryuko and seconded by Liz to update SR 16D1 as reflected in Exhibit 6. All voted in favor. The motion passed unanimously.

Update Standing Rule 20 D 3 a. i. to include \$1000 for conference volunteer team (*Valerie Smith*)

**MOTION:** It was moved by Yasko and seconded by Andy to update Standing Rule 20 D 3 a. i. to include the increase of \$1000 for conference volunteers. All voted in favor. The motion passed unanimously.

Discussion: increasing the number of MALs (members at large) – Peter De Costa

- In addition to current existing responsibilities assigned to the 3 existing MALs, we also need a GSC liaison.
- It would be nice to have a total of 4 MALs and for each MAL to have 2 responsibilities.

Discussion

- Does adding an MAL have any implication for the length of service for MALs?
- A longer term of service could also enable MALs to change responsibilities over the years.
- The new JEDI officer will take over the JEDI responsibilities from one of the MALs.
- We need to think about financial implications as a result of an additional MAL
- Some responsibilities can be shifted to the 2<sup>nd</sup> VP.
- An additional MAL enables more members to serve in leadership roles and increases the pipeline for future leadership at the Presidential level.
- Liaison for GSC should be the 2<sup>nd</sup> VP.
- There is no immediate, clear need for additional workload which can justify an additional MAL.
- A 4<sup>th</sup> MAL could be more mobile and assist with emergent task forces.

Conclusion: In October 2024 EC meeting, we will determine which MAL responsibilities will be moved to the 2<sup>nd</sup> VP, which requires changes in SRs (not bylaws).

Change of number of NOMCO members from 4 to 6 – Peter De Costa

**Motion:** It was moved by Manka and seconded by Liz to change number of NOMCO members from 4 to 6 and to choose 6 out of 10 on the ballot.

Discussion:

We will table this issue and do an e-vote after gathering more information.

## Standing Committee/Leadership Reports

**Resolutions Report – from Ron Darwin/delivered by Peter De Costa**

Land Acknowledgement Resolution: That the Conference Chair of the American Association of Applied Linguistics at the beginning of the opening ceremony of each annual conference make a land acknowledgment that recognizes the land in which the conference is being held as the traditional and ancestral territory of particular Indigenous Peoples.

#### Discussion

- “At the beginning of the opening ceremony” and “at the beginning of each plenary”?
- Not formalizing this practice gives us flexibility.
- What is ‘the opening ceremony’? Does it mean ‘the opening of the conference’?
- It will be a courtesy resolution.

**Motion:** It was moved by Ryuko and seconded by Andy to change the proposed resolution to read “The American Association of Applied Linguistics at the beginning of each annual conference makes a land acknowledgment that recognizes the land in which the conference is being held as the traditional and ancestral territory of particular Indigenous Peoples.” 5 votes Yes, 1 voted No. The motion passed.

#### **OEOC – Katherine Christofferson (Exhibit #7)**

- the consistency of the acronym OEOC
- term limits for OEOC officers
- feedback to OEOC volunteers (Katie is developing a draft for consideration in October)

#### Discussion:

- Let’s try not to create excessive work for OEOC leadership; the EC already provides guidance, input, and feedback to some extent.
- With respect to term limits, we can leave it as is and see how things go.
- OEOC Chair should work closely with AAAL Conference Chair.

Peter thanked the work done by OEOC.

#### **GSC – John Wayne dela Cruz (Exhibit 8)**

- Are there any possibilities for discounted membership or conference registration rate for first time graduate student attendees?

- Can GSC raise money (or generate income through entrepreneurial efforts such as design competition for conference logos to be put on t-shirts/bags) to support graduate students?

Discussion

- Entrepreneurial spirit is commendable.
- A discount may not be equitable (given our already quite low student rate) or sustainable (what happens after the first year?).
- How will we know for sure that someone is a first-time attendee?
- The conference Chair can further discuss with GSC Chair regarding conference funding potentials for graduate students.

Peter thanked GSC for the important work that they did.

**JEDI ad hoc Committee – Liz Miller (Exhibit 9)**

- Recommendations from JEDI ad hoc committee (Exhibit 9)
- How can we make JEDI recommendations available to the general membership?

Discussion:

- Recommendations should not be made public, not until the EC is committed to taking action.
- In the AAALetter, the Conference Chair can explicitly address JEDI concerns and commitments, giving visibility to the work of the JEDI ad hoc committee.
- The point is to inform the membership that their needs and voices are heard.
- A summary of the survey and/or the incorporation of the JEDI concerns the Presidents' pieces in the AAALetter would be helpful.
- At some point, we need to determine what kinds of 'diversity' data AAAL wants to collect?

**Communication from CAL – Peter De Costa & Lourdes Ortega (Exhibit 10)**

- CAL is applying for a federal grant and is seeking endorsement from AAAL for that purpose.
- This is also an opportunity for AAAL to explore the potential to deepen its relationship with CAL, especially in the context of a new CAL President.



**Review of EC Action items – Valerie Smith**

**Adjournment**

Peter thanked everyone for their participation and contribution.

The meeting was adjourned at approximately 6:10 p.m. ET

Respectfully submitted (based on Zoom recording of the meeting),  
Agnes He