

AAAL Executive Committee Meeting via Zoom
Wednesday, June 11, 2025
9:00 AM – 12:00 PM ET

Minutes [Draft]

Present: Ryuko Kubota, President; Manka Varghese, President-Elect; Mari Haneda, 1st VP; Francis Hult, 2nd VP; Peter De Costa, Immediate Past President; Paula Winke, Treasurer; Usree Bhattacharya, JEDI Officer; Elizabeth Miller, Member-at-Large; Andy Gao, Member-at-Large; Yumi Matsumoto, Member-at-Large; Stephen Moody, Chair of OEOC; Sarah Howard, PhD Student; Valerie Smith, Ex Officio; Agnes He, Secretary.

Call to Order and Welcoming Remarks

Ryuko welcomed all participants and called the meeting to order at 9:04 ET

Approval of Meeting Agenda (Exhibit #1)

Motion: It was moved by Ryuko and seconded by Mari to approve the meeting agenda. The motion passed unanimously.

Ryuko welcomed the meeting participants and introduced new EC members; Val invited all staff members to introduce themselves.

Approval of March 2025 EC Meeting Minutes (Exhibit #2)

Agnes called for a motion to approve the March 2025 EC meeting minutes.

Motion: It was moved by Andy and seconded by Liz to approve the March 2025 EC meeting minutes. The motion passed unanimously.

OPERATIONS: President's Report – Ryuko Kubota

Main points:

- AAAL has reconnected with CAL and planned continued collaboration with CAL, including special sessions at AAAL conferences and webinars for AAAL membership (in coordination with OEOC).
- AAAL's communication with the journal Applied Linguistics is ongoing.
- JEDI ad hoc committee has been reconstituted with new members.
- The Advocacy Task Force is starting its work.
- PAEC leadership appointment has been made.
- Conference Task Force needs to be appointed; we need a system for convening virtual conferences after 2 years of experiments.
- Each Member-at-Large is assigned as liaison for specific committees.
- JEDI statement is not needed for nomination nor for proposal submission (one AAAL member left the Association due to differences in understanding of the entailments of JEDI).
- More work is needed to address the perceived lack of AAAL's commitment to Indigenous language scholarship.

Discussion:

No discussion.

OPERATIONS: JEDI Report – Usree Bhattacharya (Exhibits #3-3a)

JEDI Standing Rules 8 and 10

Usree explained Exhibits 3-3a. To give everyone a chance to read the details, a motion was to be made after the break to consider adoption.

Discussion:

- We could consider providing a video version of the inclusive presentation guidelines.
- We could provide opportunity for presenter to review and to adopt the inclusive presentation guidelines at the proposal acceptance stage
- We could use the slide template that is already available.
- People have different understandings of what JEDI is or should be.
- Dialogs and discussions will be useful.

Ryuko thanked Usree for her hard work.

Operations: Financial Reports and Discussions – Paula Winke and Valerie Smith

- All seems to be fine, on the basis of the latest financial statements.
- The potential impact of decreasing participation from international colleagues in our conferences in the next few years needs to be explored.
- Paula thanked Val and the office for support with smooth onboarding

Discussion:

No discussion.

BREAK

OPERATIONS: JEDI Report – Usree Bhattacharya (Exhibits #3-3a) – continued from before the Break

MOTION: It was moved by Usree and seconded by Andy to approve the revised SR 8 and SR 10.

**Standing Rule 8:
Nominations and Elections**

[...]

B. NOMINATIONS

1. The Nominating Committee shall follow the procedures outlined in the Nominating Committee Manual.
2. The Nominating Committee shall prepare a slate consisting of:
 - a) One nominee each for the positions of Second Vice President, Member-at-Large, JEDI Officer and FFAL Trustee;
 - b) Eight nominees for the Nominating Committee; and
 - c) As needed, two nominees per open position on the Dissertation Award Committee; Book/First Book Award Committee; Research Article Award Committee; Distinguished Public Service Award Committee; and Justice, Equity, Diversity & Inclusion Committee;

l) It is expected that candidates for standing committees possess expertise relevant for the committee in question.

**Standing Rule 10:
Justice, Equity, Diversity, & Inclusion (JEDI) Committee**

A. PURPOSE

The JEDI Committee supports members in enacting justice, equity, diversity, and inclusion (JEDI) principles through consultation, collaboration, and the proactive development of initiatives that strengthen these principles across the Association's structures and practices.

B. MEMBERSHIP

The JEDI Committee is composed of five core members, including the JEDI Officer. Additional non-voting or ex officio members may be invited to participate in specific initiatives as needed.

Membership Guidelines:

1. The JEDI Officer shall serve as chair and act as the liaison between the JEDI Committee and the Executive Committee.
2. Two other members are elected for staggered terms of three years each.
3. Two members are appointed for staggered terms of three years each by the Second Vice President in consultation with the JEDI Officer. Appointments are made prior to the general business meeting at the annual conference in order to maintain a committee membership of five.
4. One of the appointed members is typically a current member of the Graduate Student Council (GSC), preferably someone with experience on the GSC Diversity Committee or related JEDI initiatives. If they cease to serve the GSC before the three-year term, another GSC representative shall be appointed.
5. All appointments must be made with consideration to justice, equity, diversity, and inclusion. Special attention should be paid to ensure that the committee includes individuals with demonstrated experience engaging with issues of structural inequality and social justice. Such experience may be reflected in prior service, advocacy work, scholarly contributions, community involvement, or other relevant forms of engagement.

C. ACTIVITIES

The activities of the committee include, but are not limited to:

1. Supporting the Conference Chair, their team, and the Business Office in the facilitation of an accessible and inclusive annual conference;
2. Developing, reviewing, and sharing the Association's JEDI-related definitions, commitments, and goals to ensure they remain relevant, actionable, and responsive to member needs.
3. Generating and analyzing data—including, but not limited to, membership demographics, conference strand participation, session attendance patterns, survey results, and leadership representation—to assess the extent of progress made towards the achievement of said JEDI goals;
4. Making recommendations to the Executive Committee, informed by that analysis, to guide ongoing JEDI-related initiatives through policy changes or other activities;
5. Providing ad hoc consultations with individual members, committees, and/or the Executive Committee of the Association regarding the enactment of the principles of justice, equity, diversity, and inclusion in the Association's structures and practices.
6. Engaging, as needed, community consultants from equity-deserving groups outside the committee to ensure that perspectives relevant to specific JEDI-related matters are meaningfully incorporated into the Association's activities and decision-making processes.

Discussion

- What is “equity deserving”?
- Qualifications for JEDI officer need to be added to SR at some point.
- Qualifications for elected members should include ‘expertise’ in the area.

All voted in favor. The motion passed unanimously.

Ryuko thanked the committee for doing this hard work.

Operations: Conference (Exhibits 4-5)

Report: 2026 Conference – Mari Haneda (Exhibit 4)

Discussion

- Concerns with noise at the Roundtable had to do with the hardwood floor of the room.
- Mari will follow up with Val to address concerns expressed by conference participants.

Ryuko thanked Mari.

Report: Virtual 2026 Conference - Peter De Costa (Exhibit 5)

Discussion

- Plenary and invited colloquia will be live sessions.
- Please help promote the online conference.
- Financial hardship makes online conferences all the more important.

Ryuko thanked Peter.

2028 Sourcing Update – Valerie Smith

- The Business Office looked into UBC Campus as a potential conference site.
- Challenges include: dates to be changed from March to May; immigration concerns (for non-US citizens residing in the US); physical accessibility (different buildings across campus vs. one hotel); not cost effective.
- Let's look at hotels instead.

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

Update to Standing Rule 17.I - Mari Haneda

Indigenous Scholarship fund: should we limit the award to \$500 per author or per presentation?

Discussion:

- What is the purpose of this scholarship?
- What information is collected in the application?
- Leave it as is and give the Chair authority to determine.
- AAAL needs a tribal liaison to go beyond land acknowledgement.

SIG Formation Discussion – Ryuko Kubota (Exhibit 7)

Table it to next year

Standing Committee/Leadership Reports

OEOC – Stephen Moody (Exhibit 8; 8a)

Discussion:

- Collaborating with CAL will reduce OEOC's workload.
- OEOC can work more closely with JEDI committee.
- We could consider providing workshops on how to submit a proposal.
- Presenting a publishing-focused webinar per year (by Multilingual Matters) will benefit the membership and also reduced OEOC's workload.

AAALetter Report (Exhibit 8a)

Discussion

- Varying modality and adding audio is a great idea.
- It would be necessary to clarify the proposed role of co-chair.

GSC – Sarah Howard (Exhibit 9)

No discussion.

Advocacy Task Force – Manka Varghese (Exhibit 10)

No discussion.

Multilingual Matters/Book Access – Peter De Costa

- Multilingual Matters provides free access (20 books) to AAAL membership.
- In return, Multilingual Matters has a list of conditions/asks.

Discussion

- We should ask for an increase of sponsorship of GSC to \$7000 and give Multilingual Matters ‘premiere sponsor’ status
- We need to confirm with OEOC regarding the publishing-focused webinar by Multilingual Matters.

Review of EC Action items – Valerie Smith

Nardone Contract – Ryuko Kubota

Pending review by lawyer to be retained by AAAL.

Adjournment

Ryuko thanked everyone for their participation and contribution.

The meeting was adjourned at approximately 12:16 p.m. ET

Respectfully submitted,
Agnes He