

AAAL Executive Committee Meeting via Zoom  
Thursday, June 30, 2022  
11:00 AM – 1:00 PM ET

### **Minutes [Approved]**

**Present:** Fabiola Ehlers-Zavala, President; Lourdes Ortega, President Elect; Peter De Costa, 1<sup>st</sup> VP; Ryuko Kubota, 2<sup>nd</sup> VP; Patsy Duff, Immediate Past President; Scott Jarvis, Treasurer; Jennifer Leeman, Member-at-Large; Julie Sykes, Member-at-Large; Yasuko Kanno, Member-at-Large; Oksana Moroz, GSC Representative/Co-Chair; Michael Amory, Chair of OEOC; Brittney Love, Ex Officio; and Agnes He, Secretary.

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

Fabiola welcomed all participants, thanked all who contributed to the preparation of the meeting, and invited everyone to introduce themselves.

Fabiola officially called the meeting to order at 11:08 a.m. ET

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

Fabiola called for a motion to approve the meeting agenda

**Motion:** it was moved and seconded to approve the meeting agenda. The motion passed unanimously.

### **Approval of March 2022 EC Meeting Minutes (Exhibit #3)**

Fabiola called for a motion to approve the March 2022 EC meeting minutes

**Motion:** it was moved and seconded to approve the March 2022 EC meeting minutes. The motion passed unanimously.

### **Review Rules of Order (Exhibit #2)**

Agnes reviewed the basics of parliamentary procedure, focusing on making a motion and amending a motion.

### **OPERATIONS: Financial (Exhibits 4-6) - Scott Jarvis & Brittney Love**

Scott reviewed the financial reports (Exhibits 4-6).

- AAAL is doing well financially in a bad financial year.
- Focus on the overall financial picture, rather than individual accounts
- Areas of concern: membership due is down from last year; conference registration is down; investment income is down (beyond our control).

Brittney: AAAL is managing its finances well. Our expenses are below budget.

Question asked: what is the impact of current finances on the 2023 conference? Anything we can do to address the concerns?

Brittney explained the conference budgeting process, indicated that the proposed graduate student social event could have an impact on 2023 conference expenses, and recommended that EC discuss and address the membership issue if it stays low.

Various suggestions were made: automatic reminder of membership renewal, an improved reminder system, auto-renewal of membership, lifetime membership, linking membership with eligibility for leadership positions and awards, and 2-year membership.

Fabiola thanked Scott and Brittney for their reports and thanked the EC members for comments and suggestions.

### **Strategic Discussion**

#### **Honoraria for conference plenary speakers - Lourdes Ortega**

Lourdes invited everyone's thoughts on whether or not to offer honoraria to conference plenary speakers. Members shared pros, cons, concerns, and suggestions.

Some background:

- no speaker has requested honorarium

- no one has declined to be a plenary speaker because of lack of honorarium
- plenary speakers were paid 500USD each when AAAL conference was held virtually

#### Pros – Yes honoraria

- AAAL should not contribute to the broad trend of asking for unpaid work
- Other conferences such as TESOL pay honoraria
- Non-AAAL-member speakers may be expecting honoraria

#### Cons

- No need; the honor itself is enough

#### Concerns

- Additional financial burden on conference participants, who have no say in who to invite as plenary speakers
  - Implications – if plenary speakers receive honoraria; then should invited colloquia organizers too?
- Etc.
- Potential negative implications for graduate students who are already asking for discounted registration fees

#### Suggestions

- Offer honoraria and provide option to donate to AAAL to support graduate students
- Honorarium or not depends on who we invite, AAAL member or non-AAAL member

The discussion was not conclusive. Several members expressed that they feel torn or neutral. Fabiola thanked everyone for their contribution. This issue will continue to be discussed.

#### **Pros and cons of increasing NomCo terms to 2 years - Peter De Costa**

Peter explained that the purpose to extend the term to 2 years is so that the members will have a longer time to learn the job and to provide continuity for the committee. He then invited comments from everybody.

One member commented that continuity will be very helpful. Another member indicated that extending the time of service may not be helpful. The problem is that the guidelines are not clear enough. It is important to

have fresh new perspectives each year on the committee, so 1-year service would be preferred. Another member suggested that staggered terms of service could also help.

This topic will be further discussed at future NomCo meetings.

### **Adjusting Standing Rules to allow for consideration of people who have been members within the last two years for leadership/committee roles - Peter De Costa**

Peter said that this point will be brought up again in the discussion with regard to the changes in the standing rules. The current rule was clarified.

## **OPERATIONS: Conference**

### **2022 Conference Survey Results (Exhibit 7) – Lourdes Ortega**

Lourdes: Based on numerical results, the survey responses are quite positive overall. Some respondents indicated the benefit of having the AAAL conference in conjunction with the TESOL conference. However, qualitative results of the survey will be much more helpful for future planning purposes.

The Business Office will provide qualitative results of the survey after the meeting.

It was pointed out that the entire number of conference participants will be useful in understanding the significance of the survey responses.

Congratulations were extended to Lourdes for hosting a very successful conference.

All agreed that qualitative comments from the participants will be most helpful.

### **Conference Task Force Update – Lourdes Ortega**

Lourdes: The task force members as well as 3 guest members invited by the Task Force to provide input from their unique perspectives have been meeting regularly. The mission is to do some re-conceptualizing about conferences in terms of whether to continue running conferences as usual or to make some changes, in terms of inclusion and modality. Specific topics of discussion include: whether to hold hybrid conferences, or to hold

the two conferences a year (1 hybrid, 1 in person), or to hold annual conferences alternating between in-person and hybrid? Whether or not to offer honoraria for speakers? Etc. This is long-term work and the task force is going thoughtfully and slowly. There will be no impact for the conference that Ryuko will be running. Changes, if any, will occur after our current commitments.

Lourdes indicated that she will go with Peter to the conference site for the 2023 conference preparation.

Brittney reported a meeting that she and others had with the TESOL conference planning committee:

- TESOL has no plans to go virtual
- TESOL emphasized the benefits to holding AAAL and TESOL together (2024 and 2025, AAAL will be held separately from TESOL)
- Pre-pandemic TESOL in-person conference had 6500 participants; during the pandemic TESOL hybrid conference had 2000 participants in person and 8000 online

Questions asked: Is it possible to form a conference committee with a small number of people to serve the AAAL conference needs for 2 to 3 years in order to reduce the repetitive work that each year's conference organizing committee has to do?

Fabiola thanked members for comments and suggestions and suggested that Lourdes and the conference task force take up this topic in their discussion.

### **2023 Conference planning update – Peter De Costa**

Peter thanked Lourdes for her support in the planning of the 2023 conference. The 2023 conference planning is well underway with a total of 25 strands, a list of things to fix (if it cannot be fixed we will look for external support), the Language Learning Roundtable will be replaced by a roundtable funded by the NFMLTA/MLJ Roundtable Conference Grants.

One issue that was discussed at length was the grad student's research roundtable and the Graduate student social mixer, which has a financial implication of \$5,000.

One member commented that funding for graduate student event disappeared from financial statements in recent years; not sure why. Another member explained that, at the 2019 conference, the graduate student event was ticketed at \$10 per person; there were complaints about the ticket price. Since the issue was too

contentious, funding was stopped. At the 2022 conference, the event was held but there was no drink and food. Another member stated that the reason for holding graduate student research Roundtable is to provide opportunities to share work-in-progress and opportunities for mentoring. Graduate students are trying to revive the social mixer and hope that graduate student status can be clearly identified on the conference participants' name badges.

Peter: The graduate student event will be organized by the GSC and is separate from the other planning that is going on for the conference. There is no problem to provide badges that identify graduate student status.

### **OPERATIONS: Governance**

#### **Standing Rules changes (Exhibit 8) – Brittney Love**

Brittney went over the proposed changes to SRs.

SR8, Section B2ei: Membership Requirements for Nominating Committee (see Exhibit 8).  
No discussion.

SR8, Section B2l: Terms of appointed/elected committee members and consecutive terms: Allow appointed officers to continue to serve one extra year (see Exhibit 8).

Revisions of the wording were suggested.

The final version of this change reads:

*One-year term extensions for appointed officers may also be possible if no other qualified candidates are willing or able to serve.*

SR 17, Section D4: Removal of language regarding LLRT (Language Learning Roundtable) (see Exhibit 8).  
No discussion.

SR 20, Sections B1a and B3c: Add Chair of OEOC to reimbursable expenses (see Exhibit 8).  
No discussion.

Fabiola called for a motion to approve all of the above changes.

**Motion:** It was moved by Julie and seconded by Jenny that all of the above changes to SRs be approved.

Question asked: Is the placement of “*One-year term extensions for appointed officers may also be possible if no other qualified candidates are willing or able to serve*” in SR8, Section B2l appropriate?

The original intent of the changes to SR8, Section B2l was discussed and confirmed -- the original intent concerned ‘appointed’, not ‘elected’, officers.

It was agreed that the change was misplaced.

Fabiola invited an amendment to the main motion on the floor.

**Motion:** Ryuko moved to friendly amend the motion by moving the changes to SR8, Section B2l to the end of SR6, Section F3 (VP responsibilities).

The new SR6, Section F3 reads:

*Prior to the business meeting at the annual conference, the Second Vice-President shall appoint the chair of each committee (except as otherwise noted herein) and, in consultation with that chair, shall appoint the remaining members so that these chairs and members may assume their positions at the conclusion of the annual business meeting (Bylaws Article IX, Section 6). One-year term extensions for appointed officers may also be possible if no other qualified candidates are willing or able to serve.*

Ryuko’s motion to amend the main motion was seconded by Lourdes. There was no further discussion. The motion for amendment was carried unanimously.

Fabiola returned to the main motion to approve all the SR changes as amended.

**Motion:** It was moved by Julie and seconded that all the changes as amended be approved. There was no further discussion. The motion was carried unanimously.

### **NomCo Task Force Update (Exhibits 9.1 & 9.2) - Peter De Costa**

Peter praised Netta Avineri for her work and summarized the report provided by the task force.

- extend the deadline to allow for more time and a greater participation
- to provide better guidelines for greater clarity
- to aim for early distribution and wider distribution

The EC supports the committee's work and encourages the task force to move forward.

### **OPERATIONS: Leadership Reports**

#### **AILA (Exhibit 10) - Agnes He**

Agnes requested input regarding AAAL policies positions that could be submitted to AILA for endorsement in order to support AILA and increase AAAL's impact.

Fabiola suggested *AAAL Resolution on Guidelines for communicating rights to non-native speakers of English in Australia, England and Wales, and the USA (April 2016)*.

Fabiola further suggested that AAAL welcome AILA to review all AAAL position statements and endorse what they choose.

#### **Conference connections (Exhibit 11)**

The EC agrees with the suggestions presented in the report regarding the revision of the process for obtaining interest in the mentoring program.

Brittney indicated that she appreciated the recommendations.

#### **DEIA (Exhibit 12) - Agnes He**

Agnes asked whether it would be more appropriate for the new DEIA Task Force, rather than the Secretary, to communicate with the membership regarding DEIA matters.



Fabiola explained that the work of the DEIA task force is exploratory and conceptual and is not yet public. The secretary's DEIA report to the membership focuses on actual DEIA outcomes and achievements. Hence the Secretary's DEIA reporting responsibility will not change.

### **OEOC (Exhibit 13) - Michael Amory**

In the interest of time, the discussion of the report from OEOC was tabled. Fabiola, Brittney and Michael will have a separate discussion. Michael indicated that he and his committee welcome suggestions from everybody.

The OEOC was complimented on their great success in attracting a large number of volunteers.

### **Review of EC Action items - Brittney Love**

In the interest of time, Fabiola requested that Britney share action items in writing after the meeting.

**Motion:** Fabiola invited a motion to adjourn the meeting. Ryuko moved to adjourn the meeting, seconded by Lourdes. No further discussion. All members voted unanimously to adjourn the meeting.

The meeting was adjourned at 1:09 p.m. ET

Respectfully submitted,  
Agnes He