

**AAAL Executive Committee Meeting via Zoom**

**Day 1**

**Thursday, October 20, 2022**

**1:00 PM – 5:00 PM ET**

**Minutes [Approved January 31, 2023]**

**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 and called the meeting to order at 1:01 pm ET  
A group photo of all meeting attendees was taken for inclusion in the AAALetter.

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

Fabiola called for a motion to approve the meeting agenda

**MOTION:** it was moved by Jenny and seconded by Julie to approve the meeting agenda. The motion passed unanimously.

**Approval of June 2022 EC Meeting Minutes (Exhibit 2)**

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

**MOTION:** It was moved by Jenny and seconded by Ryuko to approve the June 2022 EC meeting minutes. The motion passed unanimously.

**OPERATIONS: Financial (Exhibits 3-6) - Scott Jarvis & Brittney Love**

Scott reviewed the financial reports in detail (Exhibits 3-5).

- AAAL is doing OK financially this year in the current bad financial climate.
- Areas of concern: membership due is down from last year; conference registration is down (non-member registration is down); investment income is down (beyond our control).
- We are breaking even this year (2022) but should expect a deficit of 75K in 2023, with high inflation rate, high conference cost (technology, food and beverage), and new contract with NCG.
- Good news: our expenses are below budget.

Various suggestions were made by EC members to reduce expenses: stay financially conservative; hold midyear EC meetings online; consider holding more virtual conferences; seeking sponsorships; drive up membership; increase conference registration; move conference site from hotels to campuses.

Question: Does AAAL make socially responsible investments?

Answer: Yes, criteria for socially responsible investments do exist.

Scott relayed two **MOTIONS** from FFAL (Exhibit 6).

- (1) A total of 6K be made available for student travel. No discussion. All voted YES (except for Jenny who was absent momentarily). The motion carried unanimously.
- (2) To approve the terms of the Grabe-Stoller gift. After some discussion about the operational details, all voted YES (except for Jenny who was absent momentarily). The motion carried unanimously. It was further suggested that Bill and Fredericka be recognized at the upcoming AAAL conference in 2023.

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

### **Executive Session (Exhibit 7)**

#### **Break**

### **OPERATIONS: Membership (Exhibit 8) – Brittney Love**

Brittney presented a midyear membership report (Exhibit 8).

Discussion/suggestions from EC members:

- Information regarding where solidarity awardees are from
- DEIA info – How to collect? Self-report? How to reconcile different definitions from different regions?
- Percentage of membership go to conference?
- Percentage of membership who attend AAAL events, e.g., webinars

Fabiola thanked Brittney for the report and everyone for their contribution.

### **OPERATIONS: Conference (Exhibits 9-10) – Peter de Costa and Ryuko Kubota**

#### **Portland 2023 Conference planning update – Peter De Costa (Exhibit 9)**

Peter went over Exhibit 9 in detail. He thanked AAAL for funding to hire graduate students, some of whom will continue on to assist with the planning of 2024 Conference. He further recommended continued support for future hotel site visit by President Elect, 1<sup>st</sup> VP and Business Office Events Manager.

#### **Houston 2024 Conference preview/update – Ryuko Kubota (Exhibit 10)**

Ryuko thanked Peter and Brittney for assistance and guidance regarding running 2024 conference. She indicated that a multi-year conference team will help with efficiency and continuity. Ryuko went over Exhibit 10 in detail and asked EC members re-evaluate the statuses of the strands and reconsider the policy of conference proposal submission.

**MOTION:** Revise Standing Rule #17 regarding policy of proposal submission

“Individuals may submit a maximum of one abstract as first author, whether a paper (including papers presented in a colloquium), a poster, or a roundtable session. This means that an individual can only appear once as a first author on the program, with the exception of also serving as a conference workshop presenter, plenary speaker, or participating in an invited colloquium.”

“An individual may take on an additional role as a colloquium organizer or discussant. For papers, an individual may also appear as a co-author/co-presenter of another paper, provided they are not first author.”

It was moved by Ryuko and seconded by Lourdes that (A) deleting the underlined part above and (B) reword the second rule as follows: “An individual may appear another time as one the following roles: (i) colloquium organizer (ii) discussant, or (iii) co-presenter of another paper, provided they are not first author.

Discussion: several members expressed support for the motion, citing examples from previous conferences where some individuals’ names appeared multiple times in the conference program. Some members asked questions for clarification.

**MOTION:** Lourdes moved to friendly amend the motion by (1) inserting “*preconference workshop presenter*” between (ii) *discussant* and (iii) *co-presenter of another paper*; and (2) changing “*co-presenter of another paper*” to “*co-presenter of one more paper*”

Peter seconded the motion to friendly amend Ryuko’ motion.

All voted in favor of the friendly amendment. The friendly amendment carried unanimously.

Further suggestions were made by EC members that given the nature of the proposal, more time is needed for deliberation and therefore it is best to table the discussion to either Day 2 of the October 2022 EC meeting or the January 2023 EC meeting. Additional suggestions were made to run the proposed change by the Conference Task Force.

Ryuko withdrew her original motion and will bring it up again taking into account Lourdes’ amendment in January 2023. Ryuko welcomes feedback and suggestions.

#### **OPERATIONS: Awards (Exhibits 11-12)**

Fabiola announced that the 2023 **DPSA** Winner is Lee Tonouchi (Exhibit 11) and the 2023 **DSSA** Winner is Aneta Pavlenko (Exhibit 12).

The question from DSSA committee: Can the Committee reach out to the nominators of other nominees for this year to encourage them to reapply next year? The answer is YES.

## OPERATIONS: Governance

### Standing Rules changes (Exhibit 13) – Brittney Love

Brittney went over the proposed change to **SR 12, Section F2a**: Change the appointment of the Chair of the Dissertation Award Committee from the First Vice President to the Second Vice President

Fabiola called for a motion to approve the above change.

**Motion:** It was moved by Julie and seconded by Peter that all of the above change be approved. There was no discussion. The motion was carried unanimously.

### TESOL Conference - Invitation to Present at TESOL 2023 in Portland (*President Fabiola Ehlers-Zavala*)

It was unanimously agreed that Fabiola should represent AAAL and deliver the invited presentation at TESOL 2023 in Portland to maintain a close relationship with TESOL International. Fabiola pointed out that TESOL is providing complimentary conference registration, and recommended that AAAL reciprocate in kind in the future to maintain a good collaboration.

### JNCL-NCLIS - BEST ACT Discussion (*President Fabiola Ehlers-Zavala*)

**MOTION:** It was moved by Fabiola and seconded by Jenny that AAAL sign on to the Joint National Committee for Languages and the National Council for Languages and International Studies (JNCL-NCLIS) Biliteracy Educational Seal and Teaching (BEST) Act Senate FY23 National Defense Authorization Act endorsement letter to show the need for authorizing this important world language program.

All voted in favor. The motion carried unanimously.

## Review of EC Action items - Brittney Love

### Adjournment

**MOTION:** Fabiola invited a motion to adjourn the meeting. Jenny moved to adjourn the meeting, seconded by Scott. No further discussion. All members voted unanimously to adjourn the meeting.

The meeting was adjourned at 4:48 p.m. ET

**AAAL Executive Committee Meeting via Zoom**

**Day 2**

**Friday, October 21, 2022**

**1:00 PM – 5:00 PM ET**

**Minutes [Approved January 31, 2023]**

**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**

Fabiola welcomed all participants, noted that Lourdes and Yasuko will be joining the meeting a little, and called the meeting to order at 1:02 PM, ET.

**Strategic Discussion**

**Adding a night for a 2023 keynote speaker - 1<sup>st</sup> VP Peter De Costa**

**MOTION:** It was moved by Peter and seconded by Julie that Sender Dovchin, a keynote speaker at 2023 conference, be provided an additional night of hotel stay beyond the 5 nights permitted by SR, given the distance the speaker has to travel.

Discussion:

- schedule geographically distant speakers at later time slots during conferences.
- 2023 Conference schedule is hard to change at this point.
- A more general approach will be necessary for speakers who need to travel from far away.

All voted in favor. The motion carried unanimously.

### **Updating the language in Bylaws and Standing Rules to gender neutral/non-binary - 2<sup>nd</sup> Vice President Ryuko Kubota**

**MOTION:** It was moved by Ryuko and seconded by Jenny that AAAL update SRs to immediately change to gender neutral/non-binary language and to attend to Bylaw revisions as soon as possible.

Brittney will be responsible for making the changes. Agnes will send Brittney stylistic references and guidelines (done).

All voted in favor. The motion passed unanimously.

After the vote, Ryuko shared a document with a list of binary pronoun usages in current SRs and Bylaws.

### **OPERATIONS: Committees and Councils**

#### **OEOC – OEOC Chair Michael Armory (Exhibit 14)**

Michael went over Exhibit 14. He highlighted the success of OEOC webinars, especially the last one, with 500+ registrants and 140+ attendees. More webinars upcoming.

**MOTION** from OEOC: An AAAL Instagram page be officially approved (the page is already up).

Discussion:

- Advantages: draw larger audience beyond FB.
- Complementing AAAL GSC Instagram page
- Impact for the Business Office was discussed – it was confirmed with Brittney an AAAL Instagram will not create additional burden to the Business Office.

All voted in favor. The motion passed unanimously.

Michael asked whether there are specific ways that the EC envisions engaging the AAAL membership through the OEOC.

Discussion:

- Convert non-member attendees at AAAL events to become AAAL members.
- Give President a chance to thank the people who run the webinars.
- Webinars need a great deal of support.
- AAAL Membership be mentioned/advertised during OEOC events.
- Status and updates of the ‘AAAL Oral History Project’.
- Possibility of conducting the Oral History Project via Zoom.

Michael welcomes EC’s further feedback regarding ways of tracking DEI of both our Standing Committee and sub-committees’ compositions.

Fabiola thanked Michael and his committee for their excellent efforts and many achievements.

### **AAALetter - Secretary Agnes He (Exhibit 15)**

Agnes highlighted two issues from the AAALetter team – one long term, one short term.

How can we increase *AAALetter* engagement long term? Agnes went over the proposed new format for AAALetter beginning June 2023 (as described in Exhibit 15).

Proposed new format:

- a. We recommend a new format (starting June 2023) that includes **four** main sections:
  - i. Special Features
    1. Spotlights
    2. Tributes/Recognitions
    3. Creative Activities (Outreach, Teaching, Research)



- ii. Leadership Updates
  1. Update from EC Leadership (e.g., from President or rotating member)
  2. 1st or 2nd VP and Conference Updates
- iii. Select Committee Activities
  1. A Committee Spotlight
  2. Link to archive of all committee reports
- iv. AAAL Partnerships
  1. AILA
  2. ARAL
  3. AIALA
- v. Editor's Bio

Discussion:

- Several members indicated that the proposed new format makes a lot of sense.
- Could also highlight and promote different sections of the new format on social media.
- Section iii of the new format will help with recruitment and generate volunteer activities.
- Could consider posting and updating annual conference info on the AAAL webpage – not necessarily having to take up space in AAALetter.
- Could consider a multimodal approach for AAALetter – using video, rather than text only.
- Overall, the EC supports the proposed new format for AAALetter.

On behalf of AAALetter, Agnes asked who the AAALetter Editor should reach out to for authoring a tribute to Spolsky for the upcoming December 2022 issue of *AAALetter*.

Discussion:

- The top choice is Elana Shohamy. Elana will also be the best person to ask for photos that you might want to use in connection with the tribute. It was also suggested that you could consider asking Elana whether she would prefer to write a solo piece or a piece that is co-authored with Tim McNamara (who also worked with Spolsky very closely).
- Other recommendations are: Ofelia Garcia and Francis Hult.

Fabiola thanked the AAALetter team and Steph's and Sarah's leadership.

**Conference Connections (Exhibit 16)** Leadership Report from Dustin Crowther (*informational only*)  
No questions or discussion.

**GSC - Oksana Moroz (Exhibit 17)**

Oksana went over Exhibit 17.

**MOTION:** It was moved by Oksana and seconded by Ryuko that AAAL change SR for past members of GSC and subcommittees to be eligible to apply for graduate student awards.

Discussion:

- Makes great sense to do so to encourage, not penalize, graduate student participation and leadership

All voted in favor. The motion passed unanimously.  
Furthermore, there should be no need for moratorium.

Oksana asked if AAAL membership fees can be waived or discounted for graduate student council members (impacting about 25 student members). It was decided that this matter be taken up by the Budget Committee for closer examination.

Oksana asked if graduate students who pay 2-year memberships can get a discount? It was decided that this matter be taken up by the Budget Committee for closer examination.

Fabiola thanked Oksana and GSC for their work.

**NomCo - Peter De Costa (Exhibit 18)**

On behalf of NomCo, Peter asked if there are ways to streamline the process so that NomCo has an easy way to confirm membership status of people whom they seek to nominate?

Discussion:

- Give Chair of NomCo access to the membership database/spreadsheet.
- Request should go to Hannah at the Business Office from NomCo chair, cc Brittney.

## BREAK

### OPERATIONS: Task Forces

#### Conference Task Force - Lourdes Ortega (Exhibit 19)

Exhibit 19 is a midterm report. Final recommendations will be available in January 2023.

Lourdes invited feedback on the following: sending out a quick poll to the membership with two questions (draft-only here): (1) What AAAL conference format would you be most inclined to attend in the future: (a) in-person, (b) virtual, (c) hybrid, (d) I would attend the AAAL conference regardless of the format. (2) How much do you like the idea of having the AAAL conference in person and virtual formats in alternating years? 1=Not at all...6=Very Much. Results would be needed before our last meeting (Nov 18<sup>th</sup>), so desired target date is in late October (AFTER outcomes for AAAL 2023 have been sent out).

#### Discussion

- The earliest implementation of whatever decision made would be 2026.
- What is the exact entailment of hybrid (different degrees and different formats)?
- Possible to have both in-person and online sessions (separately and not hybrid)?
- Include cost information in the options in the survey.
- Implications for conference planning team were discussed.
- Survey should be sent to everyone who has participated and presented at the conference (not merely AAAL members).

Lourdes invited input on AAAL 2026 Salt Lake.

#### Discussion

- Timeline for booking hotel: 3 years ahead
- Co-locating with TESOL adds constraints
- Implications for conference chair
- Proposed survey is for long term planning and should be separate from planning for 2026
- Do some preliminary investigation re Salt Lake financially

- Number of conference participants matters greatly financially
- Location matters - in the past, conference held in Salt Lake was not successful
- Include “City Preference” in the survey?

Fabiola thanked Lourdes and the Task Force for their work.

#### **DEIA Task Force - Ryuko Kubota (Exhibit 20)**

Ryuko went over Exhibit 20 and asked whether the EC has a specific date by which they would like to receive the final recommendations from the DEIA Task Force.

Fabiola’s answer: Ideally, by March 2023.

#### **Indigenous Scholarship – Ryuko Kubota (Exhibit shared during the meeting and added to the EC files on Dropbox after the meeting)**

Ryuko shared a document detailing the adjudication processes of the Indigenous Scholarships. She highlighted the ethical practice of research as an important criterion (e.g., collaborating with indigenous community rather than merely collecting data from them) and pointed out some inadequacies in existing related SRs.

#### Discussion

- Financially, the amount of \$500 is too little.
- Are financial needs necessary as selection criteria?
- Specific changes to SRs will be recommended at the January 2023 EC meeting.

Fabiola thanked Ryuko and her group’s speedy action; members of the Scholarship committee praised Ryuko’s leadership.

#### **Early Career Task Force - Fabiola Ehlers-Zavala (Exhibit 21)**

Fabiola went over the recommendations for Early Career Scholars from the Early Career Task Force (Exhibit 21).

#### Discussion

- Recommendation #1, can add the question, but (at this time in the year/process) it may not capture the full picture of members registering.
- #2, adding that suggestion to the checklist for future conferences, but there are other details that will need to be sorted out.
- For #3 and #4, will refer both items to Budget Committee.
- Need to consider the (added) workload for everyone.
- Further action will be taken as EC is able to.
- Fabiola will communicate with Task Force to clarify goals and end results. (Done)

### **OPERATIONS: Leadership Reports**

**American Anthropological Association Open-Access Repository Advisory Board** Report from Sabina Perrino (*informational only*) (**Exhibit 22**)

No questions. No discussion.

**AILA - Agnes He (informational only) (Exhibit 23)**

Agnes highlighted the fact that AAAL contributes significantly to AILA and suggested that it would be useful to think about how AAAL can better benefit from being an AILA affiliate association.

Discussion

- Create a task force at some future point to look into AAAL-AILA relationship further
- Being a part of AILA contributes to building international communities, even though at a financial cost to us
- AAAL conference rate for AILA members
- Annual AAAL Membership fees to AILA – not all AAAL members pay the same AAAL membership fees and yet AAAL Membership fees to AILA are based on the total number of AAAL members (regardless of their fee scale)
- Fabiola and Scott will negotiate with AILA regarding AAAL annual membership fees

**ARAL - Fabiola Ehlers-Zavala (Exhibit 24)**

**MOTION from ARAL:** Nominate new editorial director for CUP/ARAL to replace Uju Anya whose term expires in December 2022

All voted in favor.

ARAL requests suggestions from AAAL for the editorial board to review the work of scholars in the general area of Anxiety, research methods, Lavender Linguistics.

Recommendations: Rodrigo Borba (recommended previously), Kris Knisely (University of Arizona), Yang Xiao-Desai (San Francisco State University)

Brittney will confirm AAAL membership of these recommended individuals. Fabiola will follow up and thank Alison Mackey.

**DEIA - Agnes He (informational only) (Exhibit 25)**

No questions. No discussion.

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

#### **Adjournment**

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

The meeting was adjourned at 4:29 p.m. ET

Respectfully submitted,  
Agnes He