

AGM-LLRC

Monday, May 28, 2012

1. Call to order by Geraldine Balzer.
2. Members present and attendance sheet passed around.
3. Approval of agenda and announcements moved by Julie-Anne Kniskern and seconded by Wendy Crocker...carried.
4. Approval of minutes from last year's meeting...motion to approve made by Ingrid Johnston and seconded by Lu Iannacci...carried.
5. Business arising from the minutes...began by thanking members of CSSE, CATE, and LLRC, for their preparations conference so far is going well. Jim Cummins was a great beginning to our sessions in the preconference. The expansion of the website (\$500) is underway. The goal is to create a wiki-like space so that people could add their own information. Quote was for \$1000 and couldn't find anyone to do it for \$500 so Tara-Lynn Scheffel secured an additional \$500 from Sharon Rich, VPAR at Nipissing University. Mary-Lynne Snedden has agreed to do the work for this amount with the understanding that she will work on this in-between other priority work.
6. Reports

Move acceptance of all reports omnibus moved by Lynne Wiltse and seconded by Diane Collier.

President Report (Geraldine Balzer)...CIBC new rules to change signing authority...all members must be present at the branch in order to do this. TD allows this transfer and Tara-Lynn has opened a new account in North Bay. Geraldine is making a motion to close the account...moved by Julie-Ann Kniskern and seconded by Lu Iannacci...carried.

No information received from CSSE from last year...catering bills, memberships...lots of holes in the Membership chart...much information outstanding.

Financial statements need to be updated...additional \$50 from CIBC account that needs to be transferred to new TD account. There is approximately \$6000 in the account to date. Cost for Master's Award recipient to travel, catering costs. Geraldine went through this year's projected costs. At this point, we don't have a great deal of money (\$623) left after costs.

Mentioned that we might want to look at more space for the preconference in Victoria next year...there were 100 submissions this year and projected that there might be even more next year. Not enough time for discussion at the beginning of the day with the keynote speaker.

Nominations (Tara-Lynn Scheffel): No report...names have been submitted.

Pre-conference Report: Diane reported that we had over 30 submissions, and an equal number from faculty and graduate students. Groups were arranged thematically, everyone's feedback about Jim Cummins was very positive...appealed to a wide range of interests. Enjoyed the format and the way that people worked together. More specific directions should be given about the sharing at the end. Cost of food...\$28 fee doesn't really cover the cost of food. Geraldine said that we kept the cost low to help with grad students. Should we keep the fee higher for faculty and the same for grad students...\$35 for grad students and \$50 for faculty was proposed.

Motion to increase the fees moved by Jeffrey Wood and seconded by Wendy Crocker...carried.

Note to thank the committee for its wonderful work. Mentioned that the mix of grad students and faculty was wonderful for the preconference.

Publications Report...no report because there was no publications chair this year.

Master's Research Award (Wendy Crocker): There were fewer submissions but shortlisted to 4. The winner will be at the CACS wine and cheese where Geraldine will present her with award. She is very excited and will continue on in her PhD at York in this area. This award does exactly what we hoped.

Graduate Representative (Sarah Burn): Sarah made note of two sessions that were put together for graduate students. The first is "Preparing yourself (and your paper!) for the Publishing Process: A Panel Discussion with the Editors of Language and Literacy to be held on Wednesday May 30, at 8:30. The second is "Mentoring in Practice: Ensuring a Collaborative and Inspiring Partnership" to be held on Wednesday May 30, at 1:15.

L&L Report (Lynne Wiltse): Looking for sources of revenue...

Conference Program Chair (Lindsay Moffat): (late addition to the agenda): 42 submissions...CACS ...accepted 26 paper and 6 as round tables. Had a really hard time getting reviewers and not sure why. Perhaps people are being overtaxed. Lynne Wiltse mentioned that

she was reviewing for other associations and it was like a review for a journal and it had not been like that in the past. Lindsay Moffat said that the website allowed for a revise and resubmit for the conference presentations which was confusing. Tara-Lynn Scheffel said that we should check with Tim Howard to see what the possibilities are within the website. Review process did not make sense for conference review. Geraldine Balzer stated that perhaps we could send out a combined call for LLRC reviewers to review preconference and regular conference since all other associations are asking at the same time as well.

Wendy Crocker asked if there was a way to establish the fact that grad students could review as well even if they are not presenting themselves. Could a repository of grad students be established? Tara-Lynn Scheffel stated that this was one of the goals of the wiki. That is, to allow people to express areas of interest and if they are willing to review. Diane Collier mentioned that we need to review the reviewer form and everybody needs to comment if they are reviewers. Rating scale may have some issues? If we put a program together, we need an abstract up front; otherwise we are making one up. Another person needs to put the abstract and program together for the preconference and people need to include references. This seems obvious but some people did not include them with their submission.

7. **Nominations:** Nominations were held and the following were elected:

Master's Research Award: Lynne Wiltse *After follow-up discussion, Lynne Wiltse and Wendy Crocker, another one of the nominees agreed to work as Co-Chairs.

Secretary: Sarah Burn

Graduate Student Rep: Erin Schryer

Pre-CSSE Conference Chair: None at this time. A call will go out to the membership.

Liaison: French Community: Lyne Legault

Publications Chair: Suzanne Smythe

New Business: Wendy Crocker suggested highlighting the Master's Award on the website and profiling this year's award winner and descriptions of those who were shortlisted.

Motion to destroy Ballots; Julie-Anne Kniskern and seconded by Terry Loerts.

Motion to adjourn...Terry Loerts.