

**MINUTES**  
**BRITISH ASSOCIATION FOR APPLIED LINGUISTICS**  
**ANNUAL GENERAL MEETING 2005**

**Bristol University**  
**Wills Building, Reception Room**  
**September 16<sup>th</sup> 2005**

The meeting began at 6.00 p.m.

50 people exactly were present throughout most of the proceedings.

**1. Introductions:** The members of the Executive Committee who were present introduced themselves. They were: Ronald Carter (Chair), Eddie Williams (Secretary), Esther Daborn (Treasurer), Joan Cutting (Meetings Secretary), Svenja Adolphs (Membership Secretary), Catherine Xiang (PG Liaison & Development Officer), Goodith White (Publications Secretary), Martin Edwardes (Web Editor). Ordinary Members: Richard Barwell, John Field, Graham Turner, Ema Ushioda, Cathie Wallace, Catherine Walter.

**Apologies:** Sarah Lawson (Newsletter Editor), Kate Segall (Co-opted: BAAL-CUP seminars)

**2. Minutes:** The Minutes of the BAAL AGM held at Kings College London on September 2004 were accepted without amendment.

**3. Matters Arising:** The following matters arose from the Minutes of the September 2004 AGM:

**3.1 (re 3.2)** The Secretary reported that he had prepared a BAAL endorsement for the statement on asylum seekers which had been presented to the meeting by Deborah Cameron (and which had already appeared on the BAAL Website). BAAL's endorsement was subsequently circulated on BAALmail for approval by the membership, and then posted on the BAAL Website.

**3.2 (re 4.4)** Catherine Walter had contacted a range of organizations whose interests overlapped with BAAL's informing them of BAAL Conference dates, in order to avoid clashes of dates. BAAL Conference dates for several years ahead appear on the BAAL Website. It was noted that unfortunately the 2005 BERA Conference overlapped with BAAL's.

**3.3 (re 5.2)** Catherine Walter confirmed that in the CLIE remit statement, the term "education" is taken to include adult education, further education, and ESOL.

**3.4 (re 8b)** Chair Ron Carter reported that BAAL had responded to the ESRC Virtual College's request for a BAAL nominee, and that he had taken on the role for a three-year period.

## **4. Officers' Reports**

**4.1 Chair.** The Chair took us through his written report. See attached.

**4.2 Secretary.** See attached written report. The Chair thanked the outgoing Secretary for his work over the last 3 years.

**4.3 Treasurer:** Esther Daborn presented the attached accounts, together with the Accountant's report, showing a balance on May 31<sup>st</sup> 2005 of £75,979. Guy Cook pointed to a slight discrepancy (amounting to £2 overcounted) in that total, and the Treasurer accepted the correction. Catherine Walter moved that Kurban Abji be re-appointed as auditor for the coming year. Eddie Williams seconded and the motion was carried unanimously.

**4.4 Meetings Secretary:** Joan Cutting took the meeting through the attached report. Julia Sallabank felt that SIG tracks and colloquia adversely affected attendance at individual papers. Richard Kiely (local organizer) said that the BAAL 2005 Conference organizers had been flexible, but that it had not always been possible to arrange matters such that individual papers were not timetabled against tracks or colloquia. Ron Carter reported that individual papers had been poorly attended at the recent AILA Conference. A whole day exclusively devoted to individual papers might contribute to improving attendance.

**4.5 Membership Secretary:** Svenja Adolphs went through attached report. The membership was approaching 700 which the Chair noted would strengthen BAAL's voice with respect to institutions such as the ESRC.

**4.6 Postgraduate Liaison and Development Officer:** Catherine Xiang went through the attached report. The Membership Secretary, Svenja Adolphs pointed out that the number of PGs who had joined in the last year was available in the Membership report.

**4.7 Publications Secretary:** Goodith White spoke to attached report. Jennifer Jenkins asked in what year books had to be published to be eligible for the BAAL Book Prize, saying that one submission for the 2005 Book Prize had not been published in 2004. Goodith confirmed the rule that eligible books should have been published in the calendar year preceding the Conference (i.e. 2004 for the present Conference). However, the picture could be complicated if soft cover versions were published later than hardback versions, or if second editions appeared. The possible infraction would be investigated. **Action: Publications Secretary**

**4.8 Newsletter Editor:** In Sarah Lawson's absence, the Chair thanked her for her work, and referred the meeting to the attached report. He noted that the Editor had recently taken up a post in a Secondary School, which would broaden BAAL's contacts. It was confirmed that the new BAAL News Review Editor was Nikhat Shameem from the University of Newcastle.

**4.9 Web Editor:** Martin Edwardes took the meeting through the attached report. He noted that BAAL's Website was increasing in size, and increasingly used. He

anticipated considerable changes in the future in terms of content and navigation. Ben Rampton asked about publisher access to the Website. Martin replied that publishers who were associate members could advertise recent books for a period of three months. He also intends to set up a page listing key texts available from the associate publishers.

## **5. Reports from BAAL delegates on outside bodies**

**5.1 AILA** – Ron Carter reported that Gaby Hogan-Brun, sponsored by BAAL, had been appointed an AILA member at large. Ron also thanked Richard Barwell for having attended the AILA July meeting in Madison in his place. Ron noted that in response to a request from AILA, BAAL would contribute £750 to the AILA solidarity fund to help people to attend the AILA Conference. In addition, an appeal would shortly be posted on BAALmail inviting individual contributions. **Action: Chair**

Ros Mitchell asked whether AILA had presented audited accounts at any meeting held in the course of the Conference. Richard Barwell said he would check. **Action: Richard Barwell**

**5.2 CLIE:** Catherine Walter outlined CLIE's remit and composition, and took the meeting through the points on the attached report. Chris Brumfit noted that CLIE was not strictly speaking an "outside body" relative to BAAL, and should therefore not be included under that heading on the BAAL AGM Agenda. The Secretary undertook to amend future agendas accordingly. **Action: Incoming BAAL Secretary**

### **5.3 LLAS ([Subject Centre for] Languages, Linguistics and Area Studies):**

Catherine Walter outlined the remit of LLAS which worked in co-operation with CILT, and had recently undertaken a study of the teaching of linguistics in schools. There was to be a session during the Conference devoted to this issue.

**5.4 UCML (University Committee for Modern Languages):** Eddie Williams reported that Anne Ife, the BAAL representative on UCML, had on 12<sup>th</sup> September informed him that there was little to report. The UCML meeting of 7<sup>th</sup> July had been postponed because of the London bombs, and Anne had been unable to attend the rearranged meeting, the Minutes for which had not yet appeared. Eddie Williams informed the AGM that BAAL had recently paid its subscription to UCML - this was confirmed by Esther Daborn. Ros Mitchell asked whether it would in due course be possible to have a report on UCML. **Action: Incoming BAAL Secretary**

**6. Report on BAAL/CUP Seminars:** The Chair thanked Kate Segall for her work, and in her absence referred the Meeting to her report (attached).

**7. Report on Special Interest Groups:** John Field took the meeting through his report on SIGs. See attached. Ben Rampton asked whether SIGs should not have Colloquia rather than Tracks in the BAAL Annual Conference. John Field replied that after discussion in the EC it had been decided that for 2005 SIGs could opt for either a Colloquium or a Track but not both.

**8 Report from Applied Linguistics Journal:** Guy Cook (ALJ Co-editor) reported that there were approximately 180 submissions and resubmissions made to the journal

each year between the two co-editors. Approximately 13% were published. Decisions were normally made within 5 months, and publication normally occurred within one year. He added that the journal was keen to accept articles on all kinds of topics, and broaden its scope (e.g. to include translation, language testing, etc.). ALJ's aims (inside the front cover) were currently being reviewed. He closed by pointing out that ALJ had no specific policy on "special issues", but that there had been one such issue annually in recent years, and there would also be one in the forthcoming year.

#### **9. Amendments to BAAL Constitution:**

(i) The Secretary asked the Meeting to vote on amendments which had been proposed in the 2004 meeting, with the purpose of making the Constitution consistent. The proposed wording had also been circulated on BAALmail. The Secretary took the Meeting through the proposed amendments. Catherine Walter moved to accept it, Goodith White seconded, and the new wording was accepted unanimously.

The amendments concerned Sections 4 (o) (i) and 4 (o) (ii) of the Constitution. The previous reading had been:

- (i) The reception of the retiring Executive Committee's Report, and of the Audited Accounts for the preceding calendar year.
- (ii) The election of five members of the Executive Committee for the forthcoming year, and the election to any of the Offices specified in 5 (c) that may be vacant by retirement or other reason.

The reading would now be amended to:

- (i) The reception of the Executive Committee's Report, and of the Audited Accounts for the preceding calendar year.
- (ii) The election of ordinary members as required to the Executive Committee for the forthcoming two years, and the election to any of the Offices specified in 5 (c) that may be vacant by retirement or other reason.

The Secretary explained that the reason for the amendment to 4 (o) (ii) is that the previous wording dates from before the change to the Executive Committee make-up, whereby instead of electing 5 ordinary members annually for a 1 year tenure, it was decided to elect 6 ordinary members for 2 years, 3 to be elected at every AGM. Section 4(d) which contains the essential change was put before the AGM in Cardiff 2002, but the knock-on effect to the wording of Section 4(o) was not picked up at that time.

In the course of the foregoing, Guy Cook recalled from memory that the BAAL Constitution used the term "education" in a possibly restrictive manner. The Secretary confirmed the use of the term by quoting from the relevant section of the Constitution. Following an intervention by Ros Mitchell, this point was ruled out of order by the Chair, who said that nonetheless the Constitution would be reviewed with Guy's point in mind. **Action: Incoming Secretary and BAAL EC**

(ii) The Secretary gave notice of a proposed amendment to the Constitution (September 2002 edition, Section 4(c)), which would have the effect of creating a SIG Officer as member of the Executive. This was justifiable since SIGs had proved very successful, but the amount of work involved in monitoring them warranted the creation of the post. The proposed amendment was to insert the words "a Special Interest Group Officer" after "a Treasurer". The new reading would be:

(c) The Annual General Meeting shall elect the following officers: a Chairperson, a Secretary, a Meetings Secretary, a Membership Secretary, a Publications Secretary, a Newsletter Editor, a Web Editor, a Treasurer, a Special Interest Group Officer and a Postgraduate Liaison and Development Officer (who must be a student at the time of election). The tenure of any Officer shall be three years, with the exception of that of the Postgraduate Liaison and Development Officer which shall be two years. An Officer shall be eligible for re-election but the continuous tenure of any Officer shall be limited to two terms of office.

This amendment would be circulated on BAALmail and voted upon at the next AGM. In response to a query from Alan Davies, Eddie Williams explained that John Field would be co-opted onto the BAAL EC with special responsibility for SIGs until the next AGM.

**Action: Incoming Secretary**

#### **10. Elections to the Executive Committee.**

The Chair announced the following co-options for 2005-06: Kate Segal (BAAL-CUP Seminars), John Field (SIGs), Maeve Conrick (Liaison with Cork Conference).

Secretary: Graham Turner (returned unopposed)

There were two elections, one for Postgraduate Liaison and Development Officer, and one for three Ordinary Members. Forty four ballot papers were returned for each election. The following were elected by simple majority:

Postgraduate Liaison and Development Officer: Catherine Xiang

Ordinary Members: Catherine Walter, Paul Thompson, Richard Kiely

The Chair thanked outgoing Ordinary Member Cathie Wallace for her work on the EC.

#### **11. There was no AOB.**

The next Annual General Meeting of BAAL will be held during the Annual Conference to be held at the University of Cork, in September 2006.

**Eddie Williams  
Hon Sec BAAL  
Sept 2005**