

Minutes from the 6th LLT SIG Committee Meeting
8th July 2010
King's College, London

Agenda Item	Action	By
2. Minutes arising	Contact CW to confirm the position of a CLIE rep. on the BAAL LLT SIG committee.	SG
3. LLT SIG track at the BAAL annual conference	Contact BAAL meetings secretary with regards to review process, double track and wording at submission	SG
4. <i>Language Teaching</i> paper.	Circulate minutes to LLT SIG list, highlighting call for proposals for a submission to <i>Language Teaching</i> 'Future Directions' series of articles.	EM
7. Future conferences.	Put together call for papers and begin organisation (guidelines on SIG website for key dates) Confirm plans to host 2012 conference at Oxford.	SG, S. Garton + committee SG and Ernesto Macaro.
8. Treasurer's report	Co-ordinate to produce this year's report. Communicate with BAAL EC about operation of SIG's finances.	RK, NA & AF SG, RK
9. AOB	Inform BAAL annual conference organisers that the LLT SIG holds their business meeting at the SIG conference.	SG

Apologies

Alessandro Benati, Martin Bygate, Alan Fortune

18 members present (including, from Committee: Nick Andon, Richard Kiely, Suzanne Graham, Emma Marsden)

1) Minutes of last meeting

Approved

2) Matters arising

ACTION: SG: Follow up confirmation of the position of a CLIE rep. on LLT SIG committee, to strengthen links between the two groups.

3) Numbers of papers submitted to the LLT SIG track at the Annual Conference

The meeting heard that 74 abstracts were submitted to the track compared to 14 the previous year. This year the total number of abstracts submitted was 300.

BAAL EC had asked the SIG whether wording of instructions at the point of submission was affecting the numbers.

Discussion included whether the SIG was sufficiently proportionally represented at conference. L. Erler (on BAAL EC) explained that the current practice is that if a paper is not selected for the track, it is still considered as a potential individual paper in the main conference.

ACTION: a) SG to ask Eric Schleeff to clarify what happens after the SIG has reviewed papers for the track (e.g. what are the selection criteria, review process?). b) SG will ask for a double LLT SIG track at future meetings, if numbers of LLT submissions are high next year. c) SG will suggest to EC that when prompting submitters to choose a track, they could include a statement: 'it is not necessary to mention a specific track'.

4) Position paper in *Language Teaching* about future directions for language learning and teaching research.

The SIG has been approached by Graeme Porte, editor of *Language Teaching*, to consider the feasibility, usefulness and practicalities of someone / a group from the SIG writing a paper laying out future directions for research in language teaching and learning. 5000 words + references.

The meeting heard that another paper in this 'future directions' series has been commissioned to be written on the theme of *language awareness*, and it was agreed that it will be important that the SIG co-ordinates with these authors if the SIG does offer such a paper. Concerns were raised about 'LLT' being too wide in scope. Some ideas for a more focussed SIG theme were discussed e.g. assessment for language citizenship; teachers' contribution to and involvement in research; content and language integrated learning; foreign language education in English speaking countries. Proposals, of no longer than 1 page, should be sent to Suzanne Graham, s.j.graham@reading.ac.uk, by no later than 5th August. For further details, please contact Suzanne Graham.

ACTION: EM will post these minutes to the whole LLT SIG list, highlighting the opportunity to write a paper for submission to *Language Teaching*. It was AGREED that if more than one proposal was put forward, the LLT SIG committee and the editor of *Language Teaching* (Porte) will decide which proposal to accept.

5) Committee for 2010-11

Nick Andon and Alan Fortune will replace Gee Macrory as outgoing Conference Organisers.

Sue Garton will replace NA and AF as incoming Conference Organiser

Emma Marsden's (Communications Officer) and Alessandro Benati's (Ordinary member) terms of office comes to an end in July 2010.

Julia Hüttner (University of Southampton) will take over as Communications Officer, once the minutes from this meeting have been sent out (end of July) (2010-2012).

Alessandro Benati will continue as an ordinary member (2010-12).

The following people's terms of office will come to an end in July 2011:

Suzanne Graham (Convenor, and UKPOLLS SIG rep)

Richard Kiely (Treasurer)

Catherine Walter (Link person to the Committee for Linguistics in Education)

SG invited interested people to consider filling one of these posts next year.

Summary: Committee for 2010-11 (with end of term of office dates)

Suzanne Graham (convenor, and UKPOLLS link person, 2011),

Richard Kiely (treasurer, 2011),

Julia Huttner (communications officer, 2012),

Sue Garton (incoming conference organiser, 2011),

Nick Andon (outgoing conference organiser, 2011),

Alan Fortune (outgoing conference organiser, 2011),

Catherine Walter (CLIE link person, 2011),

Alessandro Benati (ordinary member, 2012).

SG thanked Emma Marsden for her work on the committee since 2005 as Co-Convenor and then communications officer.

6) New book series. Alessandro Benati requested that the meeting's attention be drawn to a future call for book proposals for a series entitled "Issues in Instructed SLA" (Continuum, edited by Alessandro Benati).

7) Future conferences

July 2011: Aston University. Proposed theme: 'Theorising practice and practising theory: developing local pedagogies in language learning and teaching'.

ACTION: SG and Sue Garton, with committee, to collaborate to put together call for papers and begin organisation. See guidelines on SIG website for key dates.

July 2012: Oxford (Ernesto Macaro has agreed to host this in principle).

Ideas for possible focus for future events were discussed, including English as a Lingua Franca and pedagogic implications; connection to the Olympic games; Learner strategies; L1/L2 in the language classroom; a data presentation, methodological /analysis approach, perhaps as a strand, symposium or workshop; a strand on interaction analysis; a strand on narrative analysis; involvement of practising teachers in theme.

ACTION: SG will take these ideas forward to Ernesto.

8) Treasurer's report

RK presented last year's report. The meeting heard that, to date, accounts have been managed within the host institution. To date, no surplus has been made, and several conferences have been supplemented financially by, for example, the host institution, BAAL/CUP, a British Academy grant, publishers' stands.

The BAAL SIG handbook currently suggests that SIGs should operate their accounts through their own bank account. The SIG now has a Santander bank account, but concerns were raised about operating the conferences through this, including: this would cost the SIG money (£50 annual auditing fee); the accounts would be double-audited (SIG and BAAL auditing); it may be a disincentive to institutions to host the event; the efficiency of using host institutions conference and administrative setups would be lost, and the administrative burden of making independent arrangements would be too great; universities would be unlikely to agree to hosting an academic conference that is not run through their books.

AGREED: Any surplus from future conferences will be split 50:50 between the SIG and the hosting institution.

ACTION: RK and NA & AF will co-ordinate to produce this year's report.

ACTION: SG & RK will present the arguments above to the BAAL SIG co-ordinator and report back to the LLT SIG.

9) A.O.B.

Lynn Erler reported that the BAAL EC views this SIG very positively as a very successful group.

ACTION: SG will inform the BAAL conference organisers (Eric Schleeff) that the SIG has their annual meeting at the SIG conference. A room and time slot for an LLT SIG business meeting should not be arranged or advertised at the main conference.