

**2008 IGALA  
MINUTES: Executive/Advisory council meeting**

(University of Wellington, Thursday, July 3rd, 7:30 – 10:30 pm)

<b>Participants</b>	<b>Participants’ Regrets</b>	<b>Japan Conference Committee</b>
JS: Jane Sunderland	Mercedes-Bengoechea	CM: Claire Maree
VB: Vicky Bergvall	Michelle Lazar	Momoko Nakamura
JH: Janet Holmes		Kyoko Satoh
CR: Carmen Rosa Caldas-Coulthard		Masami Saito
SE: Susan Ehrlich		Kumagai ADD
AJ: Allyson Jule		(assisting: Laurel Kamada)
LK: Laurel Kamada		
LL: Lia Litosseliti		
MP: Maryam Paknahad		
AW: Ann Weatherall		
JD: Jenny Davis		

## Agenda

### 1. Apologies/Regrets

Mercedes-Bengoechea and Michelle Lazar

### 2. Approval of Minutes of last meeting (e-meeting, 2007)

2a. Matters arising:

(i) At the Valencia meeting there was a discussion of distribution of language use across IGALA members (with implications for languages used at IGALA conferences). Joan Pujolar was planning on writing a document about this and JS has been in touch with him [see 10 below].

(ii) Student essay competition (#9 in e-minutes). Jenny and Vicky will organise this. Prize-winning essay should be included in the next IGALA conference Proceedings (at least).

(iii) Local branches (see #10)

(iv) IGALA 6 venue/dates to be announced in *Gender and Language* (**Action: Susan**)

### 3. Next IGALA Conference (IGALA6, 2010) (proposed by Claire Maree to be held in Japan)

The venue would be Tsuda University in Western Tokyo (venue would be free). September is a good time. No extra funding from Japanese authorities would be available, although Plenary speakers may be sponsored by the government. The group would work with GALE (Gender and Language Education Special Interest Group) of JALT (Japan Association for Language Teaching). As regards catering, Tsuda University might provide beverages and snacks but not meals (participants could use local cafes/restaurants). The conference dinner might be in a hotel in Shinjuku, near Tsuda, or further out (LK to investigate). Some presentations are likely to be in Japanese.

Claire was asked to submit a proposal (helped by information to be supplied by Janet Holmes, the 2008 NZ conference chair) by the end of August (?) 2008 to the Executive/Advisory Committee. This would include details of the venue, travel, accommodation and catering. Laurel would also look into alternative venues (Claire was concerned that the venue was something of a construction site at present).

As regards funding for (US?) plenary speakers, Fulbright could be approached. The question of bursaries needs to be explored. However, this is a matter for the whole Executive/Advisory committee (not only Claire). There is already some bursary money collected in Wellington.

Brazil has been proposed for 2012. (maybe Rio or S. Brazil), perhaps organised by Carmen Caldas-Coulthard and Ana Ostermann.

#### **4. Conference bursaries**

Jane reminded the meeting that almost all the money IGALA gets from fees, or proceedings of Berkeley book sales, gets converted into bursaries. This is in accordance with the feminist ideal that lack of funds should not, in principle, stop scholars in the field attending IGALA conferences. Sometimes companies have a budget which includes charitable donations.

Given the absence of African delegates who had travelled from Africa, JS proposed that we reserve a bursary/travel grant for a delegate from Africa who is presenting. The meeting agreed in principle.

Maryam asked whether we also consider reserving a bursary for people from areas of crisis, e.g. the Gulf. JS proposed that when people request a bursary they can indicate that they are from a country in crisis.

#### **5. Electronic attendance at IGALA functions**

Vicky proposed the use of Second Life: on-line Web-cast with web-cams to try to have links to hook up, so that people could attend IGALA functions electronically. JS noted that this would require a lot of technical support and expertise; Vicky will look into it

**Action VB.**

Janet asked why people would attend functions if they could do so electronically and proposed making a DVD of the event. LL suggested an e-event between conferences: in part as a follow up from the previous conference, in which we can exchange views (it will be on record). JS said this was a brilliant idea and LL pointed out that it doesn't undermine the next conference because it follows the previous conference.

## **6. Elections of new IGALA Secretary and Vice President (President-Elect)**

Ana Ostermann is still secretary (thank you Ana) until a new one has been elected. Vicky will run the election, with Ana. Any member can nominate, and we will issue a general call for nominations on the GALA-L List.

### **Action: VB and AO.**

## **7. IGALA Treasurership**

Janet as IGALA5 conference organiser has been the de facto Treasurer in that monies (from subscriptions) have been sent to her from Equinox, and these have been used for conference bursaries. Money will also go from Equinox to Claire (for IGALA6 in Japan) for bursaries. Another source of bursary money is from the sales of books which came out of previous conferences (looked after by Penny Eckert at Stanford). There is therefore no proper Treasurer in country X as such. JS has checked out this situation with a UK accountant, who said that as no profits were being made, this rather unusual arrangement was all right.

Penny Eckert's report is still pending.

## **8. Review of new Constitution:**

- (a) **Voting procedures** (Constitution, Article XIII) - one vote per member per election?

Article 13.1. It was clarified that the 'one vote per member' refers to a given position. The case in point is that there should be a separate election for the Graduate Representative on the Advisory Committee and the other Advisory Committee members.

Action: JS to clarify on the Bylaws.

We will investigate the possibility of creating an on-line voting ballot site (e.g. 'Survey Monkey').

### **Action: Maryam**

- (b) IGALA local branches

So far there are none, however local branches and events are to be encouraged. (See 10.2 below on 'Specific roles of Advisory Council members.')

(c) ‘talking to the world’

See 10.2 (below)

**(d) self-nomination for Executive/Advisory positions**

Currently the by-laws do not allow self nominations; the question is whether self-nominations are OK or not (as someone can in any case lobby someone to nominate them).

Allyson expressed reservations, as there is something in the process of nomination that stops someone from getting elected without proper experience.

The conclusion to the discussion was that there would be no change (i.e. self-nominations will NOT be allowed, as already stated in the by-laws).

**(e) Webweaver**

Maryam (Lancaster) is acting web weaver.

**9. Website development (Maryam Paknahad, report attached)**

Maryam reported that she originally checked the website often because of various problems, but now once per week is OK. She said we should consider who is the ‘target’ of the website? Who benefits most from the website? Editorial policy is also not defined, and should be. We should also add a search system (easy and free).

MP also proposed adding a page named ‘Resources’ to post training materials or modules, introducing new books on Gender, Language, and sexuality, as well as reviews on published materials for scholars and students.

**Action: Maryam (i.e. the search system)**

Vicky proposed an IGALA members-only link, for example, to be used in conjunction with a blog (something MP had also proposed). A blog would enable discussion and interaction (though it might need daily monitoring, in the shape of someone to check new postings. For this we will need a list of members.

**Action: JS to write to Ana Ostermann for an updated list (given the new members who joined in Wellington)**

It could also be helpful in allowing us to ‘represent’ IGALA (e.g. in ‘talking to the world’).

**Action: Maryam (i.e. the blog and the password).**

Resources, such as new books and relevant journal articles, could also be identified and posted on the web, along with book reviews.

**Action: Allyson (see 10 below)**

JS pointed out that the Language and Gender page (accessed via the IGALA page) was a ‘treasure trove’ of information which needed to be integrated within the IGALA pages.

**Action: Jane to talk Maryam; Maryam to talk to Mary Bucholtz**

New teaching resources can also be added to those on the web; IGALA members can be encouraged to send syllabi and lesson plans.

Great thanks were offered to Maryam for all her proactive hard work. (Also, we don’t have to move the website domain because Maryam is following on from Paul Baker, both of whom are at Lancaster, where the website is hosted).

**10. Specific roles of Advisory Council members**

Jane proposed that each Advisory Member had a specific role and set of responsibilities within IGALA. These were decided as follows:

**(a) Graduate Student Rep.:** organising the Graduate Student Workshop at IGALA6, and co-organising the Student Essay competition (with Vicky): Jenny

(Jenny also kindly agreed to be assistant blog reader, and to work with Joan Pujolar on IGALA’s language use statistics and language policy.)

**(b) Developing the IGALA website:** e.g. soliciting book reviewing, teaching notes (Allyson)

**(c) Journal liaison: links with Equinox:** Carmen

**(d) ‘Talking to the world’:** IGALA would be able to state a position on a given language and gender issue; a PR\_spokesperson would give interviews, write letters to newspapers (Lia and Ann to form a mini-working party on how to take this forward; see also document on IGALA website)

**(e) Local groups organizer:** encouraging IGALA to form local (national) groups and to facilitate local IGALA events (see also document on IGALA website): Mercedes and Michelle to be asked if they would be interested in this

**Action: JS**

[both have since agreed]

**(f) Help with the book prize** (with Sara Mills): (Laurel)

**(g) IGALA’s linguistic demographics/Language policy at conferences** (Jenny – with Joan Pujolar)

**11. Current and future policy** required membership for (a) IGALA conference presenters and (b) IGALA conference participants

In order to submit a proposal, you have to actually be a member (members should also get a discount for conference registration). To take effect from IGALA6, non-presenting conference participants don't have to be members (but will be encouraged to join during the conference)

**12. Guidelines for multilingual practices**

Joan Pujolar Cos had agreed to write these. JS had contacted him about it.

[He has since agreed to do this, and will be working with Jenny on it.]

**13. Increasing membership/subscriptions**

We are increasing membership by getting people to join during the conference. Others can join via the IGALA web page (those who are not applying for the student/developing country rate can subscribe online).

**14. Report on the *Gender and Language Journal*** (both editors, Bonnie McElhinny and Sara Mills, were absent, so presented by Susan Ehrlich)

Volume 1 (2 issues) has already come out (2007). Two issues are now in press: 2/1, a special issue, is on Japanese women's language (and about to be sent out), and 3/1, on language and homophobia in institutions. Special issues are welcomed, hence proposals for a special issue (a note/guidelines for such proposals in the journal would be good)

**Action: Jenny**

It's crucial to get more institutional subscriptions. Contributions are mostly from the USA and UK. Most contributors are women (fallen from 76 percent% to 58 %)..The average turnaround time of a submitted article is 5 months.

An editorial board meeting had been proposed for the Wellington conference. As we did not have an agenda, we decided to postpone this and have an e-meeting later in the year.

**15. Publications to come out of IGALA5.**

Janet has been approached by a publisher, Cambridge Scholar Press, but IGALA's own *Gender and Language* journal is another possibility for publications. Janet to talk to Sara/Bonnie about the best policy here.

**Action: Janet Holmes**

Winner of the 2010 Student Essay prize could go in the Conference proceedings.

**16. AOB (Any other business)**

None

**17. Date of next meeting**

**The next F2F Executive/Advisory Council during IGALA 6 (September 2010 proposed by Claire for Tokyo, Japan)**

There will also be an e-meeting in May/June, 2009

Action: Vicky to draw up the Agenda, in conjunction with the new IGALA secretary

The 2008 Business Meeting will be held on July 4, during the Wellington conference.