



ANNUAL GENERAL MEETING 2016

AGENDA

6th December 2016, Monash University (room K309)
12:50-13:50

AGENDA

1. Welcome and apologies
2. Approval of minutes of ALAA 2016 AGM
3. Portfolio reports
 - a) President's report (*Farzad Sharifian*)
 - b) Vice-President's report (*Honglin Chen*)
 - c) Secretary's report (*Colette Mrowa-Hopkins*)
 - d) Treasurer's report (*Michael Harrington*)
 - e) Editor's Report (*Chris Davison*)
 - f) Information Officer's Report (*Jonathan Crichton*)

4. Elections of office bearers:

Nominations for the following positions were received:

- **President & Public Officer** (to serve for 2 years): Honglin Chen
- **Vice-President** (to serve for 3 years): Shen Chen; Jonathan Crichton
- **Treasurer** (to serve for 2 years): Noriko Iwashita
- **Secretary** (to serve for 2 years): Michelle Kohler
- **Information Officer** (to serve for 2 years): Paul Moore

Continuing executive members:

- **Immediate Past President** (co-opted): Farzad Sharifian
- **ARAL Editor** (co-opted): Chris Davison

5. Awards (*Honglin Chen*)

- MAK Halliday Award
(recipient: Naoki Ikeda)
- ALAA Travelling Scholarships
(4 recipients: Manh Duc Le, Ngoc TH Hoang, Hiromin Nishioka,
Sally Chan)
- Penny McKay Memorial Award (No recipient)

6. Future conferences/planning:

- ALAA 2017
- AILA: World Congress in Rio de Janeiro July 23-28, 2017

7. AOB



ANNUAL GENERAL MEETING 2016

Minutes

6th December 2016, Monash University (room K309)
12:50-13:50

1. Present

Farzad Sharifian, Honglin Chen, Colette Mrowa-Hopkins, Jonathan Crichton, Chris Davison, Shen Chen, Noriko Iwashita, Elke Stracke, Paul Moore, Michelle Kohler, Angela Scarino, Neomy Storch, Antonia Rubino, Louisa Willoughby, Howard Nicholas, Sally Chan, Nishioka Hiromi, Xuan Li, Fiona o'Neill, Nadine Normand-Marconnet, Olivier Elzingre, Nashid Nigar, Hairiu Hennebry, Yanjun Xue, Grace Yue Qi, Alistair Welsh, Robyn Spence-Brown, Jonathan Beagley, Khanh-Linh Tran-Dang, Thu T.Q. Do, Le Duc Manh, Tran Thi Doan Dang, Zogia Golebiouski, Elizabeth Taylor, Chris Corbel, Emily Purser, Zhichang Xu, Helena Sit, Solene Inceoglu, Knesia Gnevsheva, Hoaran Zheng, Ngoc Hoang, Lauren Sadow, Hossein Shokouki, Maram Qasim.*

2. Apologies

Carsten Roever, Tim McNamara, Michael Harrington, Gaynor Reeves.

3. Approval of minutes of ALAA 2015 AGM

Moved by Elke Stracke; Seconder: Chris Davison; Approved.

4. Portfolio reports

- a) President's report (*Farzad Sharifian*)

The President thanked the 2016 ALAA Conference Organizing Committee, in particular the Convenor Robyn Spence-Brown from Monash University. He then highlighted the Association's achievements over 2016.

- There has been a focus on membership
- A new international publisher, John Benjamins has taken on publication of ARAL. The editor hopes to widen the international profile of the editorial team
- The President has initiated contact across an Asia-Pacific network of Applied Linguistics associations.

President's report approved - Moved by Jonathan Crichton; Seconded by Howard Nicholas. Accepted.

b) Vice-President's report

Honglin formally awarded the four ALAA postgraduate travel scholarships and the M.A.K. Halliday Award. The recipients are:

Naoki Ikeda (M.A.K. Halliday Award)

Manh Duc Le; Ngoc TH Hoang; Nishioka Hiromi; Sally Chan (ALAA Travel scholarships)

It was suggested that the Penny McKay Memorial Award needs to be publicized earlier in 2017 as the turn around for applicants' submissions this year was too short.

It was noted that the Michael Clyne Prize is announced and awarded at the ALS AGM.

Vice-President's report approved - moved by Nina Rubino; seconded by Neomi Storch. Accepted.

c) ARAL Editor's report

Chris Davison spoke to her report which is attached to these minutes. She pointed out to issues 1-5.

ARAL Editor's report approved: Moved by Honglin Chen; seconded by Jonathan. Accepted.

d) Secretary's report and Treasurer's report

Colette did not table a Secretary's report. Colette presented the Treasurer's report on behalf of Michael Harrington. She spoke to the attached report. Any questions should be directed to Michael, with copy to members of the Executive.

Treasurer's report approved: Moved by Paul Moore and seconded by Farzad. Accepted.

a) Information Officer's report

Jonathan spoke of the difficulties encountered with the website and changes of website provider which has caused delays in uploading and updating materials.

It was suggested by Chris to create a Facebook page for ALAA members to exchange information and interact with each other. The website should remain to provide a stable platform, a repository of links and an archive of important documents.

Farzad thanked Jonathan for his efficiency and his tenacity in trying to resolve these issues. Nina also expressed her thanks.

Information Officer's report approved– Moved by Howard; seconded by Honglin. Accepted.

5. Proposed changes to ALAA membership fees

ARAL Editor Chris Davison spoke about ALAA current membership fees and ARAL publication costs. Chris reported that the ARAL subscription was 35 Euros (approximately \$50.24) in 2016. This means that all member categories except Individual attract negative margins under the current membership fee structure. There is an urgent need to raise membership fees to rectify the negative margins. Two motions were proposed to the membership.

Motion 1: That ALAA delete the Joint membership category from 2017 as it is not financially viable.

The motion was unanimously voted for. Motion carried.

Motion 2: That ALAA will increase its membership fees from 2017.

Three options were presented to the membership for voting. They are:

1. *Leave as is*
2. *Increase both Individual and Student membership fees to \$80 (Individual) and \$40 (Student) respectively.*
3. *Increase student membership fee to \$50 since it is the category that is identified as creating the deficit.*

There was debate about which option would be better for the Student category. For the sake of long term planning for the association, it was suggested that ALAA should adopt Option 2. This proposal was held by the majority of votes. It was agreed that ALAA will increase both Individual and Student membership fees to \$80 (Individual) and \$40 (Student). Motion was carried.

6. Elections of office bearers

Colette acted as a returning officer. Nominations for the following positions were received:

- **President & Public Officer** (to serve for 2 years): Honglin Chen
- **Vice-President** (to serve for 3 years): Shen Chen; Jonathan Crichton
- **Treasurer** (to serve for 2 years): Noriko Iwashita

- **Secretary** (to serve for 2 years): Michelle Kohler
- **Information Officer** (to serve for 2 years): Paul Moore

Continuing Executive members:

- **Immediate Past President:** Farzad Sharifian (1 year)
- **ARAL Editor:** Chris Davison (1 year)

Since two nominations were received for the position of Vice-President, a vote was conducted online via Wordpress. There were 40 respondents. The results were 67.5% in favour of Jonathan Crichton and 32.5% for Shen Chen. All nominees were accepted for the other positions.

7. Future conferences/planning

- The 2017 combined ALAA-ALANZ-ALTAANZ_conference will be held at Auckland University of Technology, New Zealand, 27-29 November 2017. Check the website announcements for deadlines.
- The AILAWorld Congress will be held in Rio de Janeiro July 23-28, 2017.

8. AOB

No other business – Meeting closed at 13:50pm

Treasurer's Report
ALAA AGM 2016 Melbourne

1. Overview

- The overall budget position at the end of the 2015/16 FY is down slightly from the previous year but overall remains very healthy. The operating account had a deficit compared to the previous year, mostly due to the establishment of a new membership account which receives membership payments. The FY end total was also affected by the fact that no conference float surplus was returned from ALAA Adelaide 2015.
- The operating and membership accounts have a combined balance of \$70,000. A portion of this could be earning higher interest in the term deposit.
- It would be timely to undertake a more general review of ALAA financial arrangements and processes. With the establishment of a separate membership account income we now receive income into both the membership account, in the form of membership fees, and the operating account in the form of copyright fees and conference float surpluses. Expenses have hitherto been paid out of the operating account. How the new arrangements with ARAL and John Benjamins affect this arrangement this needs to be clarified. This is also related to rises in membership fees, which is being discussed as a separate agenda item.

2. Account balances

The balances for the ALAA accounts at 31 July 2016 are presented in Table 1.

Table 1. ALAA accounts at 31 July 2016 (All figures are rounded to the nearest dollar). Comparison figures for 2015 and 2014 are also given.

Assets at	31 July 2016	2 July 2015	31 July 2014
Operating account	\$62,920	\$73,250	\$60,013
Income	\$5473	\$34,065	\$34,078
Expenses	\$15803	\$20,566	\$21,896
Operating surplus (deficit)	(\$10,330)	\$13,499	\$12,182
Membership account	\$8790	\$2,130	--
Term deposit	\$120,417*	\$117,941	\$110,141
Penny McKay term deposit	\$6835**	\$7,335	\$7,625
TOTAL BALANCE	\$198,962	\$200,656	\$177,779
9/11/2016			
19/8/2016			

3. Expenses & Income

Expenses incurred for the 2015-2016 FY are summarised below. These are estimates, subject to confirmation in the audit.

Table 2. Operating account expenses for 2015-2016 Financial Year. All figures are rounded to the nearest dollar.

<i>Operating expenses</i>	
Travel scholarship & MHK student award	\$5000
ARAL editorial costs	\$1550
ARAL printing costs	\$2588
NAB banking fees	\$395
NAB Connect fees	\$164
GIO Insurance	\$1027
Website	\$147
AILA Membership	\$1251
2015 AILA EBIC Gitsaki expenses	\$1840
Convention associates membership service	\$1841
Total payments	\$15,803

<i>Operating account income</i>	
Membership fees (until 10/12/2015)	\$1280
Copyright fees	\$4193
Total operating account income	\$5473

Term deposit interest earnings	\$2830 at 10/11/2016
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5. Conference support

1. ALAA Adelaide 2015 conference was floated \$5000 on 3/12/14). There has yet to be a return of the float and any surplus.
2. There was no conference float requested for ALAA Melbourne 2016.

6. Other

1. Copyright income was \$4193, compared to \$6066 in 2015 and \$1246 in 2014.
2. AILA membership was renewed on the basis of 135 members comprised of 102 regular and 33 students memberships. Previous numbers: 165 (2015); 86 (2014), 96 (2013) 130 (2012) and 193 (2011) paid-up members. The 2012 and 2011 numbers may have been inflated. Membership is now handled through ARAL and a separate membership account.
3. The 2014-2015 and 2015-2106 audits are being prepared by Walker Wayland.
4. An award of \$500 from the Penny Mackay Fund was made to Dr Jennifer Alford.

7. Items for consideration and action

1. In January 2015 the ALAA accounts were switched over to NAB Connect to facilitate on-line transactions. A separate dedicated membership account has also been established to facilitate payments. Currently all payments are authorised solely by the Treasurer. Although this is a very convenient arrangement, the potential for abuse is always there. When the new officers take over the Executive might consider giving two Executive members authorisation to approve payments in addition to the Treasurer, and require all payments to be approved by both the treasurer and one of the

authorised members. Given the small number of annual transactions this should not be too demanding.

2. Now is also a good time to undertake more general review of ALAA financial arrangements and processes. With the establishment of a separate membership account income is now received in both the membership account in the form of membership fees, and the operating account in form of copyright fees and conference float surpluses. Expenses have hitherto been paid out of the operating account. How the new arrangements with John Benjamins impacts this needs to be clarified. This is also related to rises in membership fees, which is being discussed as a separate agenda item.

Michael Harrington
Treasurer

04/12/2016

Information Officer's report

Jonathan Crichton reported on the new website, noting that Tom Bolton had been providing technical support on the set up and maintenance and that he would be finishing up at end of the year.

Jonathan thanked those who had contributed to the ALAA News items.

Issues of current concern

1. Delays in publication due to much longer turn around by publisher, so have commissioned special issues 2017-18 and accelerated review process to get ahead of schedule

- 39.1 – Printing – Submitted to publisher May 26 - Due November
- 39.2 (Special Issue, guest edited by Elke Stracke & Emmaline Lear) – Being typeset – Submitted to publisher October 8 - Due December
- 39.3 – Being typeset – submitted to publisher November 14 - Due December

2. Insufficient funding to cover some membership categories, so propose deletion of joint and institutional membership, and rise in fees for student members

ALAA 2016 Current fees and fixed costs

	#Individual	Joint	Student	Institutional
2016 membership nos. @17 Nov	92	4	33	1
2016 membership fee (AUD)	70	75	30	110
2016 ARAL subscription owed to Benjamins (AUD)	50.24 (35 Euros)	100.48 (70 Euros)	50.24 (35 Euros)	251.31 (150 Euros)
*Approx Margin +/- (AUD)	+15	-25	-20	-141
*Total margin (membership x margin)	+1380	-100	-660	-141
Recommended 2017 membership fee (AUD)	Leave as is?	Delete category ?	Raise membership to \$50AUD	Delete category?

+ 5 life members, paying no membership fee, annual cost, approx. \$250

Discount for individual ordinary members at 2016 annual conference \$70. If join ALAA as part of conference registration, then effectively ALAA membership, including the journal is free.

*A negative margin means the ARAL subscription is higher than ALAA membership (ie. it is subsidized), a positive margin indicates we have \$\$ leftover after paying ARAL subscription. For 2016, our total income from membership fees after paying their ARAL subscription was \$229 (@17 Nov 2016); if 12 more students join this year and no ordinary members we have no income (and no hedge against currency movements). Currency movements: 1 Euro equals 1.44 Australian Dollar (AUD), @17 Nov 2016

3. The perennial problem of identifying reviewers and improving turnaround time, so are trying to recruit more volunteers to review, and ensure they are not asked to review unsuitable or off-topic papers.

2016 Reviewers:

13 – Australia
2 – United Kingdom

2 – New Zealand
1 – South Africa

1 – Republic of Korea
1 – United States

4. Inappropriate and out of scope material submitted from a small cluster of countries, so we have adopted a policy of immediate rejection if article not in scope, i.e.

Accept – 8

- 5 - Australia
- 1 – Tunisia
- 1 – New Zealand
- 1 – China

Reject – 32

- 16 – Iran
- 3 – Australia
- 3 – Saudi Arabia
- 2 – Russian Federation
- 2 – Ethiopia
- 1 – Pakistan
- 1 – Hong Kong
- 1 – United States

- 1 – Japan
- 1 – Spain
- 1 - Unknown

Currently out for review - 19

- 9 – Australia
- 1 – South Africa
- 1 – Korea
- 1 – New Zealand
- 3 – Iran
- 1 – Syrian Arab Republic
- 1 – Kazakhstan
- 1 – Turkey
- 1 – Pakistan

Remaining papers are undergoing author revisions

5. Falling citation rates and other key metrics (for 2015), so attempting to solicit quality copy and engaging in major promotion in quality outlets. Digitisation of all back issues and move to Benjamins should help.

Country	Australia	6
Subject Area and Category	Arts and Humanities Language and Linguistics Social Sciences Linguistics and Language	H Index
Publisher	Monash University	
Publication type	Journals	
ISSN	01550640	
Coverage	2009-ongoing	

eg. Sample quality indicators,

<http://scimagojr.com/journalsearch.php?q=5700177090&tip=sid&clean=0>),

a. Quartiles: Journals are ranked according to their SJR and divided into four equal groups, four quartiles. Q1 comprises the quarter of the journals with the highest values, Q2 the second highest values, Q3 the third highest values and Q4 the lowest values.

Category	Year	Quartile	Category	Year	Quartile
Language and Linguistics	2009	Q3	Language and Linguistics	2013	Q1
Language and Linguistics	2010	Q3	Language and Linguistics	2014	Q2
Language and Linguistics	2011	Q3	Language and Linguistics	2015	Q2
Language and Linguistics	2012	Q2			

b. SJR: The SJR is a size-independent prestige indicator that ranks journals by their 'average prestige per article'. It is based on the idea that 'all citations are not created equal'. SJR is a measure of scientific influence of journals that accounts for both the number of citations received by a journal and the importance or prestige of the journals where such citations come from. It measures the scientific influence of the average article in a journal, it expresses how central to the global scientific discussion an average article of the journal is.

Year	SJR	Year	SJR	Year	SJR	Year	SJR
2009	0.118	2011	0.155	2013	0.383	2015	0.160
2010	0.107	2012	0.151	2014	0.249		

c. Citations per document (Cites / Doc. (2 years)): This indicator counts the number of citations received by documents from a journal and divides them by the total number of documents published in that journal. The chart shows the average number of times documents published in a journal in the past two years have been cited in the current year. The two years line is equivalent to journal impact factor TM (Thomson Reuters) metric.

2009	0.050	2011	0.286	2013	0.581	2015	0.367
2010	0.118	2012	0.179	2014	0.353		

d. Benchmarking: Comparable journals

Title	↓ SJR	H index	Total Docs. (3years)	Total Refs.	Total Cites (3years)	Citable Docs. (3years)	Cites / Doc. (2years)	Ref. / Doc.
Australian Journal of Linguistics	0.289 Q2	7	74	736	41	66	0.67	49.07
English in Australia	0.190 Q2	6	73	0	19	58	0.24	0.00
Australian Review of Applied Linguistics	0.160 Q2	6	58	414	11	47	0.37	34.50

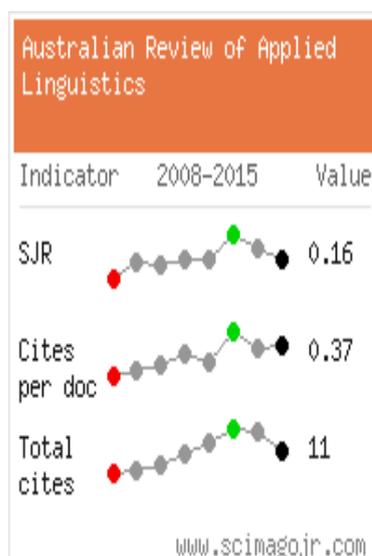
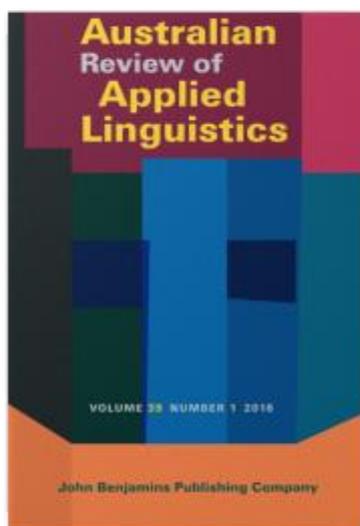
<http://scimagojr.com/journalrank.php?category=3310&area=3300&country=AU>

Acknowledgements

We'd like to take this opportunity to thank our reviewers, our editorial board members, our publisher John Benjamins, our book reviews editor, Helen Pearson, editorial assistant Daniel Anson and membership secretary, Sara Mashayekh (all PhD students at UNSW) for a great year. We farewell Christian Chun as co-editor and welcome Hoa Nguyen who will join Sue Ollerhead and Efrosini Deligianni as our team of three co-editors in 2017. Special thanks to Helen Moore and Howard Nicholas for their generosity in donating back copies for digitisation and to Farzad Sharifian for his encouragement and advice. Many thanks too to Carsten Roever, Neomy Storch and the former editorial team at the University of Melbourne for making it such a smooth handover. Thank you all for your support of ARAL, apologies for the significant delays in publication but hope you appreciate the holiday bonanza of reading coming your way. We look forward to another year of showcasing the quality and breadth of applied linguistics work in our region and beyond.

Chris Davison (Editor in Chief)

1 December 2016



Australian Review of Applied Linguistics

Journal metrics

SNIP: **0.139**

SJR: **0.160**

This journal is peer reviewed and indexed in: Australian Council for Educational Research (ACER); CNKI; Emerging Sources Citation Index; Glottolog; Scopus

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