

KOTESOL Leadership Retreat Meeting Minutes

Place : Hyecheon College, Daejeon

When : December 15,16, 2001

Present (for the Leadership Retreat) held on Saturday, December 15, 2001.

Executive Council members : Dr. Robert Dickey (KOTESOL President) , Dr. Woo Sangdo (KOTESOL 1st Vice-Pres.) , Professor Paul Mead (KOTESOL 2nd Vice-Pres.) , Dr. David Shaffer (KOTESOL Treasurer) , Prof. Joseph Nicholas (KOTESOL Secretary), Prof. Kevin Parent (Daejeon Chapter President) , Dr. Mijae Lee (Suwon Chapter President), Prof. Trevor Gulliver (Publications Chair) , Prof. John Phillips (Technologies and Communications Chair) , Prof. Jim Gongwer (Nominations and Elections Chair) , and Prof. Phil Owen (Jeolla Chapter Vice-Pres., but is the designated Jeolla Chapter voter for Dec.15,16).

Non-voting invited attendees: Prof. Jeff Lebow (KOTESOL Webmaster) , Prof. Larry Hoffart (Chongju Chapter webmaster) , Prof. Paul Hwang (Daejeon Chapter Vice-Pres.) , Dr. Peter Nelson (Employment Center Chair,and member at large) , Prof. Sean O'Connor (Daejeon Chapter member) , Prof. Sharon Morrison (Daejeon Chapter Communications Chair) , Prof. Jen Lalonde (Leadership Retreat Site Coordinator and Global Issues SIG facilitator) , Prof. David Kim (Research SIG facilitator) , Prof. Rachel Phillips (member at large) , and the " Kangwon province member group" which consists of Prof. Ryan Cassidy, Prof.Hyun Sook Kim,and Prof. Chantal Martel. This Kangwon provincial group will be henceforth simply referred to as : The Kangwon Group .

President's Report:

The Leadership Retreat began at approximately 10.00 p.m. on Saturday, December 15th, 2001. President Robert Dickey called the Retreat meeting to order by welcoming all executive council members and invited guests. It was stated that the aim of this Retreat was to identify KOTESOL goals and objectives, as well as ascertain necessary tasks for specific committees, the Executive Council, and Special Interest Groups. He mentioned that attendees were present in at least one of two capacities. Either an attendee was representing a chapter or council post, or was a member-at-large possessing leadership qualities. It was alluded to that few potential leaders, in the past, wished to assume tasks that would enable the development of communication and organizational - direction within KOTESOL' s inner-circles, and general membership. He mentioned that steps had to be taken to inspire/ develop leadership among members. It was stated that KOTESOL must be assured of exactly what it is as an organization. President Dickey hinted that this organization needed to be re-identified and perhaps, re-labeled. It was maintained that the re-focusing of our identity would be an

intrinsic part of KOTESOL's future goals or objectives.

1st Vice-President's Special Report:

Dr. Sangdo Woo mentioned his desire for the Ministry of Education to offer foreigners official positions on the Korean Education Board. He hoped that KOTESOL's regional conferences would be upgraded to national conference status. He maintained that KOTESOL should have two national conferences; one in the spring, the other in the winter. In conclusion, he stressed that KOTESOL members should strive to cooperate more with each other in making the organization stronger.

Treasurer's Report: David Shaffer stated that KOTESOL's present balance was 47,457,642 won (as of December 15 , 2001) . The opening balance was 45,076,294 (as of October 11, 2001) . The total revenues were 7,970,548 won , and total expenses were 5,589,200. There was a net gain of 2,381,348 won.

Secretarial Report:

Joseph Nicholas presented the 2001 KOTESOL Annual Business Meeting minutes. Reference to the Business Meeting minutes will be made later in these NEW minutes, in a section entitled : **Motions Put Forward.**

Chapter Reports:

Presidents of three major chapters could not attend; therefore, no reports were presented. These reports will be included in the next Executive Council meeting minutes.

Committee Reports:

Publications Report: Trevor Gulliver expressed his ideas regarding the re-designing of the TEC magazine cover. He encouraged all attendees to share their ideas about modifying the TEC logo or other sections.

Membership Development Report: This committee had new members so the report was not provided by one individual; instead it was presented by a group. First, there was a strong willingness to increase KOTESOL membership. Second, special chapter meetings should be arranged so potential members can be encouraged to join. Third, one TEC issue should be geared towards recruiting new members. Also, incentives to join KOTESOL should be provided for conference attendees.

National Program Committee Report: This committee includes the 2nd Vice-President, the SIG facilitators, and the SIG's as well. Some members of this committee suggested that non-KOTESOL members who join SIG's should pay a nominal fee. David Kim, the Research SIG facilitator maintained that charging a non-KOTESOL member would hinder a SIG's internal growth.

Teacher Training (KTT) Committee Report: KTT chair, Douglas Margolis, was not present, but a memo was sent to KOTESOL regarding KTT's desire to conduct a needs assessment survey, in order to determine what the teacher training needs are.

International Affairs Committee Report.

Kirsten Aetian, the International Affairs Chair, could not attend, but she conveyed to KOTESOL that she wished to select certain active members of KOTESOL to join this committee. It will deal with all international affairs and issues related to KOTESOL. The duties of this committee includes sending publications to affiliates, and to PAC members. Any issue involving PAC or its members would require the involvement of this committee.

Conference Committee Report: Craig Bartlett, the Conference Chair, and Co-Chair Ju Yang Don stated that they were presently negotiating an agreement with Dr. Young Hyung Sook of Sookmyung Women's University's ESL Center, to potentially host the next KOTESOL International Conference. Craig Bartlett also mentioned that KOTESOL may not be charge for rent of the university's facilities, but

maintenance fees would be paid.

Technologies Committee Report: John Phillips, the Technologies Committee Chair, mentioned the importance of KOTESOL's use of the legal version of Linux software rather than using an illegal version of the Windows variety. He announced that KOTESOL's main computers and Database would be running the Linux software by March 1st, 2001. John Phillips also explained that his present work schedule is becoming a burden. Therefore, he can no longer be as committed to KOTESOL as he once was. He has officially asked for a new Webmaster to replace him. He did state he would still keep his position as National Webmaster until a new one is found.

Finally, John wished to set up two computer training sessions for interested candidates, who wish to meet KOTESOL's computer-related needs. He asked for 1,000,000 won from KOTESOL's budget, in order to cover training costs. If this budget allowance is approved he hopes to begin the sessions during the summer, 2002

Executive Council Meeting Minutes.

Present: (for the Executive Council meeting), held on Sunday, December 16th, 2001. Executive Council members : Dr . Robert Dickey (KOTESOL President) , Dr.Woo Sangdo (KOTESOL 1st Vice-Pres.), Prof. Paul Mead (KOTESOL 2nd Vice-Pres.) , Dr.David Shaffer (KOTESOL Treasurer) , Prof. Joseph Nicholas (KOTESOL Secretary) , Prof. Kevin Parent (Daejeon Chapter Pres.) , Dr. Mijae Lee (Suwon Chapter Pres.) , Prof. Trevor Gulliver (Publications Chair) , Prof. John Phillips (Technologies and Communications Chair) , Prof. Jim Gongwer (Nominations and Elections Chair) , Dr. Myung-jai Kang (Seoul Chapter Pres.) , Prof. Craig Bartlett (Conference Committee Chair), and Prof. Phil Owen (Jeolla Chapter Vice-Pres., but is the designated Jeolla Chapter voter for Dec.15,16) .

Non-voting invited attendees : Prof. Jen Lalonde (Leadership Retreat Site Coordinator and Global Issues SIG facilitator) , Prof. Sean O'Connor (Daejeon Chapter member) , Prof. Sharon Morrison (Daejeon Chapter Communications Chair) , The Kangwon Group, Prof. David Kim (Research SIG facilitator) , Dr. Peter Nelson (Employment Center Chair ,and member at large) , Prof. Paul Hwang (Daejeon Chapter Vice-Pres.) , Prof. Rachel Phillips (member at large) , Prof. Kevin Laurence (Seoul Chapter Vice-Pres.) .

The meeting was called to order by President Robert Dickey, at approximately 4:15 p.m., on Sunday, December 16, 2001. A number of motions were discussed, here are the ones which passed :

Motions Put Forward

Motion (1): Phil Owen, Jeolla Chapter Vice-President, moved for non-executive council members, who were representing chapters and committees, to be allowed to vote for that day only, December 16th, 2001. Jim Gongwer seconded the motion.

Amendment (1): Craig Bartlett amended motion (1), by stating that those who had specifically been designated by committee chairs to

vote, on their behalf, could do so on December 16th, 2001 only. Jim Gongwer seconded the motion.

Discussion: There was concern among Executive Council members that voting by proxy would become commonplace.

Result: Robert Dickey called the motion to question. The motion passed with 8 in favor, 0 opposed, and 1 abstention (David Shaffer).

Action: The Executive Council will reconsider its stand on designated voting- members in the future.

Motion (2): Phil Owen moved for KOTESOL to allot 100,000 won to the Kangwon Group, to aid in the formation of a chapter. Dr. Sangdo Woo seconded the motion.

Amendment (2): Phil Owen amended his motion, and moved for KOTESOL to grant the Kangwon Group 200,000 won to aid in the formation of a chapter. Dr, Sang do Woo seconded the motion.

Discussion: There was a concern that 100,000 won was not enough to aid in the formation of a chapter.

Result: Robert Dickey called the motion to question. The motion passed unanimously with 11 in favor, 0 opposed, and 0 abstention

Action: The KOTESOL budget will allot 200,000 won to the Kangwon Group, to aid in the formation of a chapter.

Motion (3): David Shaffer moved that former KOTESOL presidents, who hold current memberships, and wish to attend conferences, should not be charge any fees. Joseph Nicholas seconded the motion.

Discussion: There was quite a strong feeling that former KOTESOL presidents should be honored, and encouraged to attend conferences.

Result: Robert Dickey called the motion to question. The motion passed unanimously with 10 in favor, 0 opposed, and 0 abstentions.

Action: All former KOTESOL presidents, who possess current memberships, will not be charge any fees should they wish to attend KOTESOL conferences.

Motion (4): Craig Bartlett moved for former KOTESOL President, Hyun Tae Duk, to be officially invited to assume his post as Immediate Past President. Kevin Parent seconded the motion.

Discussion: It was pointed out that harmony must exist between former KOTESOL officers and present ones.

Result: Robert Dickey called the motion to question. The motion passed unanimously with 12 in favor, 0 opposed, and 0 abstentions.

Action: Former KOTESOL President, Hyun Tae Duk, will be invited to assume his post as Immediated Past President.

Motion (5): Craig Bartlett moved for the 2001 KOTESOL Annual Business Meeting minutes to be adopted as presented. David Shaffer seconded the motion.

Discussion: Satisfaction was expressed about the minutes that were presented.

Result: Robert Dickey called the motion to question. The motion passed with 10 in favor, 0 opposed, and 1 abstention (Jen Lalonde).

Action: The 2001 KOTESOL Annual Business Meeting minutes are now accepted, and will be placed into the KOTESOL National Secretarial binder.

Motion (6): Andrew Finch, Research Committee Chair, moved, and read by proxy Robert Dickey, for KOTESOL to offer a maximum of 2 research scholarships per calendar year. Also, the method of selection for those obtaining scholarships would be determined by the Research Committee. The monetary value of the scholarships would be fixed according to KOTESOL's budgetary limitations. Dr. Myung

Jai Kang seconded the motion.

Discussion: There was quite a strong feeling that KOTESOL should promote research among its members.

Result: Robert Dickey called the motion to question. The motion passed with 7 in favor, 3 opposed (Peter Nelson, John Phillips, and David Shaffer) and 2 abstentions (Bartlett and Nicholas).

Action: The KOTESOL budget will allot funds for 2 research scholarships per calendar year. The exact amount of funds will be determined at a future date, and these funds will be limited by future budgets.

Motion (7): Craig Bartlett moved for the Research Committee to provide more details regarding the granting of research funds.

Discussion: It was maintained that more details were unnecessary.

Result: The motion died for lack of a second.

Action: No extra details regarding the Research Committee's request for scholarships need to be provided.

Motion (8): Andrew Finch moved, read by proxy Robert Dickey, that KOTESOL offer its members a health care policy at discounted rates. Peter Nelson seconded the motion.

Discussion: There was concern that most universities, institutes or employers, in general, did not offer ample health insurance coverage.

Result: Robert Dickey called the motion to question. The Exec. Council had an initial discussion of the health insurance matter, and President Dickey suggested the matter be referred to Dr. Andy Finch for further information.

Action: The Executive Council adopted the referring to Dr.Finch by concurrence.

Motion (9): Dr. Sangdo Woo moved that KOTESOL have 3 "Teacher of the Year" awards, whose recipients would be selected by a committee headed by the 1st Vice-President. It was seconded by Dr. David Shaffer.

Discussion: It was suggested that KOTESOL should provide incentives for people to join the organization.

Result: Robert Dickey called the motion to question. The motion passed unanimously with 11 in favor, 0 opposed, and 0 abstentions.

Action: KOTESOL will offer three "Teacher of the Year" awards in the future. The recipients will be selected as explained above.

Motion (10): John Phillips moved that all KOTESOL International Conference attendees be required to have current memberships. Also, that all international guests and dignitaries be recognized as honorary members. The process by which honorary members will be ascertained shall be stated at a later time. Phillips also stated that an honorary membership is valid for the duration of a conference only. Kevin Parent seconded the motion.

Discussion: It was maintained that KOTESOL should encourage and promote the participation of international speakers at conferences.

Result: Robert Dickey called the motion to question. The motion passed with 9 in favor, 1 opposed (Phil Owen), and 2 abstentions (Nelson and Bartlett)

Action: At future KOTESOL International Conferences, all attendees will be required to have current memberships. Also, all international guests and dignitaries will be recognized as honorary members for the duration of a conference only.

Motion (11): John Phillips moved that the " KOTESOL" budget , which shows a loss for the 2002 fiscal year, be adopted. It was seconded by Paul Mead.

Amendment: John Phillips amended his motion by stating that extra funds , 300,000 won, be granted as supplementary financial aid to chapters for the 2002 fiscal year. Jen Lalonde seconded the motion.

Discussion: It was noted that certain committees required more funds than were previously allotted to them.

Result: Robert Dickey called the motion to question, **The motion passed** unanimously with 9 in favor, 0 opposed, and 0 abstentions.

Action: The KOTESOL budget will allot 300,000 won , in extra funds, to chapters as supplementary aid in the 2002 fiscal year .

Conclusion: Robert Dickey moved for the Executive Council meeting, and the Leadership Retreat to be adjourned at approximately 5.49 p.m. on Sunday, December 16th, 2001. It was seconded by Kevin Parent. **The motion passed** unanimously. The next Executive Council meeting was tentatively scheduled for March, 2002 in Deajon.

Respectfully Submitted,

Joseph NICHOLAS

KOTESOL National Secretary