

**KOTESOL National Council Meeting Minutes**  
**June 16<sup>th</sup>, 2019**  
**Willow Counseling Center, Daejeon**

**Present:**

President	David Shaffer	Busan Chap/FACC	Rhea Metituk
1VP / Publications	Jake Kimball	Daegu Chap	Kimberley Roberts
2VP / Daejeon Chap	Mike Peacock	Gangwon Chap	Arturo Collado
Past Pres. / Membership	Lindsay Herron	Gwangju Chap	Bryan Hale NA
Secretary	Martin Todd	Jeonju Chap/Intl Outreach	Allison Bill
Treasurer	John Simmons (NA)	Seoul Chap	Elizabeth May
		Suwon Chap	Tyler Clark (NA)
		Yongin Chap	Stewart Gray
ICC Chair	Grace Wang (NA)		
ICC Co-chair	Michael Free (NA)		
Nom & Elect	Maria Lisak		
Technologies	John Phillips		
Publicity	Kathleen Kelley		
Research	Mikyong Lee (NA)		

**Non-Council Members Attending**

OP Liaison	Robert Dickey
KTT Coordinator	Wayne Finley
Diversity Comm	Luis Caballero (?)
NatCon Com	Lisa MacIntyre-Park
	Kara Waggoner

Member	Joe Tomei
	Ingrid Zwaal

**13 voting members**

Not attending (Apologies): John Simmons, Tyler Clark, Grace Wang, Michael Free, Mikyong Lee

**Notes:**

The Summary of Motions Carried is just for quick reference.

If a motion was amended during discussion, the amended version of the motion is written in the minutes.

**Notes:**

The Summary of Motions Carried is just for quick reference.

If a motion was amended during discussion, the amended version of the motion is written in the minutes.

## Summary of Motions Carried

1. That the National Council approve Wayne Finley as the NATIONAL Publicity Committee chair effective immediately.
2. That the National Council approve the formation of a Women and Gender Equality SIG, with Minji Kim and Rhea Metituk as its co-facilitators.
3. That the National Council approve the 2019 KOTESOL National Conference financial report
4. That the National Council approve the KOTESOL Code of Conduct as submitted and reworded at the meeting
5. That we amend our anti-discrimination policy so that national origin and marital status reflect changes made today

### 1. Call to order

The meeting was called to order at 10:49 by David Shaffer

### 2. Adoption of the agenda

Approved as amended with no objections.

**Motion:** Alison                      **Second:** NA

Yes:  
No:  
Abstain:

**Passed by consensus**

### 3. Adoption of March meeting minutes

Note that these are the draft 5 version. The difference is that Motion 11, which was never moved, is listed as having been discussed, and as it was not moved, it was not tabled

**Motion:** Martin Todd              **Second:** Alison Bill

Yes:  
No:  
Abstain:

**Passed by consensus**

### 4. Announcements

Lunch is not provided  
No coffee & refreshments  
Lindsay Herron knows how to use the water dispenser

**Old Business**

NA

**New Business**

**MOTION 1**

*That the National Council approve Wayne Finley as the NATIONAL Publicity Committee chair effective immediately*

**Rationale:** Present Publicity Committee chair, Kathleen Kelley is resigning from the position and leaving Korea.

**Discussion**

Finley is a solid guy who has been working on the committee already. He has started building the National Committee Team. He is currently the ICC Publicity Committee Chair. He was appointed as vice Chair of the Publicity Committee (PC)

Finley said he wants to maintain what Kelley has been doing. He also wants to add more digital content. He has looked at previous avenues that have dried up with Rob Dickey and he wants to have more communication with local chapters. He’s working on building his team, using members of his committee at the IC.

**Motion:** Kathleen Kelly    **Second:** Lindsay Herron    Yes: unanimous  
No:  
Abstain:

**Motion Carried**

**Announcement**

Kathleen Kelley was given a service award at the National Conference for doing a lot of work in only a few years. David Shaffer really is grateful for this work and thanked her.

David Shaffer reminded people to keep discussion short and on topic.

**MOTION 2**

*That the National Council approve the formation of a Women and Gender Equality SIG, with Minji Kim and Rhea Metituk as its co-facilitators*

**Rationale:** [Document submitted in 1VP report.]

This special interest group is proposed for the purpose of providing a positive environment for women teachers (including non-binary gender women, and encouraging Korean and other POC

women) in Korea to discuss gender issues and to create a platform to educate teachers on gender issues in the ROK and as global citizens. The SIG is open to all supporters of gender equality, regardless of the gender of the supporter. The SIG would work to provide quality content for the classroom, presentations and panel discussions for ELT teachers at all schools and levels of English study throughout the Republic of Korea. The SIG would gather research on techniques for classroom management, classroom activities and course design with a particular focus on gender equality, and and/or informed by in-depth studies on women's issues - the social and economic implications on gender equality - within their curricula. This is in accordance with the **United Nations sustainability goals [goal # 5] gender equality and empowerment of women** - link: [United Nations Sustainability Goal # 5](#)

### **Discussion**

Minji Kim was contacted on phone. She is interested in raising awareness in our schools & society re this issue. She and Rhea Metituk have talked about forming this kind of group for a year.

Metituk had collected signatures of 25 KOTESOL members (only 20 are required). The group would be open to non-gender-binary women. She said that Korean women are an untapped membership potential group and this might be a good way to bring in members.

It was noted that Korea is the country with the largest gender gap in the OECD.

David Shaffer wanted the wording to make it clear that it's for KOTESOL members mainly.

It was suggested that this could be part of the Social Justice SIG, however, Metituk said that although this is a social justice issue, it needs to be addressed on its own.

Elizabeth May noted that this could be a good opportunity for KOTESOL to gain members. The most active group she is a member of is a women's group. Women often don't have professional support.

John Phillips mentioned that we have similar SIGs that overlap and asked how they planned to work with other SIGs and differentiate this SIG from them.

Metituk said that they want to work with other SIGS.

Lindsay Herron said that it would work specifically toward gender inequality issues but that there were also other issues they might work on.

Rob Dickey mentioned that in 2017, 47% of visas were issued to women, that 46% of members are women but only 25% of the council is women. It was also noted that JALT has a similar group.

**Motion:** Rhea Metituk

**Second:** Lindsay Herron

Yes: unanimous

No:

Abstain:

**Motion Carried**

**MOTION 3**

*That the National Council approve the 2019 KOTESOL National Conference financial report*

### **Discussion**

It was mentioned that it looked like they would lose money but primarily because of the sponsor liaison, there will be about 2000000 profit.

Elizabeth May offered congratulations, and mentioned that they had done well. This might give an incentive for other chapters to do this. This sentiment was generally echoed by many.

David Shaffer mentioned that at the last meeting it had been approved that the chapter would get the profits. He thanked the Jeonju–North Jeolla Chapter and said that everything seemed to have been done very well.

It was mentioned that the person who designed the poster and book wanted everything to go on their own website and was quite frustrated by the council's determination that it be on theirs. Also, the university president pushed the university to give a 50% discount (they gave 30%). It was mentioned that KOTESOL needs to get KCI or SCOPUS credentials so we can receive better funding in cases, as well as recognition.

Ingrid Zwaal mentioned that 6 people had run the entire conference

May recommended that in future, conferences have triplicate forms made. The Seoul chapter had found that was useful at the Seoul conference.

Mike Peacock and Lindsay Herron were impressed by the app.

There was some discussion about getting an in house app made.

David Shaffer mentioned that chapters should think about hosting next year's National conference and requested them to please make proposals soon as we could potentially make a decision on who would do it before the IC.

Alison Bill mentioned that there were still some small money issues regarding membership and John Simmons requested her to please turn on-site membership over to treasury.

**Motion:** Lindsay Herron    **Second:** John Simmons    Yes: unanimous  
 No:  
 Abstain:

### **Motion Carried**

### **MOTION 4**

*That the National Council approve the KOTESOL Code of Conduct as submitted and reworded at the meeting*

**Rationale:** In these times of eroding norms and professional courtesy, most notably on social media, KOTESOL should make it known that it is committed to providing a safe and welcoming event environment for all participants and have a policy in place to deal with unacceptable behavior.

### **Discussion**

David Shaffer mentioned that several people worked on this together. He wasn't anticipating

some of the comments that had come up recently on fb, which might have made more of a need for this.

Lindsay Herron stated that the only change suggested since it was uploaded is what happens if there's a violation. If a person wishes to carry it further (paragraph 2) then they may contact the president, 1<sup>st</sup> VP, 2<sup>nd</sup> VP or Secretary.

It was suggested that marital status, and race (slightly different from ethnicity) be added to the purpose section.

There was a lively discussion on who should be on the list of people who could be contacted. Eventually this was not changed. However, it was determined that the Diversity Committee Chair should be informed of the process.

There was also discussion on ways to keep the committee from being entirely made up of "white men" and to ensure that if a complaint is made, someone is not investigating himself. It was suggested that the Diversity Committee would be the obvious choice to investigate complaints but noted that as of yet, the Diversity Committee has yet to be formed.

There was also some concern that, although the document was well written, it needs additions, such as how the committee should be formed and how it makes decisions.

It was decided that KOTESOL needs a document now but that the current document, if passed, should be revisited. The following amendments were made.

#### List of amendments

1 "online spaces and communications" should replace "online spaces" in *The Code of Conduct Complaint Procedures*

2 "...Inappropriate or unwelcome attention, including but not limited to physical contact or communication, verbal or non-verbal, such as..." should replace "...Inappropriate physical contact or unwelcome attention. . . ." in Section 4

3 add race to Section 1

4 add marital status to Section 1

5 add "and the Diversity Committee Chair should be informed of the process" after "All complaints will be considered immediately by a committee consisting of the KOTESOL president, first vice-president, second vice-president, and immediate past president" in the third paragraph of *At Face to Face Events*.

**Motion:** Lindsay Herron    **Second:** Elizabeth May

Yes: 12

No:

Abstain:

#### **Motion Carried**

Note that not all items discussed were put into the list of amendments that were voted on and there seemed to be a general feeling that this document will need to be revisited soon.

## **DISCUSSION**

### **Reactivation of Jeju Chapter**

Kylee Gentner said there are some members who list Jeju Chapter as their chapter. She said we would probably reactivate it if she has 12-15 people who are members or are motivated to join. There will need to be some workshops to get interest.

Dave Shaffer and Rob Dickey stated that we would have to approve some money for the purpose.

Elizabeth May was happy with this. She stated that 1. Sister chapters (ie Seoul) would be happy to help with money. 2. Some chapters have fewer than 20 members. We should be more flexible when a chapter is starting.

Dave Shaffer stated that the money should come National Council. However, he would like to talk about Seoul helping with the new website.

Alison Bill mentioned that when Jeju was reactivated before, National Council sent people to help recruit members, to which Shaffer replied that KOTESOL had more funds then.

Rhea Metituk mentioned that Gentner is very organized and a very good presenter.

Lisa MacIntyre-Park said that many people don't understand that anyone is allowed to come to the workshops. Some people think they need TESOL qualifications to come.

Lindsay Herron said that the Publicity and Membership Committees have money that might be used. However, she didn't think we should designate funds until Kylee comes to the council with a plan for a workshop, etc. and then we can see who has funds to help with it.

Metituk opined that it might be a great place to find members because there seem to be a lot of teachers there who want something to do.

Herron said that Jeju had boasted a native speaker in every school.

**No action was taken**

## **BREAK FOR LUNCH**

**Arturo Collado left**

**Kathleen Kelley left**

Resume: 13:40

### **Discussion: Allowing hagwon want ads in the Job Board (Free or Paid)**

Unofficially we don't allow it. There were several opinions that hakwons are "sketchy" as a group and that we could be blamed if an ad on the Job Board resulted in a bad experience. However, this was countered by the opinion that EPIC and many universities could also be described as "sketchy" and that it seemed exclusionary and elitist to not allow hakwons to advertise. Several people thought that we should charge for the boards, However, it was noted that the board is a membership service – and it was mentioned that it was unlikely for anyone to pay for ads.

Rob Dickey noted that there were other considerations: we could be competing with our OP's. It was suggested that we could make sponsoring the teacher as a KOTESOL member a condition, rather than charging organizations for the ad. It was also brought up that hakwons are an untapped resource for members. It was also noted that some hakwons don't like their teachers fraternizing with us but if they learn more about what we do, they might be more favorable to

working with us. Several people mentioned that, on various grounds, the custom of not accepting ads for hakwons didn't seem fair.

The council agreed that any educational institution in Korea is allowed to apply.

**Consensus: We should encourage everyone who posts on the job board to encourage their employees to pursue KOTESOL members.**

Lindsay Herron will let Greg Brooks English know about this, as he was interested in working with the job board.

### **Making use of our allocation of our (free) TESOL memberships**

Alison Bill – probably the IOC chair should have one of them

Lindsay Herron – All affiliates should (eg KOTESOL) get 7 free memberships that go to new TESOL members (or people who haven't been members for 5 years)

Elizabeth May – a membership should be part of Teacher Of The Year Award and also service awards eg for people who put in a lot of service/outstanding service

It was suggested that Bill, Herron & Michael Free should talk about who should get it, but it was determined that the Membership Committee should take the lead on this.

### **US non-profit status certification for KOTESOL**

This might be useful for using credit cards/paypal account.

Rob Dickey said that this discussion goes back 10 years. Paypal won't accept our docs in the US to do this. He went on to say that becoming a non-profit is easy: you need a permanent address in the US. There are some charges for getting accounting done and we might need to pay for a company to give us an address. 1 person can do it in about 20 minutes if the accounting is current.

John Phillips said that if we incorporate, we get Google's business services for free. We could give the council & business email addresses free. Because google is so big, nobody blocks google. We also get google's business services – eg google docs, etc.-- (worth \$50/person/year per person – 2500-5000/year for us). This would be a great boon to us as a business entity.

Lindsay Herron suggested that we leave it with Dave Shaffer and Rob Dickey to look into.

Rob Dickey said that the final incorporation would require a motion because it would have legal ramifications that we become an entity in another country.

Action: Shaffer and Dickey will look into it and bring it to the ABM. It could require a constitutional change.

### **MOTION 5**

*That we amend our anti-discrimination policy so that national origin and marital status reflect*



*changes made today*

**Motion:** Lindsay Herron    **Second:** Elizabeth May    Yes: unanimous  
No:  
Abstain:

**Motion Carried**

**Reports  
President**

**1VP**

Re merging the leadership retreat and the presidents' meeting: we should keep the leadership retreat separate because it gives people a chance to plan before we do budgets for the year.

**2VP**

Not all facilitators were at the NC but it was good. Thank you to Lindsay Heron for updating the banner and bookmark. Mimi Cho was in contact about starting an Academy SIG. There was some discussion on what email addresses should be made public.

**Secretary**

**Treasurer**

There are lots of recommendations for improving the Treasurer's process.

**Past President**

Successful afternoon at the KAFLA contest yesterday.

**Publicity**

(given by Wayne Finley) Included Finley's vision of what he wants to do in publicity.

**Publications**

There is a slowdown in number of submissions for TEC. We should keep an eye on this.

There was some discussion about whether the Korea TESOL Journal could get indexed. It was commented that it compares favorably to some indexed journals. According to Rob Dickey, it would need 2 years of good stuff getting at least 15 papers a year, in 3 issues/year. What we're publishing is good enough but we need more. KCI is nonsensical and it's not worth attempting.

Lindsay Herron suggested that the publication chair put together a list of actions for us to take.

### **Stewart Gray Left**

### **IC**

Get in chapter ads by Aug 31. Half page ads are better than full page ads.

### **International Outreach Committee**

TESOL Asia wants to know if we will send a rep for their conference. They have our logo large on their website

Rob Dickey mentioned that there is an open offer from them for 2 spots at their conferences.

Alison Bill mentioned that we have several organizations we are partnered with whose conferences we don't send anyone to attend. We should do something in this.

Lindsay Herron said that we need to market it better because we have conference grants, in which people get a grant for the conference and these are very valuable. She suggested we create a travel grant and a conference grant page.

Rob Dickey suggested that we release news articles at every opportunity, not just one that says we have lots of opportunities

Elizabeth May suggested an infographic, which Dickey said could go with the news items.

Herron suggested doing the technical report for Council and one for the TEC, which Dickey said could go on the website.

It was suggested that anyone who gets a grant should write a 500 word report with 2 pictures, which could be sent out in an insert with the TEC.

### **Financial Affairs**

Last year, everything was in order

### **Tech**

There are 117 new and renewed memberships. Scans of old published publications are on the website. They are currently doing old KOTESOL journals and AETK (pre KOTESOL group) publications. KOTESOL's wiki page is up and has been approved. The website is being updated.

We have over 500 members, not including memberships from the National Conference. A new site is being researched.

Elizabeth May suggested getting an app. John Phillips said that it would be considered, as will just updating the front end.

It was suggested that with an app, we could get rid of membership cards and conference apps, plus we'd be able to bring in more revenue because an app would have more eyeballs but it might cost more. Mike Peacock suggested a committee / focus group.

### **Membership**

There are new tumblers and name card cases for the IC. Chapter presidents expect we'd like contributions for the Wine & Cheese Event.

### **OP**

The OP's don't have money so we can't get them to give more. Rob Dickey said he can't sell space for the IC yet because the space at Sookmyung hasn't been decided on because the venue has been revamped.

He also said that there are organizations who are willing to pay us to send out emails for them. Dave Shaffer replied that our membership doesn't expect that so the membership would have to be notified. John Phillips mentioned that Europe has implemented laws creating massive fines for privacy violations. Spam could also cost us reputation. Putting information in the enews would be legit.

### **Chapters**

Daejeon-Chungcheong

Jeonju-North Jeolla

Daegu-Gyeongbuk has a regional conference in November. They sent out a call for proposals, would like chapter leaders to mention it to their members. The theme is "The Inner Thrive" – teachers developing skills in the classroom but also maintaining themselves.

Busan-Gyeongnam

Seoul is looking at an Open mic next workshop

Daejeon & Busan indicated preliminary interest in hosting the next National Conference

### **Announcements**

Wayne Finley – there are some brochures for chapter presidents

New Korea TESOL Journal – 5 copies for anyone who wants some

Next Meeting Date: NA

**Adjournment: Time:**

**Motion:** Linday Herron    **Second:** Alison Bill

Yes:  
No:  
Abstain:

**Motion Carried by consensus**