

REPORT ON THE IALL SUMMER BOARD MEETINGS

Ruth Trometer
IALL President

I am pleased to report that, as an association, IALL seems stronger than ever. At our Board and Council meeting at the University of Colorado at Boulder July 25-28, it became clear that not only are we financially sound, but those organizing, planning and completing projects for IALL are energetic and dedicated. The overall purpose of the summer meeting was to review the work and proposed plans of all committees, establish deadlines for projects, and operating procedures for several newly-formed committees.

The IALL Board was first to come under review. Each of our positions was discussed, and new job descriptions proposed in light of expanding responsibilities: the IALL conference, regional groups, international ties, and new committees. Final agreement centered on having a President, President-Elect, Programs Director (in place of Executive Director), Secretary-Parliamentarian, and Business Manager (Treasurer). All Board members would be elected by the entire membership (currently Executive Director is appointed). Robin Lawrason (Temple), IALL Treasurer, and Sue Otto (U. of Iowa), IALL Executive Director, are reviewing IALL's constitution to identify any constitutional changes these new job descriptions may require. All changes to the constitution must be passed by a full membership vote. Sue and Robin hope to have any proposed changes presented in the October *IALL Journal*, so voting can be held and, if approved, the new positions could go into effect for the 1991 elections.

Kathleen Ford (UCLA), working with Ruben Campos (Cal. State U.) and LeeAnn Stone (U. of California-Irvine), has the IALL '91 conference well in hand. The June 26th opening events will include tours to area

businesses of interest such as Pioneer, Texas Instruments Lab and the LA Times Reading Room, a tour of the Office of Instructional Development at UCLA, exhibitor demonstrations, a Lab Planning workshop, and an opening-night barbecue. The thematic topics (one each day) will be "Lab Management," "Multi Media," and "Faculty Involvement." The daily schedule will include a general session with a nationally known figure in the field, break-out sessions which will address a variety of interests, and a daily wrap-up session with lab tours and shop talks. I encourage all IALL members to begin now to think about presenting something on the above topics. A greatly expanded exhibitors' show will run for two days, and an Interactive Video Showcase will allow you to experience first-hand the various programs that will be demonstrated throughout the conference. We will be encouraging international participation through our Corresponding Societies in all of these areas which will certainly add to their interest. Regional Group dinners will again be held to allow those from the same area to socialize and network. Kathleen has even thought of closing night events for those staying over Saturday night - a river cruise, Dodgers baseball game, or a downtown tour and dinner. A lot of work is going into this conference, and I am sure you will appreciate it when you attend June 26-29, 1991.

Read Gilgen (U. of Wisconsin-Madison) and his team, Kelly Nelson (U. of Iowa) and John Huy (U. of Kansas-Lawrence) have worked very hard on the Journal. Their plans include expanding our range of advertisers,

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soliciting shorter, more informal articles to garner those ideas which can be summarized in one page, and putting the Journal on a definite schedule - with editions coming out in October, February and May. (This last goal is particularly ambitious when you have contributors like me fudging on deadlines.) The board approved the purchase of a Macintosh to be used for desktop publishing the Journal. By eliminating the need for expensive typesetting, we will reduce considerably the cost of publishing the Journal.

Karen Landahl (U. of Chicago) did a great job of representing the Publications Committee as Frank Ryan (Brown U.) developed a nasty virus at the last minute. I have since met with Frank and ironed out a few more details on this newly-established group. As a note of brief explanation, this committee was formed to create, duplicate, and distribute any materials IALL wishes to publish. Each coordinator handles a particular area: Karen Landahl (U. of Chicago): print; Steve Smolnik (Connecticut College): audio and video; and Otmar Foelsche (Dartmouth) and David Herren (Middlebury): computer. As Chair, Frank will maintain, duplicate and distribute IALL materials as well as supervise committee members' work.

Karen is working on the revised IALL brochure and will coordinate an "Articles of Interest" project. We will find one reader for each magazine/journal where we expect to find particularly useful articles on equipment. If the reader finds such an article, s/he will send the title, subject, and edition to Karen who will compile these for quarterly listings in the newsletter and a yearly summary in the Journal. So if you have to learn about a specific type of equipment, a guide will be available. If you would be willing to serve as a reader, please contact Frank Ryan at (LISTEN@BROWNVN).

Steve Smolnik who was handed the '89 Conference videos and lab tours this spring, completed these long overdue projects in record time. Those of you awaiting copies can

be assured they will be arriving soon. In the future we expect to produce a new Lab Tours tape and a Conference Highlights tape on alternate years. Audio tapes of the conference will also be available. The next Lab Tours videotape will be available for sale at the IALL '91 conference. Steve will be looking for submissions.

Frank will take over organizing the Lab Planning Kit from Marta Lipski (Brandeis) who became IALL Secretary. He will recruit one person to write each of the following modules that are to be included in the kit: Needs Assessment, Satellite Receiving and Distribution, Computers, Audio Labs, Video Systems, Space Planning, and Lab Furniture. A taxonomy and bibliography will be available at the end of each module, and various punch-out furniture at 1/4" scale will be included. This kit is scheduled to be available at the IALL '91 conference.

Otmar Foelsche (Dartmouth) and David Herren (Middlebury) have volunteered to work as our Computer Coordinators. Both being Macintosh people, they will find a volunteer to work on IBM versions of our materials as well. We discussed several projects.

The lab management program that David presented at IALL '89 was the original impetus for this committee. We would like to make it more generic, add some new elements, and distribute this program so it could be used as is or revised according to the needs of the specific lab director. Since this is a fairly complex undertaking, for now we will concentrate only on a Macintosh/Hypercard version. An IBM version may be considered in the future.

All agreed a clip art disk would be very useful. This diskette will include graphics, forms, templates, and legal notices such as copyright or duplicating. This is also scheduled to be available in Mac and IBM formats at the '91 conference. Otmar volunteered to set up a list server (similar to an electronic bulletin board) at Dartmouth for lab directors. This would allow us to leave messages

or questions on the file server at Dartmouth, where they would be reviewed/edited, then sent to all members. As part of your email, you could read them at your leisure, file, or delete them. Otmar will keep a file of all messages that had appeared on the server for our records. There are many possible IALL uses for such a system: the Articles of Interest project could be handled through the bulletin board, questions and responses of IALL members could be picked up and printed by our Journal Editor, foreign members could leave information or articles without the expense or time lag of mail service, regional groups could leave their news for the Regional Group Chair or Journal Editor, etc. I am very anxious to see how the server works out. Look for further announcements in the Journal and/or News Review.

Jerry Jose (Spokane Falls C.C.), Robert Henderson (U. of Pittsburgh), Read Gilgen (U. of Wisconsin) (for Trisha Dvorak), and Kathleen Ford (UCLA) as Chair, represented the regional group leaders. The first order of business was to establish a working relationship between IALL and its regional affiliates that would lend them support, yet not interfere with the operations of the regional groups. It was determined that to continue as an IALL affiliate, each group must:

1. Hold one meeting per year.
2. Publish one newsletter per year and send copies to the IALL Board, the other Regional Group Leaders, the Journal editor, and all IALL members in their area.
3. The leader of group must be an IALL member.

In return, IALL will offer each regional group two dollars for each IALL member in their region - whether they have joined the regional group or not. The regional group leader will receive IALL announcements and news items for their newsletter, the newsletters of the other regional group leaders, regional news and meeting announcements will be published in the Journal and/or News Review, and the Regional Group Chair will

assist in membership drives by supplying form letters, mailing lists, and other relevant information. Any other assistance can be requested of IALL by the Regional affiliate.

In the midst of discussions on regional groups, Marie Sheppard, our hostess at the U. of Colorado -Boulder, volunteered to start a Rocky Mountain group including Colorado, Wyoming, New Mexico, and Utah, which will make a closer, more cohesive group. Marie will soon be contacting all IALL members in these states about a fall meeting.

Finally, the Board voted to seek grant money to support several projects which we thought would be very useful to our members. These include:

- Bringing two members of our Corresponding Societies to participate in IALL '91. Encouraging this type of exchange should benefit all IALL members.
- Establishing a database of all university language labs that exist in the United States. This will help IALL when advertising our conference, doing surveys, and our regional affiliates if they want to do a membership drive. We will include Canada if possible.
- Analyzing the results of the 12-page IALL survey done in 1988. Further study of this survey would be very useful, both now and in the future. If we do another survey in the future, it could be used in a comparison study.]

In addition, to encourage research amongst our members, we will seek submissions on possible research projects. If accepted by the Board, we will seek up to \$5,000 in support of such a project.

On behalf of the entire membership, I want to thank all of those who participated in this meeting. It was a rather grueling four days, but everyone persevered in working hard, and in being concerned and constructive. I left the meeting with a real sense of pride in the group and their accomplishments. I hope you will enjoy the results of our planning throughout the coming year!



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