

Chinese Language Teachers Association of Texas  
Fall Board Meeting (Conference Call) 9:30 to 10:30 AM, October 10th, 2009

Facilitator: Marshall McArthur

Attendees: Ardon Chang, Camilla Hsieh, Jiayao Pang, Li Yang, Meng Yeh, Zhang Jie, Marshall McArthur

Minutes taken by Camilla Hsieh

## Updates

### **Item 1. 2009 Annual Meeting.**

Ardon gave a summary report on the Annual Meeting held August 29, 2009, at UTSA.

- a. There were 110 attendees at the meeting.
- b. Five publishers sponsored the meeting, with Yes Chinese, one of the sponsoring publishers,  
sending a representative to attend the meeting.
- c. Claudia Ross, the keynote speaker, spoke in the morning.
- d. In the afternoon, the attendees broke into three groups: Heritage Chinese Schools,  
K-12, and College. All activities ended on schedule, before 6:00 PM.
- e. Meng expressed appreciation to Li Jia for a job well-done in organizing the conference.

### **Item 2. Current Financial Status.**

Meng summarized the balance sheet sent to the board members prior to the meeting.

- a. The total balance as of the day of the meeting was \$16,730.44.
- b. The sources of revenue were membership dues, meeting and workshop registration fees,  
and major sponsorships, such as the Education Office of the PRC Consulate General in  
Houston (\$2,000), Startalk (\$2,000), OCAC-Houston (\$1,200), UTSA East Asian  
Institute (\$500), and the Bilingual Department of the College of Liberal Arts of UTSA (\$550).

c. Texas A&M has promised a sponsorship of \$1,000, which is not shown on the balance

sheet because the money has not yet been received. Marshall said he has sent A&M an itemized receipt for \$1,200 and is waiting to hear back from them.

Zhang Lan, the past Secretary-treasurer, had a baby earlier this year; therefore, Meng has taken over the accounting.

Marshall moved for a vote to replace the names currently on the CLTA bank account--Zhang Lan,

the past Secretary-treasurer, and Zhang Qin--with those of the current Secretary-treasurer,

Jiayao Pang, and the President, Marshall McArthur. The motion was unanimously approved.

Marshall suggested switching the CLTA-Texas bank from Compass to J. P. Morgan Chase to allow

easier access for Jiayao. The board voted in favor of changing banks. (The motion to switch from Compass

to J. P. Morgan Chase was unanimously approved via email voting on October 12, 2009.)

### **Item 3. Newsletter.**

Meng will be in charge of the newsletter. Marshall called for input to the newsletter from board members.

Meng indicated that the newsletter would be published at the end of January or early February, 2010. She asked

the board members to send local news to her.

### **Item 4. Workshops.**

a. Meng reported on the workshop held in October, 2008, in Houston, in which she and two other teachers gave

talks on how to teach the topics giving oral reports and listening.

b. Marshall announced that on November 6, 2009, a workshop will be offered at Huaxia Chinese School in Houston.

Meng mentioned the classroom provided for a workshop there last year was too small to accommodate

all the attendees and activities. Jiayao said a larger room can be had if requested, but more manpower

from the membership would be needed to set up the room for the workshop.

c. Meng sought and was awarded a grant from Startalk to give two one-day workshops on "Student-Centered

Language Classroom through Cooperative Learning." Three teachers each (one middle school and two high school)

from the Houston and Dallas areas will work with Meng on the research and present their results during the

two workshops. One workshop will be held on January 10, 2010, at the Chinese Community and Cultural Center

in Houston; the other will be on January 16, 2010, at UT Dallas. The registration fee will be \$15 for members and

\$20 for non-members. A stipend of \$50 will be provided to the attendees upon their completion of the workshop,

including the completion of a one-page activity design. In addition, the registration fee for CLTA-Texas members

will be reimbursed.

Meng asked if CLTA-Texas would co-sponsor these two workshops.

Marshall inquired what CLTA-Texas would

need to do. Meng said no obligation on the part of CLTA-Texas, but that the workshop would benefit our members. The board voted to co-sponsor the workshops.

d. Meng said workshops in the San Antonio and/or Austin areas could be arranged if there was a need. In addition,

because of the proximity, CLTA members in the Austin and San Antonio areas could consider having a joint workshop.

There was a discussion between Zhang Jie and Meng about how to organize a workshop in the San Antonio area

because many teachers had expressed an interest in a local workshop at the 2009 Annual Meeting. Meng's suggestions

were: (i) to develop a network of teachers; (ii) select a theme and place for the workshop; (iii) prepare a 2-hour workshop with 2-3 speakers in one evening; (iv) charge a registration fee to ascertain the number of attendees and to provide a dinner box. A discussion of how to obtain a list of Chinese teachers in the San Antonio and Austin areas ensued.

### **Item 5. 2010 Annual Meeting.**

a. Location: The Confucius Institute at Texas A&M in College Station has expressed an interest in hosting the next annual meeting. Board members discussed the pros and cons of having the meeting in College Station.

Pros: 1. College Station is conveniently located mid-way between Houston, San Antonio, and Austin, being less than a two-hour drive from each of those cities. Marshall suggested a late start time of 10:00 AM and a late ending time to accommodate out-of-town attendees. Speakers will be provided with overnight lodging.

2. A&M has a well-developed distance education program and facility. They could probably provide a live-feed of the meeting on the Internet to members in other cities. Meng mentioned that she thought this unnecessary, with no further discussion.

3. CLTA-Texas is a state organization, so it needs to have its annual meetings in a different city each year.

Cons: 1. Since local members are the major source of attendees for annual meetings, the size of the local Chinese community may be too small. No board member was aware of there being a heritage school in that area.

2. May need more advertising for the event.

b. Date: Marshall suggested the weekend before or after Labor Day weekend, but will check with Randy Kluver at A&M first.

c. Keynote speaker. Marshall said a plan for finding a keynote speaker is needed. Meng said that a firm date for the

2010 annual meeting would have to be decided before inviting a potential keynote speaker.

d. It was agreed that details of the annual meeting will be sent out via email to CLTA members and will be posted on the CLTA-Texas website.

### **Item 6. Teacher's Grant.**

Meng donated \$500 last year to initiate a teacher's grant competition. The purpose of the grant is to support a teacher's attending a meeting, workshop, or conference. She asked if it could continue to be offered this year.

If so, she asked if CLTA-Texas could underwrite the grant because there is enough funding available in the CLTA budget.

Marshall moved to continue to offer one grant (or two grants, if there is more than one strong proposal) of \$500 this year, to gain more publicity for this grant. The awarded funds could be used any time until the next cycle.

Board members unanimously approved.

Meng, Jiayao, and Zhang Jie volunteered to form a review committee to evaluate the merit of the grant applications.