

# Meeting Title CLTA-Texas 2<sup>nd</sup> Board Meeting 2008

## MINUTES

[MEETING DATE]  
9/27/08

[MEETING TIME]  
9:30AM-11PM

[MEETING LOCATION]  
Via Conference Call

MEETING CALLED BY	Decided by Board members
TYPE OF MEETING	Board Meeting, CLTA-Texas
FACILITATOR	Marshall McArthur
NOTE TAKER	Meng Yeh
TIMEKEEPER	
ATTENDEES	<ol style="list-style-type: none"> <li>1. Ardon Chang, 張志榮 (Dallas)</li> <li>2. Marshall McArthur, 麥查理 (Houston)</li> <li>3. Meng Yeh, 葉萌 (Houston)</li> <li>4. Yang Li, 李洋 (Dallas)</li> <li>5. Nine-ming Cheng 周乃溟 (Houston)</li> <li>6. Xiaohong Wen, 溫曉虹 (Houston)</li> <li>7. Paul Bao 包華富(Houston)</li> <li>8. Lan Graff 張嵐 (Austin)</li> </ol>
ABSENT	<p>Stephen Field 田笠(San Antonio), Jia Li 賈莉(San Antonio), Carl Robertson (Georgetown)</p>

### AGENDA TOPICS

ITEM 1	<p><b>1. Updates</b></p> <p>a. <b>Events</b> Meng reported CLTA-TX events: January 18-19<sup>th</sup> Dallas Teacher Workshop (Ardon), March 29<sup>th</sup> Austin Chinese Language Teaching Seminar (Lan, Carl), April 28<sup>th</sup> Texas A&amp;M Chinese Language Education Conference (Confucius Institute and CLTA-TX), August 30<sup>th</sup> CLTA-TX Annual Conference. Paul, Xiao Hong congratulated the great jobs done!</p> <p>b. <b>2008 Election</b> Marshall reported that he is the President of CLTA-TX 2008-2009. The result of July election in 2008 : Ardon (President-Elect), Jia Li (Board of Director)</p> <p>c. <b>2008 Annual Conference</b> Meng reported that Ardon did an excellent job of publicizing the Conference event. We had 140 participants. Shannon Baker from TEA and 4 LOTE Coordinator were invited to our Conference. We received funding from Chao Center Asian Studies, Confucius Institute Texas A&amp;M, Texas Startalk, American First National Bank, and Education Office of China Consulate in Houston.</p> <p>d. <b>Meeting with TFLA</b> Marshall reported his meeting with TFLA TFLA welcomed CLTA-TX joining their spring and fall Conferences. Marshall found out that TFLA hold the Conferences in hotels and the registration fee is \$100. Because of the fee and hotel expenses, Marshall and Meng commented that it will be difficult to encourage our members to attend the Conferences. Xiaohong commented that collaboration with TFLA is important, but we do need to consider the feasibility. Lan asked how TFLA values</p>
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	<p>CLTA-Texas. Meng responded that TFLA welcomed CLTA-TX joining their spring and fall Conferences and their President invited her and Marshall to their Board Meeting in August 2008. Li Yang suggested that we focus on the goal of making CLTA-TX visible at TFLA Conferences by systematically organizing panels with our K-16 teachers. Meng agreed that CLTA-TX can play an important role of helping local teachers to organize panels to attend TFLA Conferences. Nine-min reported that 6 Principals of Chinese Schools in Houston will attend ACTFL/CLTA Conference in Florida 2008. This means that local Chinese schools want to become part of the mainstream Chinese education. She suggested that we should continue to make effort collaborating with TFLA and mark CLTA-TX presence in the landscape of foreign language education in Texas.</p> <p>e. <b>TFLA October Conference</b>  Marshall reported that several Chinese teachers will present at TFLA Conference, 10/16-18, in Houston. Marshall will let us know more about the Conferences so that we can plan how to collaborate with TFLA.</p> <p>f. <b>CLTA-TX 2009 Annual Conference</b>  Marshall reported the possibility of holding CLTA-TX 2009 Annual Conference in San Antonio. Marshall and Meng had a brief discussion with Jia Li (UT-SA) who is happy to organize the Annual Meeting in San Antonio and agreed that 8/30 is a good date to hold the conference. Marshall will discuss the details with Stephen Field (Trinity University) and Jia Li.</p> <p>g. <b>Members</b>  Meng reported that currently CLTA-TX has 93 individual members and 11 institute members.</p> <p>h. <b>Financial:</b> Meng reported that we have \$11,694 in CLTA-TX account.</p> <p>i. <b>National CLTA</b>  Meng reported National CLTA is currently discussing the establishment of formal/legal relationship with regional CLTAs. She has joined their discussion and will report the updates. Xiaohong, a Board Member of CLTA, reported that CLTA has sponsored several regional CLTAs funding this year. CLTA-TX has received \$500 from CLTA in February 2008.</p>
ITEM 2	<p><b>2008 Startalk Student/Teacher Program</b></p> <p>a. Meng reported that Texas Startalk Teacher Workshop trained 34 teachers (23 in Dallas and 11 in Houston), from March to the end of May. Student Programs have recruited 98 students (79 in Dallas and 19 in Houston). CLTA-TX and Dallas-Fort Worth Chinese Schools will apply for the Startalk funding in 2009.</p>
ITEM 3	<p><b>Extension of Officers' Tenure: from one year to two year</b></p> <p>a. Marshall stated the proposal to extend the tenure of President, President-Elect and Immediate Past President from one year to two year. The main reason for this proposal is for the administrative continuity.</p> <p>b. Meng stated that it was her suggestion. She said that there are three advantages of the extension: 1) continuity 2) President has more time to finish his/her projects 3) It reduces the workload of annual nomination/election. Meng said that usually smaller organizations give 2-year tenure for officers.</p> <p>c. Paul suggested that we should have a formal proposal that states the reasons and advantages of extending the tenures. Xiaohong echoed his view.</p> <p>d. Ardon suggested the alternative: instead of extending the tenure, we allow the officers to be 're-elected.' Meng responded that this alternative does not reduce the burden of nomination/election annually.</p> <p>e. Marshall made a motion that we agreed to change the language in our Bylaws. He will write the proposal of Tenure Extension, as suggested by Paul and email the proposal to review. Meng seconded the motion. Once the language of the proposal is accepted, the Board will vote on the change.</p>
ITEM 4	<p><b>Houston Teacher Swap Shop, October 24<sup>th</sup>, Houston</b></p>

	<p>Marshall reported that he has organized a Teacher Swap Shop in Houston, October 24<sup>th</sup>. He has contacted the Principal Tony Zhang and reserved a room at Huaxia Chinese School. The goal is for K-12 teachers to share effective classroom teaching and activities. Four teachers have been invited: Jiayao Pang at Awty International School, Sarah Tsai at Bellaire HS, Shui Wen at Pin Oak MS, and Wang Yu at Tyler HS. The participants will receive a certificate. Meng has received \$150 funding from the Center of Studying Languages at Rice. Marshall will request \$150 from the Education Office of China Consulate. Meng said that the Swap Shop is free to the members, but charges \$5 dollars for non-members.</p>
ITEM 5	<p><b>Newsletter December Issue, Editor Carl Robertson</b> Carl is absent today. Marshall will contact him.</p>
ITEM 6	<p><b>Establishment of CLTA-Texas Teacher Fund</b></p> <ol style="list-style-type: none"> <li>a. Meng stated that she will donate \$1,000 per year to establish CLTA-Texas Teacher Fund. The purpose is to provide travel funding for K-16 and Chinese school teachers to attend regional and national Language Teaching conferences and workshops.</li> <li>b. Paul suggested that we need to write a formal proposal which states the purpose of the fund and selection criteria of the fund receivers as well as how to sustain the funding. Xiaohong said that this is a long-term fund, so it is critical to write a formal proposal that everyone agrees upon it.</li> <li>c. Nine-min Cheng supported the idea of Teacher Fund and will donate \$500 to the Fund.</li> <li>d. Marshall concluded that he and Meng will write the formal proposal of Teacher Fund for everyone to review.</li> </ol>
ITEM 7	<p><b>Links/New Materials to CLTA-Texas Website</b></p> <p>Marshall asked if we need policy regarding the links/materials on our Website. Paul stated that it is necessary to have the policy that we will not allow any links just for commercial purposes. Marshall said that he will write a statement of website policy and circulate among the Board members to receive consensus.</p>
ITEM 8	<p><b>Additional Business</b></p> <ol style="list-style-type: none"> <li>a. Committees Marshall asked about the existence of the Committee. Meng responded that the President can make the decision what Committees are necessary to establish to certain tasks.</li> <li>b. Paul asked about the tenure of his Board of Director. Meng responded that according to our Bylaws, the tenure of Director is two years. There are 11 Directors and 4 are officers. Out of the remaining 7 Directors, 4 will end their tenures and be replaced by new Directors in 2009. 3 Directors will remain on the position to 2010. In July 2009, Marshall will conduct the drawing that decides which 4 Directors will be replaced. Here is <i>Section 4.05. Election</i> from Bylaws:   <p><i>"Directors shall serve for two years, and the terms of Directors shall be staggered so that half of the seats of Board of Directors fall vacant and are filled by election."</i></p> </li> <li>c. Ardon stated his concern regarding how to sustain the support of our members if we only have the Annual Conference and the Conference takes place in different cities. Meng suggested that the goal for CLTA-Texas is to organize one event per year in one city (Dallas, Houston, SA/Austin) in addition to Annual Conference. For example, if the Teacher Swap Shop is successful in Houston, we can plan similar event in Dallas and SA/Austin in 2009. These events are free for the members. Meng also pointed out that Teacher Fund can be attractive to our members too.</li> </ol>