

Learner Development SIG Annual General Meeting **Sunday, November 23rd 11:30 AM – 12.15 PM Room 101**

1. PURPOSE

- review, plan and discuss SIG budget, activities and goals
- approve continuing or new officers for different committee positions and shadow positions
- listen to SIG members' concerns, suggestions, criticisms and comments

2. CO-COORDINATION for 2015

Co-Coordinators: Fumiko Murase & Alison Stewart

2A. Report on 2013-2014 by co-coordinators (submitted by Alison)

Following on from our 20th anniversary conference (LD20) in November last year, the LD SIG has seen continued growth and innovation. This has been made possible by the commitment and efforts made by its committee members in particular, working individually and collaborating in teams, to support and further the activities of the SIG. We would like to highlight some of the major achievements of the year:

- * continued membership growth supported by sustained personalized communication with SIG members and subscribers (membership team);
- * grants awarded to members for conferences and research (grants team);
- * excellent treasury administration (treasury team);
- * two issues of *Learning Learning* (LL editorial team);
- * two book publication projects, one just completed and published online, the other on target to be published before the end of the year (publications team, editors and authors);
- * translation and web publication of a collection of essays on 3.11 by children in Rikuzentakata, a collaborative project involving over 100 teachers, students and editors (Tohoku Outreach team);
- * LD20 two-day conference in Tokyo involving over 150 presenters (LD20 organising team)
- * three innovative LD forums at national conferences, and Proceedings article in JALT2013 Conference Proceedings (programme team);
- * regular meetings of the Tokyo get-togethers, which will culminate in a mini-conference for teachers and their students on December 14th (Tokyo get-together organizing team);
- * regular bilingual new announcements in *The Language Teacher* (publicity team);
- * move to a new Wordpress website, creating a fresh new public face for the SIG (website team)
- * regular monthly dialogue column on the LD SIG website by Kay Irie and Rachele Meilleur.

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Such a long list of achievements is a testament to the fabulous spirit of collaboration and dedication that we find in the SIG. We would like to thank everyone who has contributed to these and all the other activities of the SIG over the past year.

The SIG is continuing to consolidate the team structures that were implemented under the previous co-coordinators, Andy and Rich. Discussions are ongoing to ensure that roles of individuals within teams are negotiated and clear and that shadow roles are constructive and participatory.

Although the last couple of years have seen an steady increase both in the number of teams with different functions, and in the number of members in each of them, this year will see a trimming back again also. The Tohoku Outreach team, which was created at last year's AGM as a separate unit within the Outreach team, and which has been very active through its trips and involvement with people in Rikuzentakata over the past nearly two years, is now disbanding, reflecting the fact that, with a major project completed, there is no need for such intensive or extensive support. Our involvement with and interest in Tohoku continues, but we expect that it will be more at the level of individual or small group contacts and projects. We feel that this is a marker of the SIG's flexibility: we can create structures to support activity when they are needed, and equally, we can dismantle those structures when they are no longer necessary. This highlights the primary role of the committee: to support activity and innovation of, with, and for, our members.

A major task of the coordinators remains communication: among the committee and with the membership as a whole. We are looking to continue and improve our use of the email accounts for this, as well as Facebook, online surveys, and other means, for creating a sense of community and for sharing our practice, research, trials and tribulations with each other, wherever in Japan we happen to be. The past year has been a particularly hard one for JALT as an organization. The tragic passing of its president Kevin Cleary last January left a dispute over the development of a new database unresolved and the organization as a whole mired in financial difficulties. As the SIGs representatives at JALT executive meetings, we have tried to communicate the main issues discussed to our members, and similarly, to communicate our members opinions back to the EBM, for example, on the question of raising membership fees. Far more than is the case with group structures, communication always needs to be worked at and can always be improved. We hope members will share their ideas for how we can notify, discuss, and share more effectively over the coming year.

The two areas outlined above are our two major goals for 2015:

1. Continue to clarify and improve and clarify purpose of teams and roles of team members.
2. Continue to ensure communication within the SIG and as representatives of the SIG.

2B To be approved at AGM:

- _____ and _____ as shadows for co-coordination from 2015

3. TREASURY

Treasury team: Mayumi Abe, Satomi Yoshimuta, & Huw Davies

3A Treasury report (submitted by Mayumi Abe)

The financial state of LD SIG is healthy at the moment though the expenses are expected to exceed

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the revenues this year. As of Oct. 31st, 2014, we have 372,800 yen in the bank account and 368,250 yen on reserve liabilities. With higher expenses projected, we seek approval to free up funds currently in reserve, leaving reserve liabilities of 200,000 yen.

3B Tentative goals for 2014

3 (a) Approve Mayumi Abe, Huw Davies and Satomi (Sami) Yoshimuta to continue as SIG treasurer team in FY 2015. Treasurer duties to be divided as follows:

- Banking/OEC/Email: Huw, assisted by Mayumi
- Grants: Sami, assisted by Mayumi

3 (b) Approve draft budget for 2015 [see below]

Draft SIG budget for 2015 (April 2015 – March 2016)	FY2014 (April 2014- March 2015)	Draft 2015 (April 2015- March 2016)	Notes
Projected expenses			
Table rental for JALT National Conference	(17,000)	(17,000)	
Shipping LD materials to and from JALT National Conference	(10,000)	(10,000)	
Shipping fees for other events	(20,000)	(20,000)	
LD web site cost (including domain name registration)	(7,500)	(7,500)	
Donation for Best of JALT 2014	(25,000)	(20,000)	
JALT Pan-SIG conference grant (40,000 yen each)	(40,000)	(40,000)	
JALT CALL conference grant (40,000 yen each)	0	(40,000)	
LD SIG research grants (25,000 yen each)	(25,000)	(25,000)	
Outreach grants (20,000 yen each)	(*40,000)	(40,000)	2 x 20,000 *used for Musashi participation JALT2014
National conference grants (40,000 yen each)	(*120,000)	(**80,000)	*3 x 40,000 **2 x 40,000
JALT2014 Musashi participation	(60,000)	0	
December informal conference Creating Community: Learning Together	(30,000)	0	
Co-sponsor a JALT speaker	0	(125,000)	
Get-together room hire	(25,000)	(25,000)	
Other miscellaneous	(20,000)	(20,000)	
SUB-TOTAL	(439,500)	(469,500)	
Projected revenues			
Membership x 1500 yen	*260,000	260,000	*259,750 received as of November 4, 2014
December informal conference Creating Community: Learning Together	30,000	0	
SUB-TOTAL	290,000	260,000	
TOTAL (Projected revenues – expenses)	-149,500	-209,500	

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Reserve liabilities	368,250	200,000	
GRAND TOTAL	218,750	-9,500	
Expected balance in March (592,768 in March 2014: 224,288 in bank account + 368,250 as reserve liabilities)	About 450,000 expected in March 2015 (About 80,000 in bank account + 368,250 as reserve liabilities)	About 240,000 expected in March 2016 (About 38,250 in bank account + 200,000 as reserve liabilities)	

3C For approval by AGM

- (a) Approve Mayumi Abe, Huw Davies, and Satomi Yoshimuta as continued SIG Treasurers
- (b) Approve transfer of reserve to cash, leaving 200,000 yen as reserve liabilities
- (c) Approve draft budget for 2015 [see above]

4. MEMBERSHIP

Membership team: Brandon Kramer (new), Ann Flanagan, Stephanie Corwin (new)

4A. New membership chair & shadow

Chair responsibilities:

- * at the beginning of every month, add new members from the JCO list to the SIG membership list, confirm renewing members' email addresses, note those who have let their membership lapse. (2+ hours a month, but quicker once you learn the system.)
- * administer the SIG subscriber list (currently 2 members); Send renewal reminder letters 2 months and 1 month before subscription expires.
- * notify the database manager (currently Hugh Nicoll) of changes via Google Drive spreadsheet
- * update each month the Get Together coordinators (Currently: Tokyo— Andy Barfield Ken Ikeda, & Agnes Patko; Hiroshima— Jim Ronald & Ariel Sorenson; Kansai—N/A) with any changes to their membership lists via Google Drive spreadsheet
- * report the figures to the committee every month in a brief email message
- * periodically with Stephanie, Ann, and the shadows, update membership welcome and renewal letters (enlist coordinator help with any new SIG business that should be included and with any changes that have happened in relevant committee positions mentioned in the membership letters)
- * respond to any queries or questions from members and SIG committee members about a SIG member's subscription status

Committee responsibilities:

- * Stephanie Corwin: send out renewal letters, actively help keep the letters up-to-date
- * Ann Flanagan: send out welcome letters, actively help keep the letters up-to-date

4B. Tentative goals for membership for 2015

- * Get used to the system and work towards a smooth transition
- * Continually revise the welcome, 2-month reminder, 1-month reminder letters

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* Continue regular mail-outs, list updates, and personal communication when necessary

4C. For approval at AGM:

(a) Approve Brandon Kramer to become SIG Membership Chair and to work with Stephanie Corwin and Ann Flanagan on SIG membership matters

(b) Approve Stephanie Corwin and Ann Flanagan as membership renewal and welcome letter contact liaisons

(c) Approve _____ to shadow the Membership Chair with a view to becoming Membership Chair at JALT2015 or JALT2016

5. GRANTS

Grants team: Satomi Yoshimuta, Kris Sullivan (new), Jennie Morgan (new)

5A. Grants team report (submitted by Martin, Satomi, Stacey)

1. Achievements of the Grants team 2013-2014

Our duties included revising the information to be uploaded grants webpage on the LD SIG website, including developing criteria for the new Outreach grant. We communicated with the membership through the website, email, and Facebook, to advertise the various grants. We administered the dedicated gmail account to accept and respond to applications and queries. The committee worked as a three-person committee to evaluate applications and select worthy awardees.

The committee awarded the following grants

- Research Grant x 1 (Tomoko Imamura)
- Pan-SIG Conference Grant x1 (Caroline Ross)
- JALT Conference Grants x3 (Yoko Sakurai, Joel Laurier, Adrienne Verla)

We passed on details of all grant awardees to the publicity team, publications team and treasury team.

2. Goals for 2014-2015

We think that finding ways to make more people aware of the grants offered, particularly membership and subscription grants, should be a key goal. We seem to struggle to advertise these grants outside of existing SIG membership. Similarly, advertising the Outreach Grants. We are sure there are people out there doing the kind of things the grant is for, but they are not aware of the existence of the grant. Advertising these grants can and should begin at the LD forum at JALT.

3. Team members and shadows to be approved at the AGM

Jenny Morgan and Kris Sullivan have agreed to join the committee.

4. Issues for discussion

There may be some issues over the deadlines – in February, many people are still settling back into the new academic year, or might not even be in the country yet. It may be too early for people to be submitting applications for events that are still months away.

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Also, it might be worthwhile discussing the possibility of having a rolling application process for the membership and subscription grants, as we have for the outreach grants. Specific deadlines are necessary for events taking place on specific dates, but we could be more flexible otherwise. Who knows if anybody came across the LD SIG during the academic year, only to find out that membership and subscription deadlines were already long passed?

5B For approval at AGM

(a) *Kris Sullivan and Jennie Morgan as new members of the Grants team*

6. PUBLICATIONS

Publications coordinators: James Underwood, Tim Ashwell

Learning Learning team: Mathew Porter (lead editor), Yoko Sakurai (Shadow editor), Chika Hayashi (Translation coordinator), Monika Szirmai (Layout), James Underwood (New members section), Chris Fitzgerald (Grant awardees section), Kazuko Unosawa (Creative Writing writing)

6A Report on the Publications team activity in 2013-14 (submitted by Tim Ashwell)

1. *Learner Development Working Papers: Different Cases, Different Interests* (edited by Andy Barfield & Aiko Minematsu)

Andy and Aiko are planning to publish this anthology on a website in the first instance, hopefully by December 14th. They are talking about creating a new website, possibly looking something like this: <http://www.lesley.edu/journal-pedagogy-pluralism-practice/ira-shor/critical-literacy/>

Each chapter could be downloaded as a pdf and also be available online. Rob Moreau is designing a cover design. Andy has been discussing the website technicalities with James and will look into obtaining an ISBN from JCO for this.

There are 10 chapters, nine of which are complete (or almost), one of which is still not a completed first draft. They have bios/abstracts and key words in English and Japanese. They are also planning to organise a limited run of 100-150 copies and are currently checking the cost of this.

2. *Collaborative Learning in Learner Development* (edited by Tim Ashwell, Masuko Miyahara, Steve Paydon, & Alison Stewart)

We have committed ourselves to publishing this as an e-book in the first instance using Smashwords. Steve Paydon has drawn up a comparison between Lulu and Smashwords. The e-book will likely be published in pdf format, mainly to accommodate the many figures.

We have ten chapters by authors with all but two in final draft. The editors (Masuko, Steve, Alison and Tim) are co-writing one or two introductory chapters, and a final chapter based on authors' reflections (which we have collected).

We are aiming to have a completed manuscript ready to convert to e-book format before JALT and to have a published product by the Creating Communities mini-conference on December 14.

The option of a print run was discussed for both book projects. Masuko has obtained the following estimate from the company that printed the Realizing Autonomy brochure and Proceedings:

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1) 本文200Pの場合(200page book):

- B5 本文200P 無線綴じ 100冊(100 copies) @1540 税込¥166,320
- B5 本文200P 無線綴じ 150冊 (150 copies) @1140 税込¥184,680
- B5 本文200P 無線綴じ 200冊 (200 copies) @938 税込¥202,608
- B5 本文200P 無線綴じ 250冊 (250 copies) @816 税込¥220,320

2) 本文250Pの場合(250 page book):

- B5 本文250P 無線綴じ 100冊(100 copies) @1910 税込¥206,280
- B5 本文250P 無線綴じ 150冊 (150 copies) @1400 税込¥226,800
- B5 本文250P 無線綴じ 200冊 (200 copies) @1145 税込¥247,320
- B5 本文250P 無線綴じ 250冊 (250 copies) @992 税込¥267,840

表紙(cover) 4/0 コート紙135kg

本文 (content) 1/1 上質紙 70 kg

Full or partial funding for the print run would be sought from the JALT Development Fund.

3. LD20 Proceedings

As of November 4th, we have received five presentation reports and four more are in the pipeline. Glenn Magee and Tim Ashwell have already provided feedback on the first four reports.

The plan is to publish the Proceedings online by April/May 2015. This seems like a very feasible timescale given the length of the reports. The Proceedings can be published as a special issue of *Learning Learning (LL)* which would also include the interviews which already appeared in LL issues last year.

4. December Mini Conference

Presenters at the December Mini Conference could be encouraged to write reflections and to post these on the conference website by mid-January. Tim also suggested that some might like to have the opportunity to write a fuller presentation report for an issue of LL next year, but this would require having someone to coordinate this effort.

5. Learning Learning (submitted by James Underwood)

LL was published this year as usual in the Spring and Autumn. Although these two issues were published as a team, the lead editors changed for each issue, which meant that the coordinator had to help to initiate and finalise the issues.

Over the two issues some LL team members have voiced their concern over what was expected of them in their role and how these coincided with the role of the coordinator, thus it has been decided that a more in-depth explanation of these roles and responsibilities is needed. In addition to this, the layout editor has suggested that a style guide should be given to prospective contributors, to ease both their job, as layout editor, and the publishing process for the contributor. A draft version of this style guide was shared among members of the Publications team and the general feedback from it was that although it was a good idea to have a style guide, the purpose of it should be not only clear to the contributor but there should be clear guidelines and examples of what (and what not) they should do in terms of style. Both these will be added to the new LDSIG website in due course.

Also, in the past there have been some formatting issues caused by incompatibility of Macintosh and Windows. Future issues will try to avoid these by using online word processors such as google docs.

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6. LD Journal

At a Publications Committee meeting on October 18th, we discussed the possibility of setting up an LD Journal, an idea proposed by Andy. In brief, the plan would be to have one issue a year consisting of four or five papers put together around a common theme by a group of writers who would also collaboratively edit the papers. In other words, it is a formal structure within which small LD SIG "book projects" might see the light of day on a regular basis. Tim sent around a more detailed concept outline which might form a basic proposal to put forward to the SIG for consultation. There was quite a strong feeling that the LD Journal would need to break the mould by actively encouraging different genres and mixes of contributions. It would also be different in that it would have to rely on a group of writers working to produce an issue themselves without too much outside editorial support/intervention. The SIG Publications Committee (currently, James, Tim, editors of *Learning Learning* and book projects) would act to ensure that there was a production schedule in place and that this was being followed and would provide support with publishing once the manuscript was complete. We also discussed various possible names for the journal, the most popular of which was "The LD SIG Annual".

7. Website Development

The Working Papers which Andy and Aiko are editing is due to appear as a dedicated website, but the problem remains of who can create the website. James has had a look at the template Andy provided but feels it would require a great deal of time and effort to construct. At the meeting on October 18th Tim suggested the possibility of the SIG paying for professional/semi-professional website designers to do the work and we wondered if there might be students around who might be willing to do this. We decided we would need to get estimates from developers before moving forward with this idea. Since then, Aiko and Andy have looked at WIX (<http://www.wix.com/>) - the platform used by Mathew for the Tohoku Children's accounts - and have been developing a Working Papers website. WIX is free and easy to use.

8. LD's position about using recycled paper and trying to reduce its carbon footprint in its publication projects

This issue was also discussed at the Publications Committee meeting on October 18th. Andy felt that we need to have a SIG policy about this so that if we print copies of books in future they should all be on recycled paper in line with JALT's overall policy.

6B For approval

- a) _____ as shadow coordinator(s) of Publications Team
- b) A new annual journal ("LD SIG Annual"). An editorial team to be approved by the AGM
- c) Funding for print publications of LD Working Papers and CLILD
- d) Recycled paper print policy

7. PROGRAMMES

Programmes team: Ian Hurrell, Aiko Minematsu, Lee Arnold

7A Report on Programmes 2014 (submitted by Ian Hurrell)

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2014 saw a number of achievements for Programmes in the LD SIG:

* Publication of “LD SIG Forum - Transitions in the Lives of Learners and Teachers” in collaboration with 14 authors in the JALT National 2013 Proceedings.

(<http://jalt-publications.org/proceedings/articles/3977-ld-sig-forum-transitions-lives-learners-and-teachers>)

* Organization of three forums:

11th May 2014 – Pan-SIG 2014 in Miyazaki Municipal University – Continuity in Learning and Lerner Development – Chief Organizer: Aiko Minematsu

8th June 2014 – JALT CALL 2014 in Sugiyama Jogakuen University – New Horizons in CALL – Chief Organizer: Lee Arnold

23rd November 2014 – JALT National Conference in Tsukuba International Congress Center – Learner Development Across Borders – Chief Organizer: Ian Hurrell

* Set up Gmail account (ldevents1@gmail.com) for correspondence with LD SIG members.

* Google drive account established for storage of all LD Programmes publications and documentation.

7B Tentative goals for Programmes for 2015

* Organize LD forum for JALT2015.

* Coordinate forums of JALT CALL and PanSIG conferences and endeavor to increase LD SIG presence in other events.

* Find a shadow to help share the responsibilities of the Programmes Chair position.

* Create a **‘Programmes Chair Handbook’** to provide advice and aid transitions between successive Programmes chairs.

* Create a historical record of achievements of the LD SIG Programmes team and store it on the Google Drive.

* Possibly start a YouTube Channel using the ldevents1 Google account to display videos and testimonials from the various LD Events.

7C For approval by AGM

a) Create a YouTube site for LD Forums

b) Lee Arnold (membership chair), Ian Hurrell, & Joel Laurier

8. PUBLICITY

Publicity team: Rob Moreau, Sayuri Hasegawa, Mayumi Takizawa, Kie Yamamoto (shadow)

8A Publicity report for 2014 (submitted by Rob Moreau)

1. The achievements of the publicity department include:

- * Compiling and submitting the news write-ups for the JALT publication, *The Language Teacher*.
- * Distributing logo graphics as needed for members of the SIG to use on projects such as websites or other promotional materials.
- * Developing a logo for the one-day conference in December.
- * Providing graphics for SIG publications. In 2014 these included the cover design for the 20th anniversary conference proceedings and the cover for the up-coming Working Papers book publication.
- * Posting to the Facebook page as required.
- * The publicity department also has a translation team that provides excellent and timely translations for the SIG news articles as well as other projects if required.

2. Goals for 2015

The main goal is to keep on developing the team along the lines that have proved successful during the past year and to take a more proactive position with regards to fliers promoting the SIG at conferences, etc., as well as more frequent postings to the Facebook page to keep people more informed about the SIG.

3. Team members and shadows to be approved at the AGM

We have Kie Yamamoto as a shadow now, who will take over the translation duties for the new year. We also hope to add Tomoto Imamura to the team as a translation shadow. I would like to ask to be kept on as the publicity chair to maintain consistency in the department.

8B For approval by AGM

(a) Rob Moreau as Publicity chair for 2014

(b) Kie Yamamoto & Tomoko Imamura as Japanese translators editors

(c) Approve _____ as publicity shadow to support Rob Moreau, LD SIG publicity chair

9. WEB MAINTENANCE AND DEVELOPMENT

Web team: Hugh Nicoll, James, Underwood, Mike Nix, Ken Ikeda

9A Web Maintenance and Development team report (Submitted by Hugh Nicoll)

Achievements 2013-14

- * 2013: 20th anniversary conference web site – Mike & James
- * LD20 proceedings created and maintained on the ld-sig.org domain by Hugh
- * ld-sig.org (static web site) – maintained primarily by Hugh with input from Alison, Fumiko, other team members for Events, Outreach, Grants, information updates and the Learning Learning team.

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* The “Talking Points” column, monthly, written by Kay Irie and Rachelle Meilleur for the last year, uploaded to the home page of the static site and to the blog, now hosted on a WordPress install.

* New issues of Learning Learning published biannually.

* Transition to Wordpress — currently (early November), we are in the process of transferring the content of the static web site to a full Wordpress (WP) site. The WP team is Hugh, James, and William Hassett. Our goal is to finish the transition by JALT2014.

Goals for 2014-15

* Distribute web writing, updating responsibilities among team members so as to simplify and improve our ability to publish and update the site in a timely manner. The WP site will be friendlier for users accessing the site from a smartphone, tablet, or other mobile device.

* Continue to work with the membership team updating subscriber lists for the sig mailing lists;

* Team & Shadowing: Mike Nix and Ken Ikeda stepping down; Hugh and James currently working on how to move forward more collaboratively, hopefully with new team members

9B For approval:

a) Hugh Nicoll, James Underwood, & Rachelle Meilleur as member(s) of the Web M&D team

b) _____ as shadow(s) of the Web M&D team

10. OUTREACH TEAM

NGO Student Ambassadors – Colin Rundle & Caroline Kocel-Ross

Tohoku Outreach – Andy Barfield & Mayumi Takizawa

Translation Project – Mathew Porter, Sayuri Hasegawa & Caroline Kocel-Ross

NGO Student Ambassadors Programme Report (Submitted by Caroline Kocel-Ross)

Achievements/Activities for 2013-2014

* Nine students from Soka, Toyama, and Tokai universities represented three NGOs, Shanti Volunteer Association, Japan Tent, and Free the Children Japan at the NGO Outreach forum at the LD SIG's 20th Anniversary Conference in November 2014.

* At the turn of the new school year, we emailed LD SIG members to spread the word and recruit students for the second cycle of the Ambassador program. Eight students from Gakushuin and Toyama universities expressed an interest, although many said that the timing was difficult due to job-hunting and other prior commitments. Two students from Gakushuin followed through and interned at NGOs

* 2 students from Tamagawa university visited Minsai NGO, but didn't pursue this further.

2. Goals for the coming year

* That at least one or two student ambassadors can represent an NGO at the LD-SIG's December mini-conference

* To continue to consolidate and strengthen relationships with FTCJ, by continuing to assist them in recruiting student volunteers

* To identify an appropriate event (in Autumn/ November or December 2015) at which future Student Ambassadors can represent their NGOs

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* To improve our system for tracking and managing students and teachers who express interest in the program

* To consider the time-scale of the program cycle - is there a more convenient time for students to volunteer than over summer? E.g., March? Should we have more than one "recruitment push"?

Tohoku Outreach Report (submitted by Andy Barfield & Mayumi Takizawa)

1. Achievements/Activities this year

Most things that happened this last year can be traced back to the LD20 Tohoku Forum last year in which Musashi-san, the community leader from Rikuzentakata and chair of the PTA of the Kesen Junior High School, and Gina Horie, member of the Filipino SEELS group in Tohoku, took part. This led first to discussion of the LD SIG translating into English the Kesen Junior High School children's post 3.11 accounts, and then to a copy of the accounts being handed over at a 5-university Tohoku research meeting in early December 2013 that Andy, James and Mayumi attended. The 5-university meeting also led to Alison, Fumiko Kurosawa, and James giving a presentation about the LD's Outreach activities at a forum in late December 2013 where students from those five universities gave presentations about their research into different aspects of post-3.11 recovery. Thank you to Alison, Fumiko and James for their great work here.

In early 2014 Sayuri Hasegawa took on the leadership of the translation project, where she was joined by Caroline Ross and, later, Mathew Porter. As this happened, a Yahoo discussion list for Outreach was set up so that the growing number of LD SIG members involved in the translation project could communicate with each other online. We would like to say a heartfelt thank you to everyone who has contributed to the translation project since January 2014.

We would also like to express our particular gratitude to Caroline, Mathew and Sayuri for their dedication, hard work, and meticulous care in seeing through the translation to completion by the end of 2014. This is probably the most complicated project the SIG has ever undertaken. All credit goes to them for ensuring that the children's voices are protected, promoted, and heard on a much wider scale than before both in Japan and beyond. The temporary URL for the bilingual version of the children's accounts is here: <http://mathewlporter.wix.com/test>

In March 2014 five LD SIG members (Andy, Mayumi, Rob Moreau, Sayuri and Ted O'Neil) visited Kesenuma and Rikuzentakata for a second LD SIG Outreach weekend. They made follow-up visits with individuals and organizations from 2013 (Omoso temporary housing community centre, Oshima Elementary School, Reiko and her family on Oshima, and Musashi-san) and also established new contacts (Yamayo Suisan's oyster-farm on Oshima, Konno-san -- the local English-speaking guide in Rikuzentakata -- Rikuzentakata Tourist Information Centre, and Rikuzentakata City Library). A full account of this visit was published in *Learning Learning* earlier this year and can be found here: http://ld-sig.org/LL/21one/March2014_TohokuOutreach.pdf

Because the March group could get funding from different Kanto-based chapters and the CUE SIG (again we express our thanks for this support), we did not make use of any LD SIG Outreach grants. These could then be later used to help fund Musashi-san and his daughter's participation at JALT2014 in a workshop on the children's accounts (with Alison, Caroline, Mathew and Ted).

The March group also wrote up a subsequent account of their participation in the translation project for Tokyo Project, which is expected to be published before the end of this year in Tokyo JALT's online journal (see <http://www.tokyojalt.org/publications.html>).

During the March 2014 visit, LD negotiated book donations with Oshima Elementary School and

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Rikuzentakata City Library and later sent books on behalf of the SIG to both institutions. A final donation of books was made by the SIG to SEELS schools in Tohoku care of Gina Horie, who had been LD SIG's other Tohoku guest speaker at LD20.

Since March 2014 most of the Tohoku Outreach activity this year has been focused on completion of the Translation Project, the writing up of two long articles about LD's Outreach (*Learning Learning* and Tokyo JALT), and arranging the visit of Musashi-san and Runa to JALT2014 (thank you Alison, Fumiko Murase, Sayuri, and Nakazawa-sensei).

Connected to LD's Outreach activity was Nakazawa-sensei's participation in the 2014 PanSIG and his plenary talk on "balancing regional perspectives on education and quality of life issues here in Japan with longer-term and global perspectives on learning, teaching, and education policy discussions" - our thanks go to Hugh Nicoll and Joe Tomei, pan SIG conference co-chairs, for making this possible, and to Colin Rundle for interviewing Nakazawa-sensei about his work for the panSIG website (see http://pansig.org/2014/nakazawa_interview/).

2. Goals for the coming year / Outreach co-coordination & shadowing / Issues for discussion

Quite a bit of behind-the-scenes work went into the March visit this year and its follow-up. This left us both feeling a little overwhelmed, but the contacts that have been established are, we hope, now sustainable on a smaller scale without organised group visits by the LD SIG.

As we look to 2015, Tohoku Outreach seems to be becoming less a question of organizing group visits and group write-ups, and more a question of creating different online platforms and multimedia interactions about Tohoku, and with people in Tohoku, based on the contacts that have now been established in the Rikuzentakata and Kesenuma areas.

The LD SIG's Tohoku Outreach is, it seems, becoming more a question of identifying and evolving smaller scale interactions that pairs and trios can run with and develop over time without having to make a hard and fast commitment to a particular visit on a specific weekend. The large-group experience was important this year and last year, but it does not appear to be sustainable in practice, so a change to smaller, devolved mini-projects and interactions would be a healthy next-stage development.

This is what we both feel is important for further discussion as we look to 2015, as we step down as Tohoku Outreach co-coordinators. From that discussion it should become clear whether there is a need for new Tohoku Outreach co-coordinators, and how Tohoku Outreach can be dovetailed (or not, depending on what the consensus is) with NGO Outreach and other LD SIG activities too.

10C For approval by AGM

a) Caroline Kocel-Ross and Colin Rundle as Outreach team members

b) _____ as members/shadows for the Outreach team

11. TRANSLATION TEAM

The LD SIG relies heavily on a team of bilingual members who provide translations and editing of Japanese text, in particular for *Learning Learning* and *Publicity*.

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In the past year, we have been indebted to Sayuri Hasegawa and Mayumi Takizawa for their work on Publicity, and to Chika Hayashi for coordinating all the translation work for *Learning Learning*.

We are always in need of people who are able to help out with translation, based on the principle of “many hands make light work”. Please help out if you can.

12. LOCAL GET-TOGETHERS

KANSAI – Brandon Kramer

What we did

* We met once on January 31st at a restaurant in Umeda with about 8 people.

Difficulties

* Not much luck in organizing events over the past year.

Goals

* Find a new Kansai Get-Together Chair

* Think of and organize some events for the upcoming year (New Years party?)

HIROSHIMA – Jim Ronald

Hiroshima's LD Get-togethers in theory meet every month, and typically there are half a dozen of us.

1. Achievements/Activities of the Hiroshima get-togethers this year

The Hiroshima LD get-togethers have continued to meet, usually every month, although there was an extended summer break. And we continue to benefit in many different ways – as a learning community, as a networking community, as a supportive professional community. Although we are usually a small group, many of the regular/occasional joiners are also active in the Hiroshima JALT chapter, so our influence may well be greater than our numbers. For example, Kris Sullivan and Paul Collett gave a well-attended talk at the chapter meeting on self-regulation in the context of foreign language learning.

2. Goals for the coming year

To have a co-coordinator, and to work together on reinvigorating the get-togethers, maybe to have more of an online presence – for promotion and discussion. And to keep meeting.

3. Get-together coordinators to be approved at the AGM

I've just asked, again, if anyone will join me in coordinating the Hiroshima get-together's activities. I'd like to think I'll have a name to give to you very soon!

4. Any issues for discussion

How to keep a small group going!

TOKYO – Andy Barfield, Ken Ikeda, Stacey Vye

At the time of writing in early October, we've had six get-togethers in 2014 until now, with one more to come in December, which will feature the *Creating Community: Learning Together* informal conference (URL <http://ld-sig.org/blog/creating-community-learning-together/>), a relaxing Sunday afternoon event with students and teachers taking part and presenting. This provides a new focus to

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the end of the year for Tokyo get-togethers, and we're all excited to see how things will go in December. (Our thanks to Rob Moreau, too, for designing the eye-catching logo, and to Fumiko Murase for joining us in helping to co-organize the conference.)

The 2014 get-togethers have been collaboratively written up using Google Docs each time, where all the participants have been invited to contribute to the write-up in the week immediately after a get-together. For more details, please see <http://tokyogettogethers.blogspot.jp/>

This year, we've had an average of around 15 people taking part each time (January, February, April, May, June, & September), with September the largest gathering yet:

- * January: 13 participants (9 apologies)
- * February: 14 participants (7 apologies)
- * April: 14 participants (15 apologies)
- * May: 17 participants (9 apologies)
- * June: 15 participants (11 apologies)
- * September: 19 participants (6 apologies).

One point that has been really intriguing about participation this year is that 38 different people took part in the get-togethers from January through to September. Of these, just a little more than half have participated in one or two get-togethers in 2014, and just under half have taken part in three get-togethers or more so far:

- * 1 person has taken part six times
- * 2 people have taken part five times
- * 3 people have taken part four times
- * 10 people have taken part three times
- * 9 people have taken part twice
- * 13 people have taken part once.

So, the get-togethers this year have had a shifting sense of identity from one month to the next. This has led us to consider how to create better continuity and involvement from one get-together to another, because without this it's difficult to explore issues in depth together over time.

At the September get-together, we reported back to the whole group on the patterns of participation in the get-togethers this year. We briefly talked about reducing the number of get-togethers for 2015 and trying to synchronize more with the rhythm of the school year. That might mean, for example, holding get-togethers in April, May, June, September or October (depending on when the JALT conference takes place), with an informal afternoon conference in December 2015, to provide a space for teachers and students to share their work and research publicly at the end of the calendar year.

These changes for 2015 are still just a suggestion at this point. To encourage more discussion and get further feedback, we hope to run these ideas past Tokyo area LD members once the October 19 deadline for proposals for *Creating Community: Learning Together* has passed. We are looking forward to hearing SIG members' views and to reporting in further detail for the LD SIG AGM at JALT2014.

In terms of co-coordination, Stacey feels that she would like to have a shadow and gradually step back from a coordinating role, for family reasons, but is happy to participate in get-togethers next year. Andy and Ken are happy to continue coordinating and developing the Tokyo get-togethers further. They would be very grateful too if other people could join the coordination team for 2015.

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Please feel free to contact us: Andy <barfield.andy@gmail.com>, Ken <kodanuki@gmail.com>, and Stacey <stacey.vye@gmail.com>. Many thanks in advance.

12B For approval by AGM

Coordinators for local get-togethers:

Kansai: _____?

Hiroshima: Jim Ronald & Ariel Sorenson

Tokyo: Andy Barfield, Ken Ikeda, & Agnes Patko (supported by Stacey Vye)

13. MEMBERS-AT-LARGE

Current Members-at-Large: Bill Mboutsiadis, Dexter Da Silver, Ellen Head, Jackie Suginaga, Kayo Ozawa, Martha Robertson, Stacey Vye

13 For approval

13(a) Approve the following as Members-at-Large for 2014-2015: Bill Mboutsiadis, Dexter Da Silva, Jackie Suginaga, Martha Robinson, Gretchen Clark, Mike Nix, Sayuri Hasegawa, Matt Coomber

14. Any other issues or questions arising ...