

## 2021 Learner Development SIG Committee Review

for

### The Learner Development SIG AGM Saturday Time (TBA), Zoom

The SIG's annual general meeting is a valuable occasion for SIG members and officers to review together the SIG's activities in 2021, make plans for the coming 12 months, and raise questions for discussion that members of the Learner Development community have. Please come along and take part in planning LD grants, activities, events, and publications for 2022.

#### Zoom link: TBA

Click here for [the 2020 LD SIG committee review](#) and here for [the minutes from the 2019 LD SIG AGM](#). And if you would like to read reports from 2011 to 2020, you can find them [here](#).

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## **1. Co-coordinators** - Koki Tomita & Dunn Fukawa Tetsuko

(Submitted by Dunn Fukawa Tetsuko & Koki Tomita)

### **What your goals were in 2021**

Finding and making smooth transition of the position to new co-coordinators

### **What you / your team did in 2021**

Bridged communication between the JCO, BoD, and the LD SIG

Organized officers meeting two times

LD SIG website has been migrated to the database that the JALT is hosting

### **Something that was satisfying**

1. Completing the tenure
2. Having worked with many officers over the years. The past four years have been very blessing.

### **Something that was challenging**

1. Finding successors

### **What you would like to do in 2022**

1. Handing over my role to Tim and taking a break

### **Envisaged expenditures for 2022**

1. N/A

## **2. Treasury Team** - Patrick Kiernan

(submitted by Patrick Kiernan)

### **What your goals were in 2021**

To keep the SIG afloat and get reports in on time.

### **What you / your team did in 2021**

It has been a pretty quiet year on the financial transactions front.

### **Something that was satisfying**

Perhaps more relief than satisfaction that despite budget cuts the SIG's finances remain healthy.

### **Something that was challenging**

Still haven't managed to make a payment for Internet expenses.

### **What you would like to do in 2022**

I'd like to be able to support other officers in making good use of the SIG's finances

### **Envisaged expenditures for 2022**

To be discussed at the AGM

N/A

### **Late MAS Reports**

In the last 10 months how many MAS reports were submitted late (after the 10th day of the following month)?

→ ( times)

**Not sure. Maybe once?**

**Reminder from Treasury Liaison**

How many reminder emails did you get from the Treasury Liaison officer?

→ ( times)None. I think the latest would have been a day late.

**Reminders from JCO**

How many reminder emails did you get from JCO for late submissions or for more information?

→ ( times)none They don't ask for much anyway.

**3. Membership Team - Andy Barfield (submitted by Andy Barfield )**

**What your goals were in 2021**

1. In early January work through a backlog of expired memberships in the last 4 months of 2020 and encourage people to renew
2. Each month send membership reminders 1 month and 2 months ahead of expiry dates
3. Each month send welcome messages to new members of the SIG
4. In the emails to SIG members, encourage current and new members of the SIG to take part in LD in different ways
5. Provide a monthly membership update to the LD committee list
6. Each month keep Hugh updated about membership changes for LD News

**What you / your team did in 2021**

Goals 1-6 above were mostly achieved, but sending membership reminders was a little daunting at times because of the high numbers of emails involved (all messages sent individually, rather than in automated batches).

**Monthly LD SIG new members (best estimates)**

Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct
4	2	7	5	6	5	2	4	3	3	0

**Monthly LD SIG totals: December 2020 to October 2021 (best estimates)**

Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct
165	163	166	175	171	174	166	166	169	178	174

**Something that was satisfying**

1. It's great to know there have been over 40 new members of the SIG in 2021 so far. Wow! But that also means around 30 members or so have left the SIG (but we usually don't know why). How can the SIG reach out to new members and encourage their participation?
2. JALT changed its membership recording system earlier in the year. Before this change, the membership chair got a monthly Excel file from JALT Central Office with the most recent membership list. Since the change, it is now possible to download from the JALT website at any point in the month a list of current and expired members of the SIG. This new system has gone through a number of changes and now works well. It's been a very useful change, so many thanks to the people who have made this possible.
3. Becoming more organised at doing the monthly membership check and emailing SIG members, so that it now takes 2 to 3 hours a month at most.
4. Getting email replies from different SIG members.
5. Hearing from different (chapter and SIG) membership chairs about what they do.

**Something that was challenging**

1. Finding time at busy points in the semester (for example late June /July) to check the monthly membership lists and send emails.

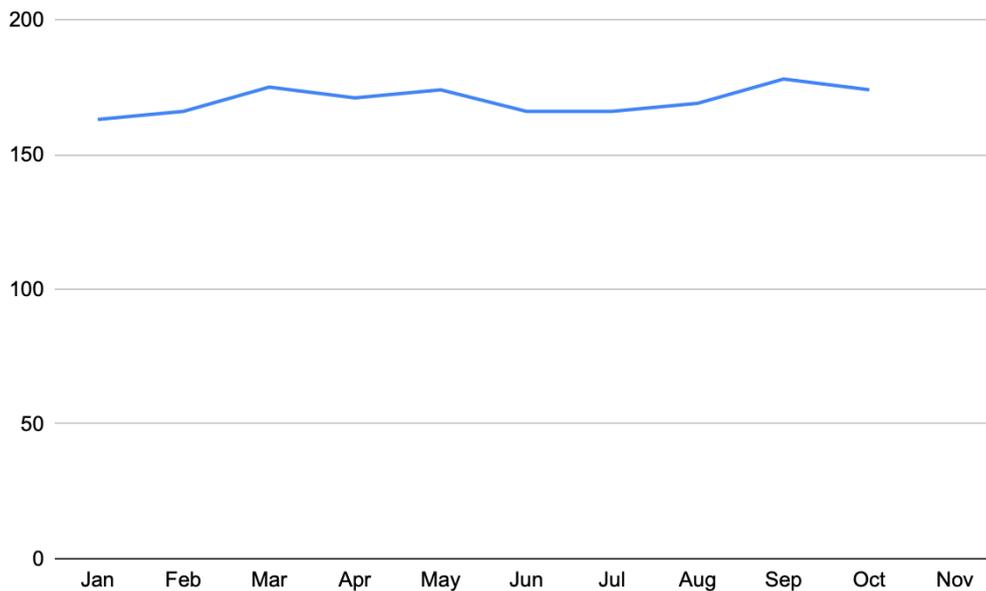
**What you would like to do in 2022**

1. Continue, and hopefully 1 or 2 people will join the membership team so we can work together and share ideas and questions etc.
2. Be more consistent with emailing LD members who renew.

**Envisaged expenditures for 2022**

N/A

**Number of members**



**4. Grants Team** - Masayo Kanno, Kio Iwai, & Sami Yoshimuta

(submitted by Sami Yoshimuta)

**What your goals were in 2021**

Our goals in 2021 include

- to advertise the grants via the SIG homepage, mailing list, membership letters and the SIG News & Events mailout
- to fairly judge the applications
- to communicate the results to the parties concerned and via the SIG mailing list
- to get more applications

**What you / your team did in 2021**

- A. We continued to use the application template renewed last year. It focuses on the three criteria and makes clear the total number of words for one application form.
- B. The grants were advertised via the SIG homepage (<http://ld-sig.org/grants/>), mailing list, membership letters and the SIG News & Events mailout, and the results were communicated to SIG members via the mailing list.

C. We postponed the final deadline to the third week of May, and the following 2021 grant was offered/awarded:

-Project Grant 40,000 yen to one recipient, Ms. Aya Hayasaki.

Congratulations! We look forward to reading Aya's essay/report focusing on the learner development interests in an upcoming issue of *Learning Learning*.

D. Unfortunately, we did not have any applicants for the other grant categories.

#### **Something that was satisfying**

A. The clearer template helped the applicants to complete and the team to judge smoothly and efficiently.

B. A budget cut was expected for the grants in AY 2021; however, the team was not severely affected, which was a relief.

#### **Something that was challenging**

A. The number of applicants for grants from LD members was still limited in 2021. This has continued from last year partly because of Covid-19; however, we need to think about how we can work with the Publicity team to gain more applicants. There was only one applicant for Project Grant.

B. Due to the unforeseen COVID circumstances, there was no applicant for Conference Participation grant, which used to get the most applications.

C. Timeline may be adjusted next year since the team's delay may have caused confusion.

#### **What you would like to do in 2022**

A. As in the previous year, we may have to be ready for two conference settings: face-to-face and/or online. In case of an online conference, we would like to talk with the recipient of the conference grant and might consider modifying the amount of the grant depending on the recipient's preference.

B. We will continue to advertise the grants, not only among current members but among potential members, as the grants are definitely one way to attract new members, who would like to network or start participation in an academic community. Also, we will publicize the benefits of Research and Project grants in that they will give applicants an opportunity to publish their research findings. This will require cooperation with Membership, Publicity and other teams.

C. It is also important to keep cooperating with the Editorial Team to help the recipients to contribute to Learning Learning smoothly.

#### **Envisaged expenditures for 2022**

N/A

### **5. Programmes Team - Blair Barr**

(submitted by Blair Barr)

#### **What your goals were in 2021**

Coming into the year was like no other. I just had to be prepared for changes to the format due to the developing COVID situation.

#### **What you / your team did in 2021**

Set up 3 forums for JALT Conferences: PanSIG, JALTCALL, and the main conference.

Ellen took a lot more control of publicity this year, so it allowed me to focus on collecting abstracts, setting up agendas, and communicating with presenters.

### **Something that was satisfying**

I managed, with the help of other committee members (especially Ellen Head and Koki Tomita), to get the call for forums prepared and edited early.

### **Something that was challenging**

Keeping people updated on the JALT conference. There is a long period of time between submitting abstracts and the November conference. Also, there few updates from organizers. Some presenters forgot the theme of the forum, and even their own presentation.

Secondly, forum organizers were a challenge to contact. It was often not clear who you should contact. For PanSIG, they often sent messages to SIG coordinators rather than to the programs team. JALTCALL contacted me directly, so I will be sure to let them know of changing team members.

Also, the transition and the changes to Edzil.la meant that the registration process changed dramatically for every event. Many presenters were confused, and often did not register until late. This led to a flood of emails.

### **What you would like to do in 2022**

I will step down from programs, but I will assist anyone willing to step up to the role. I will also share Google Forms and other documents for reference.

### **Envisaged expenditures for 2022**

Depending on the location of the event, we typically request poster boards or whiteboards for the forums. Sometimes these are free, but some venues charge an unexpectedly high fee.

THE QUESTIONS BELOW APPLY TO MORE THAN JUST THE PROGRAMS TEAM

### **Half-day Events**

NA

### **Full-day Events**

NA

### **Multiple presenter Events**

Events calendar

### **Biggest Event**

### **Attendance**

## **6. Publicity Team (Ellen Head) & Illustrator - Rob Moreau**

(submitted by Ellen Head )

### **What your goals were in 2021**

Keeping members informed about get-togethers and forums. Trying to gather several news items together so that we email members at fixed times near the beginning, middle and end of the month rather than randomly.

### **What you / your team did in 2021**

I (Ellen) made .jpg fliers for the LD SIG forum at the Pan SIG conference and CALL conference and posted ads to Facebook for the get-togethers and also made fliers for a one-off presentation by Jenny Morgan which we held in conjunction with

Hiroshima JALT. I did not manage to do monthly newsletters due to lack of communication but did occasionally do some combined emails.

### Something that was satisfying

I think there were fewer times when members would have received several LD emails on successive days, than last year. Facebook announcements are seen by a large number of people. There are over 600 followers and the number has grown. Within about four days an ad on LD SIG facebook is seen by 100-150 people.

### Something that was challenging

Making sure that the information from various different people was correct.

I have been a real slob about inputting things on the JALT events calendar. Often it is due to the communication between me and other people who are organizing the events.

### What you would like to do in 2022

I'd like to see a successful CCLT7 in 2022.

### Envisaged expenditures for 2022

N/A

Please check the ways in which your group sends out publicity. Check as many boxes as are appropriate. To, mark off the checklist, please check the following link.

<https://1.bp.blogspot.com/-6-0iQUzgfgs/V2Clw5Jm3WI/AAAAAAAAVIM/PBPnNr7a13oJW7lsbLogROVnymgvS0xJgCLcB/s1600/changecheck.gif>

- flyers or handouts
- Facebook Page
- Facebook Group
- JALT events calendar
- ELT calendar <http://www.elcalendar.com/>
- podcast
- Twitter
- blog
- Non-JALT publications, for example advertising in newspapers (give details below)

### Number of Communications

How many different communications did you send to your members and followers in the last year? If you send the same message over different media, please just count that as one communication. (An approximate answer is OK.)

Loads of facebook communications. 15 to 20.

## 7. Publications Team

(submitted by James Underwood)

### Number of Peer-reviewed Publications

### Number of Officer-reviewed Publications

## Other Publications

**8. Learning Learning Editorial Team** - Andy Barfield, Ken Ikeda, Lorna Asami, Yoshio Nakai, Hugh Nicoll, Koki Tomita, Kento Nakachi, Mike Kuziw & James Underwood  
(submitted by Lorna Asami)

### What your goals were in 2021

To produce 2 issues of the 28th volume

### What you / your team did in 2021

We could publish the 1st issue on March 24th, 2021.

### Something that was satisfying

1. Being able to help members publish for the first time was satisfying.
2. Getting to know our members through their articles was rewarding.
3. Seeing people share things that worked in their classrooms was gratifying.

### Something that was challenging

1. Trying to publish 28.2 with only a few editors.

### What you would like to do in 2022

Finding a few more editors to join us and spread the work around would be wonderful.

### Envisaged expenditures for 2022

N/A

**9. Learner Development Journal Steering Group** - Tim Ashwell, Dominic Edsall, & Tanya McCarthy  
(submitted by Tim Ashwell)

### What your goals were in 2021

We wanted to help LDJ5 reach completion, LDJ6 make progress, and LDJ7 get off the ground.

### What you / your team did in 2021

Alison Stewart stepped down from the Steering Group and Tanya McCarthy stepped in so Dominic, Tanya and I were working out our different roles and responsibilities. I continued to be the liaison person for LDJ5, Dominic for LDJ6, and Tanya has become the liaison for LDJ7. Tanya put out a Call for Themes & Editors for LDJ7 on May 29th. Ellen Head, Aya Hayasaki and Ryo Moriya have stepped forward as editors and they are currently formulating a Call for Proposals.

### Something that was satisfying

It was good to make a presentation at AILA in August with former members of the LDJ Steering Group, Andy and Alison, in which we discussed the Journal concept, its evolution over the last 6 years, and the many 'knots' we identified through questionnaires, interviews, and correspondence with LDJ contributors over the last year. We have written up the presentation and it will appear as an article in Learning Learning soon.

### Something that was challenging

We have been lucky this year. The editorial teams have been exceptionally well-organized and autonomous and have largely left the Steering Group alone. LDJ7 has needed more support in its infancy, but as the Call for Proposals is about to emerge, it should be plainer sailing for this group of editors from now on.

### **What you would like to do in 2022**

We would like to encourage editors to continue to be ambitious and to view the process of creating a Journal issue as an opportunity for collaborative continuing professional development. We hope that shared exploration and discussion are as much part of the project as are writing and revision.

### **Envisaged expenditures for 2022**

N/A

## **10. Learner Development Journal**

**Issue 5** - Andy Barfield, Oana Cusen, Yuri Imamura, & Riitta Kelly  
(submitted by Andy)

### **What your goals were in 2021**

Complete LDJ5 and see it published in October ahead of JALT2021: We probably won't see publication of LDJ5 *before* JALT2021, but everything should be finalised quite soon so that LDJ5 can be published shortly after the conference. Our thanks go to Malcolm Swanson for formatting texts in this final stage, and to Dominic Edsall for webmastering the publication of LDJ5 on the LDJ website.

### **What you / your team did in 2021**

We have provided both written and video-recorded feedback to the author(s) of each piece, had many discussions with authors, and got everything ready for publication. At the time of writing we have had about 15 editors' Zoom meetings since the PanSIG conference in May when several LDJ5 contributors took part in the Learner Development SIG forum. We have also had extremely helpful support from the Journal Steering Group at appropriate times. A big thank you to Dominic, Tanya, and Tim. Last but not least, we'd like to thank Haruka Ubukata for her great work in helping with Japanese language editing.

### **Something that was satisfying**

Seeing authors develop their writing over different drafts, and discussing their writing with them and among ourselves. It has definitely not been a linear process, but rather a shared learning experience with many questions and puzzles. We have enjoyed working and learning together in this project. We would like to thank each and every contributor for all their hard work and commitment.

### **Something that was challenging**

LDJ5 features 7 narrative accounts (most 7,000 to 8,000 words) and 6 practice-related reviews (between 2,500 and 5,000 words), a commentary, and an introduction, so the whole issue is more or less equivalent to a book in length. With our different schedules and commitments it has taken us around three months to check, proofread, and discuss everything in the final stages. The finalisation of texts has been challenging (and also ultimately satisfying) in that we have discussed and agreed together every change that has been made.

### **What you would like to do in 2022**

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### **Envisaged expenditures for 2022**

N/A

**Issue 6** - Isra Wongsarnpigoon, Dominique Vola Ambinintsoa, Phillip A. Bennett, André A. Parsons, and  
Stuart D. Warrington  
(submitted by Isra)

### **What your goals were in 2021**

Our goals:

- Assemble a compelling group of papers by authors who we were excited to work with
- Support the writers by giving them feedback all along the writing process
- Give them opportunities for peer collaboration by giving one another feedback in small communities
- For the authors to have their first full working drafts finished by October, so that they get reviewed by the end of November
- Coordinate with LD Journal Review Network members to facilitate the review process
- Return feedback from reviewers to authors by mid-December so that they can work on their drafts over the winter break and the beginning of the spring break.

### **What you / your team did in 2021**

- We reviewed proposals and organized the accepted papers into three collaborative groups, to make it manageable for writers to give each other feedback.
- We (and sometimes the writers) organized meetings, in which we and the group members discussed each of their papers—struggles, questions, things they felt positive about
- Each of us on the editorial team also gave feedback on each paper, emphasizing the importance of the writers' voices. Editorial team members also facilitated discussions between the two authors who are writing practice-based book reviews, encouraging them to share their impressions and give feedback on each other's papers.
- We held occasional editorial team meetings to discuss each stage of the journal publication process and update each other on what was happening in the three groups.
- After reconfirming the availability of Review Network members who had previously expressed their interest in reviewing papers, we assigned papers to available reviewers. We considered reviewers' interests in the process; when possible, we tried to pair reviewers with an author writing about a topic/theme that was relevant to their interests so that the feedback to the author would be as fruitful as possible and, ideally, enjoyable to the reviewer.

### **Something that was satisfying**

The authors seem to enjoy the meetings and communicating with each other.

Some are especially active in seeking feedback from their other group members and also engaging with others' papers.

It was gratifying to have a large number of reviewers who were enthusiastic about participating in the review process, despite their busy schedules. This helped us realize the sense of community in the LD SIG and the commitment that members have to it.

### **Something that was challenging**

From each collaborative group:

- At the beginning (until about 2 and a half months after the initial acceptance of papers), everyone in one of the groups ("blue group") was very enthusiastic about their respective papers and projects. The writers initiated a couple of meetings, as they wanted to discuss their papers and have feedback from the editors. They also organized meetings among themselves without the editors. Later, due to some issues (personal/family issues or complications related to the state of emergency), that enthusiasm faded away, and it became harder to get replies to our emails.  
While we understand that we cannot push them (it is very difficult to focus on a paper when there are urgent concerns in your everyday life), we on the editorial team are also concerned about how that might impact the quality of the papers or the publication timeline.
- While everyone in the second group of long papers ("yellow group") was supportive and made efforts to offer feedback, question, and discuss each other's papers—and while we are sure that

much was learned from the interaction—it felt at times that because the topics and research experiences were so different among the members, it was challenging to go deeper into each paper. I am not sure if this would be possible for future publications, but one way that might help alleviate this issue is to have potential authors engage in collaborative research with 2 - 3 people per paper.

- In the reviews group, one author is a recent college graduate, and the other is an experienced university lecturer/researcher. As such, the power dynamics and experience differential between them, at times, thwarts deeper discussion or critiques.

Due to everyone's busy schedules, made even busier due to the uncertain circumstances, it was difficult to coordinate times for meetings or even to get timely responses from all parties involved.

While the amount of support offered by the reviewers was definitely a positive, it was also a challenge to match reviewers and authors. As we wanted the experience to be enjoyable and productive for all, we took care to find good matches rather than making random assignments. Because they had graciously agreed to contribute, we also tried to make sure every reviewer had a paper to work on, but due to the number of papers, that meant that we were not able to fulfill some reviewers' desires to review 2 papers.

### **What you would like to do in 2022**

For the rest of 2021, we are waiting for the reviewers' feedback.

In 2022, we will wait for full revised drafts, due after the end of second semester (in mid-February, after the end of semester for most Japanese universities). During the spring break, we will give feedback on these drafts, along with members of the steering group. After all feedback has been provided, we will work with the authors to finalize all papers by April or May.

We also need to arrange for a key contributor to the issue (the editorial team has discussed some possible candidates).

We will also write an introduction to the issue, and then coordinate with the Steering Group for publication of the final issue.

### **Envisaged expenditures for 2021**

N/A

### **Issue 7 -**

(submitted by Ellen Head )

### **What your goals were in 2021**

Assembling a team and sending out a call for papers for LDJ7.

### **What you / your team did in 2021**

We - Ellen Head, Aya Hayasaki and Ryo Moriya - have put forward a proposal for LDJ7 theme. The proposed theme is "Challenging the Conventions of Research in Learner Development". Takaaki Morita has joined the team as a shadow editor and potential contributor. After two lively meetings to work on the call for papers, we met with the steering group and received guidance on how to write a good proposal and work with contributors.

### **Something that was satisfying**

Meeting on zoom to discuss our theme.

### **Something that was challenging**

Finding time to meet!

### **What you would like to do in 2022**

We hope to meet with members of the steering group before finalizing our call for papers. We are all somewhat new to the task and would welcome the addition of another team member who has experience in managing editorial correspondence, editing or proofreading. Please contact one of us if you are interested. We hope to put out our call for papers at the beginning of November 2021.

**Envisaged expenditures for 2022**

N/A

**11. Web Maintenance Team** - Hugh Nicoll & Dominic Edsall (main LD website & LD Journal website)

(submitted by) Hugh (brief response 22.x.21)

**What your goals were in 2021**

My primary goal was to move the ld-sig site from my server to the jalt.org server. That has/had been a goal for a couple of years now, but various technical difficulties beyond both my and Paul Collet's control meant that it took longer than expected. All sorted now.

**What you / your team did in 2021**

Will speak only for myself here -- maintaining the web site and administering the SIG's mailing lists is/has been my primary responsibility for many years now (27/28??). Still working.

**Something that was satisfying**

Doing the work.

**Something that was challenging**

Doing the work.

**What you would like to do in 2021**

2022? -- Actually time for this boy to step down.

**Envisaged expenditures for 2022**

Renewing the domain name -- will double check on the price: roughly 5,000 yen for 2 to 3 year registration.

**12. Tokyo Get-Togethers** - James Underwood, Ken Ikeda & Ian Hurrell  
(Ian Hurrell)

● **What your goals were in 2021**

Our goals for 2021 were to hold at least 7 online get-togethers and to try and expand interest of the membership to join the get-togethers. We met on Sunday afternoons for 2.5 hours, discussed teaching and learner development concerns, in the main room and breakout rooms.

● **What you / your team did in 2021**

6 out of the 7 planned meetings were held in February, March, July, September, October, also one is planned to be held in December. To expand interest in the get-togethers, we utilized Google Forms so that participants could sign up for the Zoom meetings more easily and we also asked participants to outline the topic they wanted to talk about so that we could have more meaningful discussions in the meeting. The results of the discussions were summarized in a report and published on the SIG's website when we had enough members to generate one.

- **Something that was satisfying**

It was satisfying that we could have 6 out of the 7 planned meetings this year. Also asking the participants to briefly outline the topics that they wanted to talk about led to meaningful discussions that were summarized in a report when we had enough participants to generate one.

We had a number of new participants join the get-togethers this year. It was particularly interesting to have Joseph Shaules, the key-note speaker at CCLT 6, join a meeting where he shared his research and a copy of his book with the other participants. Another highlight was when a number of academics from the University of Hyderabad in India joined a meeting. It was fascinating for all the participants to share our various perspectives on learner development from different cultural backgrounds. This was only possible because the meetings were held online. In addition, it was satisfying to see a few new folks come to the meetings regularly, namely Tim Cleminson and his myriad contributions.

- **Something that was challenging**

As in previous years, and despite our best efforts, it has been a struggle to get members to join the meetings. Even though the meetings were all held online, where members from all over the country and beyond could join, it was often a challenge to get more than 4 or 5 members to join the meetings. In fact, the April Get-together had to be canceled as only 1 member signed up.

- **What you would like to do in 2022**

**(Ian)** It has been an honor to be involved with organizing the get-togethers for the last three years. However, I would like to take a step back from organising duties so that I can focus on finding a new job. I will still be joining the get-togethers as a participant and I hope that they will be successful in 2022. To this end, I strongly hope that more of the officers could join the meetings regularly next year. If more of the officers could join regularly, it would help to make the meetings more active and may encourage more of the regular members to join the get-togethers too.

**(Ken)** I hope we continue these get-togethers on a periodical basis (8 meetings might be a lot, but I think our members welcome the frequent interaction). I will explore if we can have these meetings both online through Zoom and face-to-face (the latter type of interaction perhaps at Otsuma in Tokyo). I hope we can help host an year-ending interactive conference with students and teachers, from which the CCLTs have emerged.

- **Envisaged expenditures for 2022**

**(Ken)** Zero or N/A? In previous years, we used to rent a room at Otsuma, but in recent years prior to the covid-19 pandemic, we met in Ken's departmental meeting room which costs us nothing. As for online meeting, long as Zoom allows institutional accounts to remain free, this costs us nothing.

### **13. Committee Members at Large** -Lee Arnold, Mathew Coomber, Dexter Da Silva, Oana Cusen, Bill Mboutsiadis, & Mike Nix

*Please feel free to make any observations or comments about how the committee has been doing this last year, and/or share recommendations or questions for the coming year.*

Lee -

Dexter -

Mike -

**Matthew -**

**Oana -**

**Bill -**