

2023 Learner Development SIG Committee Review

The LD SIG AGM which will be held in two parts, and all members are welcome to join.

**Part 1: Looking Forward to 2024: (Face to Face) Saturday, November 25th,
Room 200, 18:30-19:00**

Part 2: Consolidation (online)

Wednesday, November 29th, 8:30-9:30pm on Zoom:

<https://us06web.zoom.us/j/85419295446?pwd=YkVMRzVxbIVRRzBsNEZvM2JjcDBJdz09> (password Embedded)

We welcome all LD members to the Annual General Meeting. During the meeting, we will review the SIG's activities over the last year and talk about how to move the SIG forward in 2024! Come along and lend your voice to the LD debate. We'd love to hear your thoughts. You can find out about the personal and professional benefits of getting more involved by joining the LD team! Our door is always open! Please come along and take part in planning LD grants, activities, events, and publications for 2024.

Click here for the [2022 LD SIG committee review](#) and here for [the minutes from the 2021 LD SIG AGM](#). And if you would like to read reports from 2011 to 2021, you can find them [here](#).

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1. (Co)-coordinators - James Underwood

(Submitted by James Underwood)

What were your goals in 2023

My ultimate goal for 2023 was to learn more about the coordinator role to help the SIG out as best I could.

The second goal was to bring the committee together on Basecamp to improve communication between various groups. This move worked for *Learning Learning* and the Get-together teams, but I am unsure how well it worked for others, so I would be interested in finding this out. To make it work, regular communication on Basecamp and one or two Zoom meetings throughout the year are needed—something I did not do due to being heavily involved in LD30.

The third goal was to hold the LD30 conference and build on the momentum of the previous years' CCLTs.

In hindsight, I should have just focused on the first goal, bringing everyone together, and then organised the conference a year later.

What you / your team did in 2023:

I attended two EBM's, one in Tsukuba and one in Okayama. I also helped to organize some of the online Get-togethers and worked in a team to organize the LD30 conference.

Something that was satisfying

Working on the LD30 conference with Andy, Ken, Nicholas, Patrick and Rob was satisfying. And also with Ken and Tim on the online Get-togethers.

Something that was challenging:

It was challenging to organize the conference relatively quickly and balance the time needed with various work and family commitments. Working part-time with quite a gruelling schedule meant little room for manoeuvre. Also, due to poor delegation on my part, I was taking on multiple roles on the organisational team, which ultimately led to burnout and unnecessary mistakes.

One of my biggest mistakes was moving away from the things that worked: LD-Sig news and relying solely on MailChimp to promote LD30. Despite collecting analytics on the number of mail opened (and links clicked), it was not working as expected due to being run from ld@jalt.org. Unfortunately, what I later found out from the Jalt Webmaster, Paul Collet, who manages all the JALT Google accounts, was that due to Mailchimp not being authorised on the admin side of the account (controlled by Paul), some of the mail may have ended up going straight to junk inboxes. Although it has since been fixed, it should be handed over to the publicity team, and we, as a committee, decide whether to continue using it or go back to ldsig-news.

What you would like to do in 2024

Based on what happened this year, I need to scale down the number of responsibilities and goals I have. With my current workload and family commitments, which will be the same next year, I can only see this working if someone comes on as co-coordinator to share the load. This would make it more sustainable; then, after another year, when I step down, someone can take over.

Envisaged expenditures for 2024

2. Treasury Team - Patrick Kiernan

(submitted by Patrick)

What your goals were in 2023

One goal for 2023 was to improve the dwindling SIG finances. At the AGM, we discussed applying for a Development Fund Grant. A second goal that emerged was to fund the LD30 event. It turned out that these two goals became intertwined as the application for the Development Fund ended up being to finance the conference. The immediate financial stability of the SIG became inseparable from the financial success of the event.

What you / your team did in 2023

Besides the grant awards, the main focus was on the conference finances which put the SIGs finances onto a much larger scale than anything I have experienced to date as LD-SIG Treasurer.

Something that was satisfying

Getting the Development Grant! Although, we ultimately had many generous funding sources including the venue host Gakushuin, KUIS who paid for Phil's plane ticket, Phil himself in waiving the speaker fee, and our co-event hosts the TD-SIG and GALE-SIG, the grant was an important financial contribution and morale boost! Getting the grant was not as easy as it was made to sound at first, apparently because the amount we requested was considered unreasonably high. All in all, things went smoothly with the conference finances and we are in a better financial situation than last year, as a result.

Something that was challenging

Applying for the development grant. Managing the LD30 budget (though mainly through James), and keeping on top of ticketing receipts and event payments.

What you would like to do in 2024

Support the SIGs activities by keeping on top of the financial paperwork.

Envisaged expenditures for 2024

I'm not sure yet but something for discussion at the AGM.

3. Membership Team - Emily Choong

(submitted by Emily Choong)

What your goals were in 2023

I did not have any particular goals other than to rethink the workload of the Membership Chair for the SIG. Another thing I wanted to do was to create a more secure recordkeeping system for the members to ensure their privacy is protected.

What you / your team did in 2023

The membership records were downloaded from the JALT website and updated. After checking the list, new members are added to the Id-news mailing list and a new form is uploaded to Google Drive for ld-membership@jalt.org for recordkeeping.

As for maintaining the privacy of members, I try to keep the communications with my current records internal and secure with the SIG coordinator.

Something that was satisfying

This is my first year being a part of the LD SIG committee. I appreciate the warm welcome and the enthusiasm of the community. This is nothing related to membership but I thought it was lovely getting to know everyone in the get-together sessions. I don't think I worked as hard as my predecessor but I am happy that the committee allowed me to go at my own pace.

Something that was challenging

Wearing many hats in JALT was challenging in itself. I was hoping to have a team to work with and delegate the tasks but that did not happen, unfortunately. It was mostly my fault for not taking the initiative and doing many things by myself.

What you would like to do in 2024

I would like to find a co-chair to work with—particularly someone who is willing to eventually take on this role in the near future as I anticipate a busy year for me with JALT 2024 in Shizuoka.

Envisaged expenditures for 2024

None at this time.

4. Programmes Team - Amelia Yarwood (PanSIG / JALT National LD Forum)

What your goals were in 2023

My goals centred on building and maintaining ties within the LD community. I wanted to do this for myself and for those who were still finding their feet amongst the literature, research methodologies and presentation formats.

To achieve this goal, I planned to communicate regularly with the team, organise online exchanges (e.g., Padlet, Zoom) and actively engage with people during LD forums.

What you / your team did in 2023

Organised the LD-SIG forum for PanSIG and JALT National. For PanSIG, a Padlet and Zoom session were used for the exchange of ideas and support. For JALT, a Zoom session was used. Reports on each forum were written for *Learning Learning*.

Something that was satisfying

Watching positive interactions between presenters take place in online settings. Likewise, it was satisfying to watch people interact during the PanSIG forum (even though I was joining via Zoom).

Something that was challenging

Family medical issues brought me back to Australia in early 2023. Between moving, family, finding work, study and other commitments, I experienced burnout. My motivation during the organisation of PanSIG held, but the opposite was true for JALT.

I appreciate all the help I received from other members of the LD SIG Committee.

A co-coordinator would have helped keep my motivation for the organisational side of things.

What you would like to do in 2024

Personally, I would like to regain my energy and thus my motivation. As an LD-SIG member, I will be stepping down as Programmes coordinator and opting for lighter forms of participation such as submitting articles for *Learning Learning*.

Envisaged expenditures for 2024

N/A

JALT 2023 LD Forum

Group Review

PanSIG LD Forum

5. Publicity Team - Eileen Yapp & Rob Moreau

What your goals were in 2023

One goal was to create a survey of the members of the LD-SIG to get a better understanding of who the members are and how they like to receive information about the SIG etc. The publicity team also wanted to find out from Bill Pellowe how to spread information through the JALT news and what other chapters and SIGs were doing regarding publicity. Additional goals included working the regular updating of the FaceBook page, and creating any logos, signage, etc. for upcoming events. A final goal was to get authorization to be able to send messages through the LD-News mailing group.

What you / your team did in 2023

The survey was created and launched as a Google Form.

Permission was granted for the publicity team to send messages through LD-News

Regarding finding out more about the JALT publicity in general Eileen and Rob attended the publicity offers meeting on Zoom and found out some information regarding various chapters and SIGs in JALT. Eileen also visited several of the other SIG websites to see what was working effectively for them.

The publicity team hasn't really been called upon yet in the process of updating the SIG website, but I am sure that this will happen.

Logos and signage were created for the LD30, 30th anniversary conference for the SIG, Rob also participated in the planning committee for the conference.

Finally new SIG signs were designed and printed for the SIG's desk at PanSIG this year. Hopefully these signs will be usable for the SIG desk at future conferences as well.

Something that was satisfying

It was very satisfying to create the LD30 conference materials. It was also very good to streamline the SIG brand with the help of the excellent design work that Tim Cleminson did in 2022.

Something that was challenging

The online survey was challenging as, as far as I know, responses to it were not so plentiful.

One challenge is the flow of information for what needs to be publicized. It would be great if the various teams, publications, get-togethers, etc. provided the publicity team with a kind of template that could be possibly re-used and regularly posted through social media, etc.

What you would like to do in 2024

As mentioned above, having the regular flow of information between the publicity team and other teams would be great. I would also like to continue to actively participate in conferences and other SIG events by providing signage, logos, etc.

Envisaged expenditures for 2024

This is completely dependent on the needs of the SIG regarding printing costs for materials for upcoming conferences, etc.

6. Publications Chair - Michael Kuziw
(supplemental contributions by Ken Ikeda)

Number of Peer-reviewed Publications

1 (LDJ 6)

Number of Officer-reviewed Publications

2 (LL 30.1 30.2)

Other Publications

0

What your goals were in 2023

To produce two *Learning Learning* newsletter issues (30.1, 30.2)

What you / your team did in 2023

We produced two *Learning Learning* newsletter issues. Mike Kuziw led the editorial effort for Issue 30.1, and Ken Ikeda for Issue 30.2.

Something that was satisfying

Ken: Issue 30.2 at the beginning looked to be a thin one at first. Andy Barfield suggested that I contact the plenary speakers of LD30 and have them do dialogues. Andy co-wrote a dialogue with Phil Benson, and Stacey Vye and Chiyuki Yanase co-wrote theirs. Also, thanks to Andy's helpful suggestion, aided greatly by Tim Ashwell and Hugh Nicoll, within Issue 30.2, we could help LDJ issue editors (Issue 7 and Issue 8) publicize their themes.

The efforts to bring LD30 and LDJ issues to the attention of LD members was particularly satisfying to

me. LL has a duty to inform the LD members and I could restore awareness of the continuing contributions the LDJ has had on our community as well as contribute to learner development research. Three LD grant awardee reports were published in 30.2.

Mike: Including LL 29.2, this was my second time in the role of lead editorship. I was glad to continue the position through to LL 30.1 after giving my best efforts the first time around. I learned a lot from this experience and was able to handle the task much better the second time around. Also, thankfully, I had a lot of help from the rest of the team which I relied heavily upon.

Something that was challenging

Ken: When I took over the LL issue lead editorship from Mike, we did not know that Google has severely tightened its access to accounts to one person, due to its two factor and recovery email protocols. Despite our best efforts, we learned only Mike can access it. I was forced to create a Google account (lleditor30.2) to handle new contributions and house correspondence. There was also confusion with duplicate editorial assignment lists that were created from different accounts, including lleditor30.2, that took time to remedy. In this uneasy period, I was ably assisted by Hugh and Ivan Lombardi.

Mike: Certainly the most challenging part of Publications Chair is team/time management. Luckily I have worked with a very strong, capable and reliable group of individuals which made this process much easier. I often felt I was not taking charge enough or factoring in certain tasks which were time sensitive, but in the end it all worked out well. I certainly learned that I need to rely more on the team and make sure that everyone is on the same page when it comes to deadlines and tasks.

What you would like to do in 2024

Ken: Work with Tim Ashwell who is leading the LD30 Post-Conference Publication (PCP) that will serve as a supplement (complement?) to LL 31.1. Tim is also a member of the LL editorial team, so we are concerned how much strain this could have on both publication efforts.

Mike: I would like to learn more about the progress of LDJ 6 and also follow the work on the LD30 Post-Conference Publication.

Envisaged expenditures for 2024

Ken: None

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

(submitted by Sami Yoshimuta)

What your goals were in 2023

Our goals in 2023 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 2023

A. We've advertised the grants via the SIG homepage (<https://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.

B. We had two applicants by the deadline, and the following 2023 grants were offered/awarded:

- Chiyuki Yanase (PanSIG Conference Grant, 40,000 yen)
- Annie Minami (PanSIG Conference Grant, 40,000 yen)

Something that was satisfying

A. We gained applications without having to extend the deadline.

B. We could keep the timeline for the screening process.

Something that was challenging

A. Only a limited number of members applied for the Conference Participation grants. Enhancing the promotional activities of the grants was a challenge.

B. The grant team was unable to moderate the award ceremony at PanSIG, but Emily Choong kindly took the role of the award presenter.

What you would like to do in 2024

- Advertise the grants via the SIG homepage, mailing list, membership letters and the SIG News & Events mailout
- Communicate the results to SIG members via the mailing list.
- Organize the grant award ceremony at the conferences

Envisaged expenditures for 2024

N/A

8. Learning Learning Editorial Team - Mike Kuziw, Hugh Nicoll, Ivan Lombardi, James Thomas, Ken Ikeda, Megumi Uemi, Tim Ashwell, Lorna Asami (on hiatus for 30.2)

(submitted by Mike Kuziw and Ken Ikeda)

What your goals were in 2023:

To publish two *Learning Learning* newsletter issues (30.1, 30.2)

What you / your team did in 2023

Published two *Learning Learning* newsletter issues. Mike led the editorial effort for Issue 30.1, and Ken for Issue 30.2.

Jan-March:

- Welcomed people to contribute to the Spring issue of *Learning Learning*
- Liaised with contributors to get their contributions ready for publication.
- Peer-edited contributions

April:

Published the Spring Issue of *Learning Learning*

August-October:

- Welcomed people to contribute to the Autumn issue of *Learning Learning*
- Liaised with contributors to get their contributions ready for publication.
- Peer-edited contributions

November:

Published the Autumn Issue of *Learning Learning*

Something that was challenging

Ken: When I took over the LL issue lead editorship from Mike, I was concerned on how to send out invitations to the LD members to write their Member's Voice. But Emily Choong as Membership Coordinator did the publicizing and Andy helped me to create the template.

What you would like to do in 2023

Produce two *Learning Learning* newsletter issues (31.1, 31.2) as well as coordinate with the LD30 PCP.

Envisaged expenditures for 2024

None.

9. Learner Development Journal Steering Group (including LDJ website) - Andy Barfield, Yuri Imamura, & Tanya McCarthy

(submitted by Andy, Tanya, and Yuri)

Background The journal steering group (JSG) oversees the LDJ and liaises with each team of editors. At any point there are three issues of the LDJ at different stages of development:

At the end of 2022: LDJ6 was published; LDJ7 writers were working on their first full drafts; and the LDJ8 editors were starting to receive proposals from potential contributors for LDJ8.

Now in November 2023: LDJ7 is moving towards finalisation for publication in early December; LDJ8 writers' "Second incomplete drafts" have gone to members of the LDJ Review Network for feedback in November and early December; and negotiations are under way for a new team of editors and a Call for Contributions for LDJ9. **Renewed Call for Editors and theme on LD News and AUTO-L 11.12.**

What your goals were in 2023

In the 2022 review we put these goals for 2023:

- (1) Organise key documents and guidelines as open-source online resources for new editorial teams, contributors, & layout and design.
- (2) Keep exploring questions and practices to do with writing in personalised, voiced, and reflective way.
- (3) Discuss with Ivan and other participants ideas for developing the layout and design of the LDJ.

In retrospect, another important goal has been:

- (4) Make sure that LDJ7 texts are more or less finalised by the start of November 2023.

What you / your team did in 2023

November 2022 to May 2023: The JSG, consisting of Andy Barfield, Oana Cusen, and Tanya McCarthy, worked on steering LDJ6 through to publication in December 2022, and on developing a new website for LDJ. [The new LDJ website was launched in May 2023](#), with DOIs introduced for the first time for LDJ6 articles. Tanya continued to be the liaison for LDJ7 and Andy for LDJ8, with occasional online meetings with each team of editors.

May-November 2023: With Oana stepping down from the jsg in May 2022, Yuri Imamura joined, translating into Japanese key texts for the LDJ website (to be added soon), and helping with translation of bios and abstracts for LDJ7. Tanya provided ongoing support and feedback for LDJ7, with Andy and Tanya giving detailed feedback on authors' complete final drafts from September onwards.

Something that was satisfying

(1) Working with each team of editors, especially seeing how well the editors managed the whole process of LDJ from being cautious and unsure about how to focus the original proposal to becoming the best cheerleaders, advisors, counselors, conversation partners, directors, and then switching into full critical editor mode. It has been inspiring to see the editors work through all the challenges and continue to maintain a positive attitude.

(2) Launching the new website and introducing DOIs for LDJ6

(3) Continuing to learn and puzzle over researching-writing-publishing practitioner research for learner development: We recognise now that this needs to be part of the conversations with editors and authors from the very beginning with each new editorial team and group of writers and contributors.

(4) Working to have finalised texts for LDJ7 a month earlier (end of October/start of November) than for LDJ5 and LDJ6: This makes the process more comfortable for everyone concerned.

Something that was challenging

(1) **LDJ9:** From July we had a clear commitment from two editors on a particular theme, but things fell through in mid-October, so we are currently in the process of negotiating editors and a theme for LDJ9 with various parties. **Renewed Call for Editors and Theme on LD News and AUTO-L 11.12.**

(2) Balancing work (regular classes, administrative duties, and research projects) / daily life responsibilities / extra activities (LDJ)

What you would like to do in 2024

(1) Andy: A big thank you to Oana, Tanya, and Yuri for all their work in the last 12 months. In particular, I/we cannot thank Tanya enough for the incredible work she has done this whole year as LDJ7 liaison.

(2) With Tanya stepping down after LDJ7 is published, Huw Davies is joining the Journal Steering Group, and **it would be great if 1 or 2 others could join too. Please contact us if you are interested: <ldjournaljsg@gmail.com>**. Thank you!

(3) Have time for **discussing with Ivan and other participants ideas for developing the layout and design of the LDJ**. It would be good to do this in the first half of the calendar year.

(4) **Discuss and agree on clear procedures for liaising with LDJ8 editors and LDJ9 editors**. We wish to work together with editors and contributors **in an advisory rather than editorial role**.

Envisaged expenditures for 2024

Expenses related to issue layout are covered by Ivan using his personal copy of Indesign, and costs are minimal for the LDJ website now that it is integrated within the JALT system.

10. Learner Development Journal Layout & Design - Ivan Lombardi

(submitted by Ivan Lombardi)

What your goals were in 2023:

What you / your team did in 2023

Something that was challenging

What you would like to do in 2023

Envisaged expenditures for 2024

N/A

Issue 7 - Aya Hayasaki, Ellen Head, & Ryo Moriya

(submitted by Ellen Head)

What your goals were in 2023:

- (1) Interacting with authors to clarify their ideas and improve their articles
- (2) Maintaining a sense of community in cases where that was wanted by authors
- (3) Mediating between authors and reviewers
- (4) Working together with the help of the STG to create the introduction and front and end pieces of each article in LDJ and final drafts of each article, plus the closing commentary from Dominique Vola Ambinintsoa.
- (5) Submitting the final drafts of the articles via the STG to Ivan for layout and publication

What you / your team did in 2023

We achieved (1) interacting with authors to improve their articles, (2) maintaining a sense of community, we hope, (3) mediating between authors and reviewers and steering group (as of November 12, 2023). We are currently in the process of (4) above. (1) is not quite complete yet. We adopted a policy of rolling deadlines negotiated with each author by emails to individual authors, which was effective in contrast to sending group emails with deadlines, which tended to be ignored by authors.

The editors held zoom meetings during which we worked together on the order of the pieces, and on writing an article introducing the theme of LDJ7 (“Challenging the Conventions of Learner Development Research”) for Learning Learning and planning the introduction for LDJ7. We are roughly on schedule for publication in December 2023.

Something that was challenging

Dealing with mediating comments of multiple drafts simultaneously was challenging. The Steering Group have supported us by communicating directly with authors at times when we were getting overwhelmed by correspondence. The steering group have also taken on a major amount of reference checking and have undertaken to get the DOIs for us. Without the steering group, I would estimate that it would have taken us an extra 4 or 5 months to produce LDJ7 and even then perhaps we would not have been able to.

Something that was satisfying

Learning from the various people whose research we are publishing was really inspiring.

What you would like to do in 2023

We are looking forward to reading LDJ7 again after its publication. The likelihood is that we will each continue to make connections and reap the benefits of our LDJ7 experience in our own individual research and teaching. We will also look forward to learning more about LDJ8 from LDJ8 editors. Each LDJ is a self-contained experience but it also has many threads which will lead to future activities.

Envisaged expenditures for 2024

None.

Issue 8 - Anna Costantino, Assia Slimani-Rolls, and Nour Bouacha

(submitted by Andy on behalf of Anna, Assia, Nour, and approved by them)

As none of the [LDJ8 editors](#) is a JALT or LD member, this is a brief summary of what's happening with LDJ8 up to the start of November 2023: Anna, Assia, and Nour have had several **zoom meetings in 2023 with Andy** (LDJ8 liaison) to discuss ongoing progress, questions, and concerns. **An important and intriguing area of discussion with contributors** has been about **writing from puzzles in their practices and/or writing in personalised reflective ways**, a key aim of the LDJ. The contributors to LDJ8 are working on **5 exploratory inquiries and 2 practice-related reviews**. Three contributors are Japan-based, with 1 contribution each from Brazil, the USA, and Germany, and 1 from Ecuador/the UK. The contributors are working in **three response communities**, with one editor leading one group, and a second editor acting as the assistant to the group leader. Each response community has met a few times in Zoom. In November through to early December **contributors' second pieces of writing are being reviewed by members of the LDJ Review Network**. Anna, Assia, and Nour have also made arrangements with **Brian Tomlinson and Hitomi Masuhara to contribute a commentary for LDJ8**, which they expect to be under way around June-July 2024. Brian and Hitomi will read the articles and make notes about the main themes and issues, then the editors will interview them about their responses and the connections they see to their own experiences and views. Through this collaboration **some LDJ8 contributors will also be taking part in the [Materials Development Association \(MATSDA\) conference](#)** in Lisbon, Portugal, in June 2024. The **next JSG discussion with Anna, Assia, and Nour about LDJ8** is planned for the **end of November 2023**.

12. Web Maintenance Team - Nicolas Emerson (main LD website)

(submitted by Nicolas)

What your goals were in 2023:

My goals were to establish the requirements of the role, learn about the website and the purpose it serves, and get to know the LD-SIG team.

Having learned that there was a general feeling that the website could do with a little TLC, I wanted to understand how it could be refreshed to better serve the LD-SIG's needs.

What you / your team did in 2023

I conducted an analysis of the website, and planned a renewal.

I consulted with the committee regarding my plan for the renewal.

I helped with the LD-30 website.

Something that was challenging

Understanding the complexities of how to coordinate with the JALT server team and access our data. (Not actually that complicated!)

What you would like to do in 2024

I'm planning to consult with the committee to finalize plans regarding the renewal, and get input on the design (there will be a choice between two or three templates).

We'll make the new LD-SIG website approx Jan-Mar 2024, time and circumstances permitting.

Delegate responsibilities for updating the relevant website areas to the relevant committee members.

Envisaged expenditures for 2024

Around 10,000 yen for a new website template.

13. Get-Togethers - Tim Ashwell, Ken Ikeda & James Underwood

(submitted by)

What your goals were in 2023

What you / your team did in 2023

Something that was satisfying

Something that was challenging

What you would like to do in 2023

Envisaged expenditures for 2024

14. Committee Members at Large - Lee Arnold, Mathew Coomber, Dexter Da Silva, 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.

Bill -

Dexter -

Lee -

Matthew -

Mike -

15. 2024 Events List Full