

SICET 2012- 2013 Board Meeting Minutes

March 29th (Friday), 2012

Time: 10:00 pm EST – 12:00 am EST

Location: Online

Attendants: Guoqiang Cui, Leping Liu, Andy Hung, Shuyan Wang, Harrison Yang, Yi Yang, Hong Zhan

Reports received from Hong Wang and Hsiujen Zheng before the meeting,

1. President Yao Hang hosted the meeting
2. Board members' reports:
 - a. Report from Hsiujen regarding SICET -Taiwan:
 - i. As usual, introduction of SIECT to new graduate students at the graduate institute of Teaching Chinese as a Second Language in National Kaohsiung Normal University in the beginning of Fall semester
 - ii. Planning to distribute the brochures to a local conference in May
 - iii. Keep personal contact with Dr. Chen Nian-Shing
 - b. Report from Hong Wang
 - i. Processed and emailed all the new and renewed SICET members welcome letters. Since our last meeting with Andy Hung and Hong Zhan, the communication process and the membership procedure is very smooth, effective, and efficient. New and renewed members can receive email greetings, welcome letters, and added to the SICET listserv in a timely manner. Many thanks to Andy and Hong Z. for the great collaborative work.
 - ii. Answered questions from some prospective members about SICET
 - iii. Shared SICET information and website with people at a state conference on educational technology early this month, in hope of promoting more SICET members
 - c. Report from Guoqiang Cui regarding the AECT-SICET 2013 conference updates:
 - i. Accepted total of 21 proposals, 16 concurrent sessions, 1 roundtable, and 4 posters.
 - ii. Have total 6 hours of time slots including keynote speakers, may ask more if needed.
 - iii. Combine our poster sessions with the conference poster sessions.
 - iv. All reviews were completed on March 25.
 - v. Things to do:
 - Send out the acceptance letter next week.

- invite keynote speakers
 - Call and assign facilitators
 - Prepare convention program
 - Plan activities during the convention
- d. Report from Leping Liu about the journal - IJTL
- i. There might be a delay of the publication of the recent edition of IJTL because two articles have been under revisions back and forth.
 - ii. Call for proposal is very important. A good call can always solicit good articles.
 - iii. SICET members are always very welcomed to submit their manuscripts.
- e. Report from Andy Hung regarding the summer fellowship
- i. Host institutions have been chosen as: College of Education Of Henan University and College of Information Communication and Journalism of Central China Normal University
 - ii. Only received one proposal from the members in US and two applications from mainland as well as some requests from Taiwan
 - iii. Proposal deadline extended to April 10
 - iv. Reminder will be sent before the deadline
 - v. Finalize the participants and update the schedule at the end of April
- f. Report from Hong Zhan regarding the financial situation
- i. 8 renewals with 3-year membership
 - ii. Income from SICET is the loyalty payment and membership dues.
 - iii. Expenses include AECT conference activities and SICET website domain fee. Balance of this year is -\$154.
 - iv. SICET can renew their AECT membership from AECT's website directly so that we don't have to transfer that portent from our account, which is a great improvement.
 - v. Will contact a person in China for designing and making a Pin for SICET 10th anniversary.
 - vi. Will search the procedure of applying for tax-exempt with the help of Andy Huang.
- g. Report from Yi Yang regarding the communication with SICET members:
- i. Personalized invitation letter for EITT2013 was sent to all SICET members on February 22nd and received good responses from old members
 - ii. Some outdated email addresses of past members were updated
 - iii. The SICET Facebook has been continuously updated with SICET news including the deadlines and call for proposals.
 - iv. SICET Facebook can finally have a short URL:
<http://www.facebook.com/SICET.EITT>.

3. Shuyan suggested:
 - a. Some celebration activities for SICET since this year is its 10th anniversary
 - b. Promote SICET journals and encourage colleagues and doctoral students to submit their manuscripts
 - c. Stressed the importance of spreading the message of EITT 2013 Conference and involving all colleagues, friends, and students to submit proposals and attending the EITT 2013 conference
4. Andy reported an issue that membership mail listserv may have some problems causing the blank membership form submitted. There is possibility that some new members may not receive our response. Andy will add the following line as “Please contact us if you do not receive responses from us in 72 hours” at the end of the application page in the site.
5. Leping suggested an editorial session or research methodology panel, and a summary or mapping for the journal for its 9th anniversary at EITT 2013
6. For the SICET 10th anniversary, Hao suggested to create a video of SICET’s achievements in the past 10 years. Guoqiang will take the lead to create the video. All other members will support Guoqiang’s work. Yi Yang will design a special newsletter devoted to SICET 10th anniversary.
7. Board members discussed the possibility of inviting the past presidents, board members, and officers to attend the EITT 2013 or invite them to send a short short video/text messages if they are unable to attend. Leping suggested publish a special edition the journal to celebrate SICET’s 10th anniversary.
8. Hao Yang summarized the things to do:
 - a. Advocate all members to support and attend the EITT 2013
 - b. Brainstorm some celebration activities at EITT 2013
 - c. EITT 2013 received about 40 proposals, reminders will be sent out to members before the deadline
 - d. A special edition of SICET newsletter by the end of September (Yi)
 - e. SICET 10 year milestone video (Guoqiang)
 - f. IJEL special edition (Leping)
 - g. Consider order SICET souvenirs for conference attendees
 - h. Review the conference proposals