

SUMMARY OF 1987 ANNUAL GENERAL MEETING

Canadian Association of Teachers of Technical Writing

Thursday May 28, 1987, 4:15 p.m., McMaster University

Reports

1. President. Ron Blicq outlined the following points of interest/concern:

CATTW is experiencing a steady, continual growth in membership, in contrast to the U.S. ATTW, which is experiencing a significant decrease in membership.

This is the fourth CATTW conference, with CATTW becoming well-established as part of the annual Learned Societies conference. He particularly drew attention to and thanked Program Chairperson Jacqueline Bossé-Andrieu and Committee Members Ruth Ellen Greenwood and Bruce Lundgren for their efforts in putting together a particularly high-quality conference.

Because this and the next conference are in southern Ontario, with another possibly in Quebec city, it's important that the Society makes a point of drawing in members in the Atlantic and Western provinces, to ensure they do not feel overlooked.

Members should be aware that the word "technical" in the society name does not inhibit potential members in non-technical disciplines from joining CATTW. "Technical" writing is really functional writing designed to convey information from people in one specific discipline to people in either the same or another discipline.

The Society is indebted to two educational institutions who have contributed to CATTW: The University of Western Ontario, in London, for its significant assistance in the preparation of Technostyle; and Red River Community College, in Winnipeg, for its help in printing the Society's conference programs, constitution, and letterhead paper.

2. Vice-President. Jacqueline Bossé-Andrieu identified this occasion as the first time CATTW has tried a joint program with another Learned Society, and noted that the session held with the Society for the History of Rhetoric was particularly successful. Further ventures will be tried in future conferences.

3. Secretary-Treasurer. Bob Gosselink distributed copies of both the 1986 and 1987 financial statements, which showed that the Society funds had increased from \$46 at the start of the 1985-1986 year to over \$2000 at the end of the 1986-1987 year. He also reported that membership had increased to 102 members during the same period. (By the end of the conference another five new members had enrolled.)

4. Editor, Technostyle. Jennifer Connor reported:

With more funds available, she will be designing and printing a better cover for future issues of Technostyle.

Because of the continually rising membership she has no spare copies of some back issues.

The University of Western Ontario will continue to help in the preparation and publication of Technostyle.

She badly needs new articles and papers if she is to continue publishing three issues of Technostyle per year. She encouraged members either to write papers or to encourage teachers (not necessarily CATTW members) to write and submit papers. She particularly needs French-language papers.

CATTW Constitution

Following an observation made by the Executive Committee after the 1986 conference, Jennifer Connor proposed, and Geoff Cragg seconded, that the Secretary-Treasurer's term should be changed to two years, in line with the two-year terms of the President and Vice-President, instead of its current five years. Motion carried.

Membership Dues

The Executive Committee presented its recommendation to the membership that annual dues should be increased to \$20 per year starting in 1988, rather than include an additional conference fee of \$10 as was done in Winnipeg in 1986. The membership agreed with the Committee's recommendation.

Elections

Acting Nominations Chairperson Louise Desaulniers presented a three-person slate of nominees prepared by the Nominating Committee for two-year terms:

President:	Jacqueline Bossé-Andrieu (automatic progression)
Vice President:	Michael Jordan
Secretary-Treasurer:	Juanita Giesbrecht

As there were no further nominations from the floor, the proposed nominees were elected.

Louise Desaulniers thanked the outgoing committee members for their contributions to the Society.

1988 CATTW Conference

Next year's conference will be held in Windsor, Ontario. The Learned Society had proposed Saturday and Sunday May 28 and 29 (the first two days of the Learned Societies conference) for the CATTW conference. The consensus of meeting members was to ask the conference organizers to reschedule CATTW's participation to Sunday and Monday May 29 and 30. The Program Committee will comprise:

Mike Jordan, Queen's University (chair)
Ruth Ellen Greenwood, Humber College
Bruce Lundgren, University of Western Ontario

Bruce Lundgren was appointed the CATTW Local Representative to the 1988 Learned Societies committee.

Survey of Technical Writers

The suggestion that CATTW should update the survey carried out in 1984 was shelved for a further year.

"Asian" Connection

Michael Godfrey outlined a proposal to identify possible ways that CATTW could become a clearing house for coordinating teaching of technical writing in or to representatives from Pacific Rim countries. Lil Rodman will assist.

Acknowledgements

Lil Rodman thanked Ron Blicq on behalf of CATTW members for his work as President over the past two years. CATTW delegates thanked the staff of the School of Translators, University of Ottawa, for their secretarial help in preparing the conference.

Next Meeting

Next year's Annual General Meeting will be held on the first day of the 1988 CATTW Conference. A specific time will be established by the President and Program Chairman.

- Ron S. Blicq, Meeting Chairman
Past President, CATTW