
ATA Committee Reports 2010-2011



ata American Translators Association

225 Reinekers Lane, Suite 590 • Alexandria, VA 22314 • +1-703-683-6100 • www.atanet.org

Become an ATA Voting Member

ATA Associate members who can demonstrate that they are professionally engaged in translating, interpreting, or closely related work may be eligible for Voting membership.

Why?

Voting members elect the Association's Officers and Board of Directors, approve changes to the Bylaws, and can serve as Committee Chairs.

Free ATA Webinar How to Get the Most Out of Your ATA Membership

There's more to ATA membership than a laundry list of benefits. Watch this on-demand webinar to learn how to get the most out of your ATA membership. Free and on demand!

Active Membership Review Committee

Chair	Timothy Yuan
Contact	yuan@pipeline.com
Objective	Associate members who are "professionally engaged in translating, interpreting, or closely related work" may request to have their membership status changed to Active or Corresponding. The Active Membership Review Committee was established to provide a peer review of these change of status applications and accompanying credentials.
Report	The Active Membership Review Committee received and approved 34 membership review applications in 2011.
Website	www.atanet.org/membership/ata_status_review.php

Business Practices Education Committee

Chair	Jill Sommer
Members	Gabe Bokor, Ted Wozniak
Contact	gertoeng@jill-sommer.com
Objective	Translators and interpreters must not only be expert linguists, but also entrepreneurs. The Business Practices Education Committee was established to provide ATA members with information about sound business practices, specifically those related to the translation and interpreting industry.
Report	<p>The task of the Business Practices Education Committee is to disseminate information about best practices in the translation and interpreting industry to ATA members.</p> <p>The major business education activity for 2011 has been the ATA Business Practices Listserv. This group of more than 300 ATA members has continued to be a strong "go-to" forum. In-depth discussions have included questionable contract clauses, finding clients, client behavior, and MT post editing. ATA members—freelancers and business owners alike—are invited to join in the conversation.</p>
Website	http://finance.groups.yahoo.com/group/ata_business_practices www.atanet.org/business_practices/index.php www.atanet.org/business_practices/earnings_calculator.php

Certification Committee

Chair	Geoffrey S. Koby
Members	David Stephenson (Deputy Chair), Gertrud Champe, Julia Lambertini Andreotti, Susanne Lauscher, Jim Walker, Celia Bohannon (Grader Trainer)
Contact	KobyTranslation@yahoo.com
Objective	<p>Certification is a voluntary action by a qualified group to establish a system to grant recognition to individuals who have met a stated level of training and work experience. The ATA Certification Committee was established to implement and manage an examination program that enables individual translators to demonstrate that they meet professional standards.</p> <p>Subcommittees Computerized Certification Exam Task Force Accreditation Feasibility Task Force</p> <p>Task Forces Passage Selection Task Force Benchmark Examples Task Force</p>
Report	<p>Languages for testing. Efforts are underway to establish Ukrainian>English, Chinese>English, and Swedish>English, and individual work groups have organized to restart testing in English>Portuguese and Italian>English. Because all of these projects are volunteer-driven, we cannot predict when these exams will be up and running.</p> <p>Grader Training. The Certification Committee will be offering grader training sessions during the ATA Annual Conference in Boston. Grader training was also offered during the Spring Language Chairs Meeting in Alexandria, Virginia. Training courses are also available for graders on the grader website.</p> <p>External Research. Research continues to be conducted by Certification Committee Chair Geoff Koby and graduate students at Kent State University. It was launched in 2010 to include statistical analysis of scores (beyond just pass/fail), a review of category usage (which error categories occur frequently or never), the distribution of errors across frequencies, an analysis of grader behavior, an analysis of error distributions, and an analysis of marking consistency.</p> <p>Self-Study Validation Group. President-elect Dorothee Racette assembled a group to evaluate and critique various aspects of our current certification program. Discussions have already begun. Dr. Koby and Dr. Champe from the Certification Committee are serving as ex officio members to provide information to the group.</p> <p>Exam Preparation Webinar. On July 14, Grader Trainer Celia Bohannon presented an in-depth webinar on exam preparation. The live presentation was recorded and is available on demand from the ATA website. The webinar is an invaluable preparation tool for potential exam candidates.</p>
Website	www.atanet.org/certification/aboutcert_overview.php

On-Demand Webinar Preparing to Take the ATA Certification Exam

You've set the goal of earning ATA certification as a professional credential, and you've decided to take the exam. What can you do to set yourself up for success? Find out in this 60-minute webinar by veteran grader Celia Bohannon. You'll learn how to approach the exam eligibility requirements, what to do with the practice test results, how to train for taking the exam, and what the exam results mean.

Available on demand from the ATA website.

At the Conference

Chapter tables can be found this year on the third floor outside the MIT/Suffolk room, near the escalators. If you have questions about a regional group in your area, plan to stop by to chat with a volunteer and learn more about participating on a local level.

Brainstorming Session

Each year ATA Chapters, Affiliates, and regional groups meet to share best practices and discuss successes and failures. This opportunity for group leaders to brainstorm issues and look for answers to problems often leads to a year-round support system. Attendees report that they leave the meeting with new enthusiasm and ideas. Last year's evaluations unanimously ranked the session as "excellent."

Chapters Committee

Chair(s)	Caitilin Walsh
Members	Tuomas Kostiainen, ATA Chapter Officers
Contact	cwalsh@nwlink.com
Objective	The Chapters Committee was established to represent the interests of ATA Chapters and other regional groups at the national level, to assist groups in becoming new ATA Chapters or Affiliates, and to facilitate communication between regional group leaders.
Report	<p>From quick networking evenings and brunches to intensive one- and two-day workshops to 40-hour classes, ATA's Chapters and Affiliates continue to be dynamic regional magnets for networking and continuing education. ATA currently has a total of 12 chapters and eight affiliates, and petitions to increase those numbers by one chapter and one affiliate are being considered by the Board of Directors at their 2011 conference meeting this month. ATA provides chapters with best practice support, publicity, dues rebates, liability insurance, and electronic and legal support, and in turn receives support on the ground from chapters for local events, certification exam sittings, publicity, shared information on chapter practices and ideas and a source of future ATA members and leadership.</p> <p>The Google Groups for Chapter and Regional Group leadership has enjoyed several flurries of activity this year, especially relating to creating a logo, promoting events, and venue liability insurance. There continues to be a great deal of mutual support exchanged, and ATA's insurance rider was hailed as a very real benefit to chapters. Requests for help led to sharing budgeting spreadsheets and lessons contributed by both ATA headquarters and chapter members.</p> <p>Other regional group highlights for 2011:</p> <ul style="list-style-type: none"> • Conference hosting activities: Delaware Valley Translators Association created a blog to provide practical information to conference attendees and promote the conference. • Teachable moment: MICATA wrote a letter to organizers of a for-profit international conference in Kansas City who were offering a T-shirt in exchange for a day of simultaneous interpreting services. Response from individuals and corporate players locally was loud and solid. • Using new technology: This year saw webinars emerge among chapters as AATIA kicked off with a webinar on ATA certification. In addition, a number of groups embraced social media and created accounts on Facebook, Twitter, and LinkedIn.
Website	www.atanet.org/chaptersandgroups/chapters.php

Dictionary Review Committee

Chair(s)	Peter A. Gergay
Members	Sharlee Merner Bradley (Secretary), Kornelia DeKorne, Alzi Platts, Pamela Gilbert-Snyder
Contact	PGergay@aol.com
Objective	The Dictionary Review Committee was established to inform and advise ATA members about dictionaries, both paper and electronic.
Report	This report covers the period from January 1, 2011 to December 31, 2011.

Reviews published: 16

Dictionaries reviewed: 13

Books and Software reviewed: 3

Reviewers: Charlotte Brasler, Eric Bullington, Li Dong, Maria Fontes, Eileen Hennessy, Katarzyna Jankowski, Geoffrey Koby, Karin Kutscher, Jean LeBlon, Virginia Perez-Santalla, Christian Schonberg, Boris Silversteyn, Jiri Stejskal, Patricia Thickstun, and Tess Whitty

Languages covered (other than English): Chinese, Czech, Danish, French, German, Polish, Portuguese, Russian, Spanish and Swedish.

As the Committee has done in past years, we recognize that ATA's most popular language is Spanish. However, most members of the Committee believe that most Spanish translators already have general Spanish dictionaries. Accordingly, we limited our reviews to specialized dictionaries (such as slang and border, as well as Chilean Spanish dictionaries).

While free online dictionaries may seem to be replacing print media, publishers continued to send us print dictionaries for review, some of which the Committee feels are indispensable. At the same time, we have increased the number of reviews of relevant online dictionaries based on their availability.

I wish to thank all the reviewers for their good work. My appreciation goes to Dictionary Review Committee members Kornelia DeKorne, Alzi Platts, and Pamela Gilbert-Snyder for their review editing work and their dedication. My special gratitude is owed to the Secretary of the Dictionary Review Committee, Sharlee Merner Bradley, for all the effort and dedication she puts into the Committee's work.

2011 Dictionary Reviews

January: French

February: English

March: English, German

April: Danish

May: Chinese

June: English, Polish

July: Spanish, Russian

August: Czech, Spanish

September: Swedish

October: French

Nov/Dec: Portuguese

As of October 11, 2011

ATA Division Membership

CLD:	739
FLD:	2,031
GLD:	1,494
ID:	3,942
ILD:	933
JLD:	915
KLD:	345
LD:	2,319
LTD:	2,526
MD:	3,400
ND:	435
PLD:	1,109
SLD:	1,138
SPD:	4,626
S&TD:	274
TCD:	3,118

Divisions Committee

Chair(s)	Boris M. Silversteyn
Members	Esther Diaz, Rudy Heller, Frieda Ruppenner-Lind, Lydia Razran Stone, Naomi Sutcliffe de Moraes
Contact	bsilversteyn@comcast.net
Objective	The Divisions Committee acts as liaison to ATA's Board of Directors, assists groups in establishing new Divisions, and facilitates communication between Division leaders.
Report	<p>Division Administrators Summit: Administrators attended the Summit held in Alexandria, Virginia on April 28-29. Participants discussed the Governing Policy for Divisions, and suggestions proposed at the Summit were included in the updated Policy approved by the Board.</p> <p>Division Elections: Eight Divisions—JLD, KLD, LD, LTD, MD, PLD, S&TD, and SLD—held elections this year. Election results will be announced at this year's Annual Conference, during the Divisions' Annual Meetings.</p> <p>Division Membership: As of October 11, there are 9,589 ATA members who belong to at least one division. The total division membership (including multiple memberships) is 30,584.</p> <p>Division Networking Events: CLD, FLD, GLD, ID, ILD, JLD, KLD, MD, ND, PLD, SLD, SPD, and S&TD have arranged offsite networking events during the Annual Conference.</p> <p>Individual Division News:</p> <ul style="list-style-type: none"> • Chinese Language Division: Published two issues of <i>ATA Chinese Language Division Newsletter</i>, the division's newsletter blog. • French Language Division: Published four articles on its newsletter blog, <i>à propos</i>. • German Language Division: Published two issues of <i>interaktiv</i>, the division's newsletter. • Interpreters Division: Published two issues of <i>The Interpreters Voice</i>, the division's newsletter. • Italian Language Division: Posted 65 times to its blog, <i>Tradurre</i>. • Japanese Language Division: A link to ATA's Online Directories was added to JLD's website.

- **Korean Language Division:** Published two issues of Hangul Herald, the division's newsletter.
- **Language Technology Division:** Published two articles on the division's newsletter blog and tweeted regularly on the division's Twitter page.
- **Literary Division:** Published three issues of Source, the division's newsletter
- **Medical Division:** Published one issue of Caduceus, the division's newsletter.
- **Nordic Division:** Redesigned its website. ND added four posts to its blog, ATA Nordic Division Blog.
- **Portuguese Language Division:** Posted three times to its blog. PLD held its 14th Mid-Year Conference.
- **Science and Technology Division:** Published eight articles on its newsletter blog, ATA Science & Technology Division. S&TD conducted its Science and Technology Division Needs Assessment Survey and has followed up by writing "S&TD Survey Analysis."
- **Slavic Languages Division:** Published four issues of SlavFile, the division's newsletter.
- **Spanish Language Division:** Published three issues of Intercambios, the Division's newsletter. SPD launched a Facebook page.
- **Translation Company Division:** Held its ATA-TCD Business of Translation Conference April 30-May 1 in Washington, DC.

Website www.atanet.org/divisions

Education and Pedagogy Committee (Non-ATA Programs)

Chair(s)	Claudia Angelelli
Members	Sonia Colina, Christian Degueudre, Holly Jacobson
Contact	claudia.angelelli@sdsu.edu
Objective	ATA is committed to promoting high standards in translator and interpreter training and to the development of translation and interpreting programs within the American postsecondary system. The Education and Pedagogy Committee was established to foster these Association goals.

Free ATA Webinar Tips for Navigating Your First ATA Annual Conference

Attending the ATA Annual Conference can be overwhelming for first-time attendees. This free 60-minute webinar walks you through each day's events, fills you in on how to plan your time, and recommends tried-and-true methods for making the most of the Conference. Free on demand from the ATA website.

ATA Code of Ethics and Professional Practice

An association's code of ethics defines it as no other description can. It tells the group's purpose; its ideals and values; the standards of professionalism it expects; and most importantly, the real world ethical dilemmas its members may face.

The first ATA code of ethics was written and adopted in 1966. Over the years, it has been updated to reflect the emerging role of the translation and interpreting professions. The most recent revision was endorsed by the ATA Board of Directors in late 2010.

Ethics Committee

Chair(s)	Marian S. Greenfield
Contact	ethics@atanet.org
Objective	As a professional association, ATA encourages and supports standards of professional ethics, practices, and competence. The Ethics Committee was established to respond to complaints of violations of the ATA Code of Ethics and Professional Practice or of Article III, Section 6, of the ATA Bylaws.
Website	www.atanet.org/aboutus/governance_administrative.php www.atanet.org/membership/code_of_ethics.php www.atanet.org/membership/code_of_ethics_commentary.pdf

American Translators Association Code of Ethics and Professional Practice

We the members of the American Translators Association accept as our ethical and professional duty

1. to convey meaning between people and cultures faithfully, accurately, and impartially;
2. to hold in confidence any privileged and/or confidential information entrusted to us in the course of our work;
3. to represent our qualifications, capabilities, and responsibilities honestly and to work always within them;
4. to enhance those capabilities at every opportunity through continuing education in language, subject field, and professional practice;
5. to act collegially by sharing knowledge and experience;
6. to define in advance by mutual agreement, and to abide by, the terms of all business transactions among ourselves and with others;
7. to ask for and offer due recognition of our work, and compensation commensurate with our abilities; and
8. to endeavor in good faith to resolve among ourselves any dispute that arises from our professional interactions,

mindful that failure to abide by these principles may harm ourselves, our fellow members, the Association, or those we serve.

As approved by the ATA Board of Directors October 2010

Executive Committee

Chair(s)	Nicholas Hartmann
Members	Nicholas Hartmann, Dorothee Racette, Virginia Perez-Santalla, Gabe Bokor
Contact	president@atanet.org
Objective	<p>The Executive Committee acts for the Board of Directors on matters not practicable for full Board attention and in between meetings of the Board. The Committee will have and may exercise the policy-making and authority of the Board of Directors in the management of the Association. This delegation of authority to the Committee, however, does not relieve the Board of Directors, or any individual Director, of any responsibility imposed upon them by law.</p> <p>The Committee shall have no authority in the following matters: submission to members of any action requiring members' approval; the filling of vacancies in the Board of Directors or Executive Committee; and other matters expressly prohibited by statute.</p>
Website	www.atanet.org/aboutus/governance_board.php www.atanet.org/aboutus/ataglance_works.php

ATA Mission Statement

The simplest reason for a mission statement is to answer the question "What do we do?" That is, it succinctly states the fundamental purpose of an organization. The ATA Board of Directors recently approved the following ATA mission statement.

The mission of ATA is to benefit translators and interpreters by promoting recognition of their societal and commercial value, facilitating communication among all its members, establishing standards of competence and ethics, and educating both its members and the public.

The statement, which draws from Article II of ATA's Bylaws, offers members and the public a quick snapshot of both the vision and the function of the association, and will be a way for the ATA Board of Directors to measure up plans and initiatives for the association's future.

ATA Governance Be an Informed Voter

Prior to each ATA election, candidate statements are available online and in *The ATA Chronicle*. This is an opportunity for members to learn more about the individuals on the slate—from background to experience to what they hope to accomplish as a member of the ATA Board. Take time to read these statements and be sure to vote.

Finance and Audit Committee

Chair(s) Gabe Bokor

Members Nicholas Hartmann, Dorothee Racette, Virginia Perez-Santalla, Odile Legeay

Contact gabe.bokor@gmail.com

Objective The Finance and Audit Committee oversees the finances of the Association, ensuring accurate and complete financial reports and safeguarding the Association's assets.

Report This report is based on the preliminary (unaudited) report for ATA's fiscal year running from July 1, 2010 through June 30, 2011 and does not include portions of Headquarters expenses allocated to the different ATA programs. The figures are rounded to the next thousand.

Unlike that of many similar organizations, ATA's financial position remained strong during the recession, thanks to the solid finances we inherited from former Treasurer Peter Krawutschke and the prudent policies of the Board and the Executive Director. We closed fiscal year 2010-2011 with a slight surplus of \$13K, which reduced the accumulated deficit of the previous years from \$101K to \$88K.

At the end of fiscal year 2011, we had **cash reserves** of \$735K, or approximately three months of expenses.

As in previous years, the main **revenue** item was membership dues, which amounted to \$1,600K, almost unchanged from last year.

Two of the three major **membership programs** did better than last year. Certification yielded a net surplus of \$76K (against \$55K last year), and *The ATA Chronicle* a net deficit of \$387K (against \$536K last year). The Denver Conference yielded a surplus of \$79K, predictably less than the exceptional and record-breaking ATA 50th Annual Conference in New York in 2009, which yielded \$124K.

Our **investments** yielded a net gain of \$46K.

After the end of fiscal year 2010-2011, we had extraordinary expenses with the FIT World Congress, hosted by ATA in San Francisco August 1-4, 2011. The net loss of this event will impact this year's results.

Governance and Communications Committee

Chair(s)	Dorothee Racette
Members	Alan Melby, Frieda Ruppenner-Lind, Caitilin Walsh
Contact	dracette@hughes.net
Objective	The success of an association depends on effective governance and communications. The Governance and Communications Committee was established to evaluate ATA policies and procedures, including communication methods, and to ensure that these policies and procedures function to support the Association's mission.
Report	<p>The Governance and Communications Committee has the following tasks:</p> <ul style="list-style-type: none"> • Review current operating procedures and make recommendations for change as applicable; • Propose new procedures that will enhance communication between members, the ATA Board of Directors, and ATA Headquarters; • Document the Association's decision-making procedures; and • Develop governance training for new and current Association officers and directors. <p>In 2011, the Governance and Communications Committee worked on the following projects:</p> <ul style="list-style-type: none"> • Preparation of the Board's Planning Day agenda • New Election Policy for the Association • List of proposed Bylaws amendments to be voted on by the membership in 2011 • Implementation and roll-out of the new governing policy for all Divisions
Website	www.atanet.org/aboutus/ataglance_works.php

ATA Governance: Committees

The ATA Bylaws establish a number of Standing Committees to oversee and administer many of ATA's activities and programs. Ad Hoc Committees are appointed, as needed, to address specific, current issues that affect the organization as a whole or individual members as a group.

ATA Governance: Volunteers

ATA is a volunteer-driven organization, and member participation at the Committee level is the strength behind many of the Association's programs and events. Volunteers are welcome in all areas of the Association. A good way to begin is by contacting your Division or local Chapter to see what you can do to help.

AFTI Awards and Scholarships

AFTI awards the following national scholarships to students planning to enroll in studies leading to entry into our professions.

Julia Segall-Derfler Scholarship in Arabic or Hebrew Translation and Interpreting

Harvie Jordan Scholarship

JTG Scholarship in Scientific and Technical Translation or Interpretation

ATA Student Translation Award

Winner of the JTG Scholarship

Congratulations to Nathan Horton, the winner of the 2012 JTG Scholarship in Scientific and Technical Translation

Learn more about this award on the AFTI site. See www.afti.org.

Honors and Awards Committee

Chair	Lois M. Feuerle
Members	Courtney Searls-Ridge, Shuckran Kamal, Barbara Fasting, JeanLeBlon, Connie Prener, Marilyn Gaddis Rose
Contact	LoisMarieFeuerle@cs.com
Objective	The recognition of excellence in a translator's work by his or her peers is one of the greatest rewards for accomplishment. The Honors and Awards Committee was established to present annual and biennial awards to encourage, honor, and publicize outstanding achievements of professional and student translators.
Report	Our warmest congratulations to the winner of this year's Ungar German Translation Award, Robert E. Norton, for his translation of <i>Nietzsche: Attempt at Mythology</i> by Ernst Bertram. We are happy to welcome him to ATA's 52 nd Annual Conference. The Ungar German Translation Award is given in odd-number of years. The Lewis Galantière Award is bestowed biennially in even numbered years for a distinguished book length literary translation from English into any language other than German.
Website	www.atanet.org/membership/honorsandawards.php

American Foundation for Translation and Interpretation

The non-profit American Foundation for Translation and Interpretation (AFTI) was established in 1997 for the purpose of helping translation and interpretation professions preserve their past history and stimulating future research through grants.

AFTI's primary charitable and educational activities are sponsorship and dissemination of research and education in the fields of translation and interpretation through research grants, scholarships, conferences, and commissions for the production of education materials.

AFTI Awards

S. Edmund Berger Prize in Excellence in Scientific and Technical Translation is offered in recognition of excellence in scientific and technical translation by an ATA member. The award is given annually.

The Alicia Gordon Award for Word Artistry in Translation is given for a translation (from French or Spanish into English, or from English into French or Spanish) in any subject. The translation must demonstrate the highest level of creativity in solving a particularly knotty translation problem.

The Marian S. Greenfield Financial Translation Presentation Award is offered by ATA and the American Foundation for Translation and Interpretation (AFTI) to recognize an outstanding presenter of a financial translation session during ATA's Annual Conference.

Interpretation Policy Advisory Committee

Chair(s)	Christian Degueldre
Contact	cdegueldre@mail.sdsu.edu
Objective	Support of interpreters and advocacy for the interpreting profession have been part of ATA's mission since the Association was founded in 1959. The Interpretation Policy Advisory Committee was established to advise the Board of Directors on policy and legislative issues that may specifically impact interpreters.

Mentoring Committee

Chair(s)	Courtney Searls-Ridge
Members	John Shaklee
Contact	courtney@germanlanguageservices.com
Objective	Mentoring is a process where an experienced individual provides support, guidance, and assistance to a less experienced individual. The Mentoring Committee was established to develop and implement programs to encourage and support ATA members in mentoring relationships.
Report	<p>The Committee presented a mentor-mentee training session at ATA's 51st Annual Conference in Denver. During the session, potential mentors and mentees learned what to look for in a mentoring relationship and how to build a successful partnership. Current and former mentors and mentees shared their experiences during the session.</p> <p>In March, Committee Chair Courtney Searls-Ridge presented the free ATA webinar "How to Get the Mentoring You Need." The 60-minute live event discussed ways to find a mentor, goal-setting strategies within a mentoring relationship, and do's and don'ts to avoid potential problems. The session included mentee-strategies that newcomers in translation and interpreting can implement immediately. The presentation was recorded and is available at no cost on the ATA website.</p>
Website	www.atanet.org/webinars/mentoringf

ATA Newsbriefs Are You Receiving Your Copy?

ATA's monthly e-newsletter is distributed by email in the last week of each month. Look for your copy.

Free ATA Webinar How to Get the Mentoring You Need

Mentoring. How difficult can it be? In fact, unrealistic—and often unspoken—expectations, lack of any firm time commitment, and a failure to set goals can doom the chances for a successful mentoring relationship.

Watch the free ATA webinar "How to Get the Mentoring You Need" to learn more about finding a mentor and making a relationship work.

ATA Governance Elections

The effort to recruit candidates for next year's elections begins now. Any member may make a nomination, and self-nominations are welcome. You can officially nominate a candidate when the Call for Nominations is made in January or "unofficially" by contacting any of the Nominating Committee members.

A Second Peak Behind the Curtains

Take a minute to learn more about the ATA Nominating Committee's work. Read "The ATA Nominating Committee: A Second Peak Behind the Curtains" in the September issue of *The ATA Chronicle*.

Nominating Committee

Chair(s)	Tuomas S. Kostiainen
Members	Beatriz Bonnet, Jean Leblon, Connie Prener, Courtney Searls-Ridge
Contact	NominatingCommittee@atanet.org
Objective	The Nominating Committee is appointed by the ATA Board of Directors upon the recommendation of the President. The Committee must have five members, all of whom hold Active membership in the Association. None of the Nominating Committee members may be a candidate for office in the year they serve on the Committee.
Report	<p>The main job of the Committee is to nominate candidates for each elective position on ATA's Board of Directors—in other words, create the slate of candidates for the annual election. The job description is defined in ATA's Bylaws and further detailed in the charge that the Committee receives from ATA's president each year.</p> <p>Our task for this year was to find ATA's membership to fill the positions of president-elect, secretary, and treasurer (each a two-year term) and three directors' positions (each a three-year term).</p> <p>The first step is always to look at the current Board members to determine what types of candidates are needed so that the Board will represent the membership at large and form a well functioning unit. The slate of candidates must be diverse, and each candidate must have a proven track record of active participation and interest in ATA.</p> <p>The Committee began formulating a list of candidates, based on the "Leadership Pool" database that we compiled over the past four years and the nomination forms received from the membership. In addition, the Committee members contacted current Board members, Committee Chairs, Division Administrators, and Presidents of Chapters and Affiliated groups, to solicit recommendations for candidates. Through this effort the Committee received invaluable candidate recommendations.</p> <p>On April 30, the Committee presented the 2011 slate of candidates to the ATA Board of Directors. The subsequent announcement of the slate to the ATA membership gave notice that further nominations, supported by a nominee's written acceptance statements and a written petition signed by no fewer than 35 voting members, would be accepted until July 20.</p> <p>Throughout the rest of the year, the Committee has continued to expand its "Leadership Pool" database in preparation for the 2012 elections.</p>
Website	www.atanet.org/chronicle/feature_article_september2011.php www.atanet.org/membership/election2011_nomination_call.php www.atanet.org/membership/election2011_nomination_form.php www.atanet.org/aboutus/ataglance_works.php

Professional Development Committee (ATA Programs)

Chair	Marian S. Greenfield
Members	Naomi J. Sutcliffe de Moraes, Stephanie D. Strobel, Rosalie P. Wells, Karen M Tkaczyk
Contact	msgreenfield@gmail.com
Objective	A primary goal of the Association is to foster and support the professional development of translators and interpreters. The Professional Development Committee was established to offer ATA members quality continuing education programs and opportunities, in addition to the Association's Annual Conference program.
Report	In light of ATA's commitment to provide support for this year's FIT Congress, the Association elected not to hold any onsite professional development seminars in 2011. During this hiatus, the Committee Chair served as liaison for mid-year conferences and helped organize the TCD Conference. For 2012, she is working with the Spanish Language Division and Interpreters Division on their 2012 SPD/ID Mid-Year Conference. ATA Webinar Series 2011 The ATA 2011 Webinar Series captured an enthusiastic audience and had a very successful year, with many of the webinars selling out. Speakers were hand picked based on their presentation skills and subject matter expertise. Topics included software, business issues, healthcare interpreting, and certification. Three free webinars were offered. A fourth free webinar—"Careers in Translation and Interpreting"—will be offered in November. Review of proposals for the 2012 Webinar Series is currently underway.
Website	www.atanet.org/webinars

ATA Webinars On Demand

- The Entrepreneurial Linguist: Lessons from Business School
- Getting Started as a Freelance Translator
- Tax Tips for Translators
- The Zen of Translation Environment Tools (TEntTs)
- Accentuate the Positive: Making Your Résumé Sing
- A Translator's Guide to the Drug Discovery Industry
- Is Machine Translation Ever the Right Tool for the Job?
- Revisers: Invisible But Important
- Ensuring Payment – Before, During, and After the Project
- Preparing to Take the ATA Certification Exam
- Working with PDF Files—Part 1: Using Adobe Reader/Acrobat
- Working with PDF Files—Part 2: Tools, Tips and Techniques for Converting and Translating PDF Files
- Shhh...Don't Say That! Ethical Dilemmas for Interpreters in Health Care
- Healthcare Interpreter Certification: Just the Facts

Keeping in Touch With the World



Public Relations Committee

Chair Corinne McKay

Members Lillian Clementi, Chris Durban, Kevin Hendzel (media spokesperson), and Jiri Stejskal. Ex officio members: Walter Bacak, Nicholas Hartmann, Dorothee Racette

Contact corinne@translatewrite.com

Objective ATA was founded with the goal of promoting the translation and interpreting professions. The Public Relations Committee was established to raise awareness of the profession in ways that will positively affect the behavior of people who hire and interact with translators and interpreters.

Subcommittees

Client Outreach
School Outreach

Report The Public Relations Committee is happy to announce the release of a redesigned version of *Translation: Getting it Right* along with its new companion piece *Interpreting: Getting it Right*. These publications will be available at the Boston conference.

Our School Outreach initiative has been reinvigorated with a new team of volunteers: thanks to Meghan McCallum, Lillian Van Vranken, Tess Whitty, and Sonia Wichmann for taking on this task, and to Lillian Clementi for training the new School Outreach team.

ATA and the translation and interpreting professions were featured in the national media numerous times in 2011. Media spokesperson Kevin Hendzel was interviewed on National Public Radio affiliate WAMU in advance of the Translation Company Division mid-year conference, and Committee Chair Corinne McKay was interviewed by NPR's *All Things Considered* for a piece on the difference between translators and interpreters. The *All Things Considered* interview was prompted by a letter to NPR from ATA member Judy Jenner. In addition, ATA was featured in articles in the *Philadelphia Inquirer*, *Fox Business News*, and in *U.S. News and World Report's* high-profile piece, "Best Careers for 2011."

Throughout 2011, the PR Committee has placed articles written by ATA members in trade publications. ATA member Ann Wiles' piece "Foreign Language Medical Records: When Every Detail Counts" was published in *For the Record*, a publication for medical records professionals.

Finally, ATA's efforts to expand into the social media world have been very fruitful. Thanks to ATA Headquarters staffers Jamie Padula, Jeff Sanfacon, and Mary David, ATA's Facebook page now has almost 2,000 fans and a Twitter following of more than 2,300 translators and interpreters.

Website www.atanet.org/pressroom
www.atanet.org/careers/school_outreach.php
www.atanet.org/client_outreach

Standards Committee

Chair	Beatriz Bonnet
Members	Claudia Angelelli, Jennifer DeCamp, Cristina Helmerichs, Barbara Karsch, Steve Lank, Elizabeth Lowe, Alan Melby, Jiri Stejskal, Sue Ellen Wright
Contact	beatriz.bonnet@syntes.com
Objective	National and international standards exist, and are being developed, in the areas of translation, interpretation, terminology, and language technology. The Standards Committee was established to provide ATA members with information about language-related standards, and to ensure that ATA actively participates in the establishment and maintenance of such standards.
Report	Since the last conference, we are pleased to report that much progress has been made regarding standards. In addition, there are some new developments related to standards that help to increase the visibility of our profession.

ISO Technical Committee 37 Developments

Several Committee members are involved in the creation of international standards pertinent to our industry, from translation and terminology standards to interpreting and assessment.

ISO 11669 has received affirmative votes in the balloting process and will be published by ISO as a Technical Specification in early 2012. The TS will become the basis for a new project with the goal of making the document—modified by the work of the pertinent working group—a full international standard.

There are several other projects on translation assessment, community interpreting, and translation contracts that are in early stages of development.

In recognition of the size and importance of our professions, a new subcommittee (SC5) is being formed within ISO Technical Committee 37 to work on translation, interpreting, and related standards, such as potential translation tool standards.

ASTM International New Committee F43

A new committee was formed and approved within ASTM International to work on translation, interpreting, language testing, and related standards. This is a good development and will result in additional visibility for our professions. Beatriz Bonnet, Chair of the ATA Standards Committee, represents ATA in this new committee, and Committee members Steve Lank and Sue Ellen Wright are also involved in F43.

Articles, presentations, and information for members

Committee members have presented numerous times in different venues on standards, including at the FIT Congress which the ATA hosted this year. There have also been articles published on the topic, including in *The ATA Chronicle*.

Terminology Committee

Chair	Sue Ellen Wright
Members	Claudia Angelelli, Beatriz Bonnet, Jennifer DeCamp, Cristina Helmerichs, Barbara Karsch, Steve Lank, Elizabeth Lowe, Alan Melby, Jiri Stejskal
Contact	sewright@kent.edu
Objective	The use of terms in specific context for a specific meaning is the basis for translation and interpreting. The Terminology Committee was established to provide a specialized forum within ATA for terminological activities.

Translation and Computers Committee

Chair	Naomi J. Sutcliffe de Moraes
Members	Alan Melby, Michael Metzger, Jost Zetzsche
Contact	naomi@justrightcommunications.com
Objective	Computer technology has taken on an increasingly important role in the translation industry, for both individual translators and language services agencies. The Translation and Computers Committee was established to provide ATA members current information in the use of computers in translation and related areas.
Report	<p>In 2011, TAC assisted the ATA Annual Conference organizer with the review of presentation proposals for language technology sessions. Presentations scheduled include <i>How to Deal With More Data Than You Can Handle</i>, <i>Information Security for the Freelance Translator</i>, <i>Xbench: A Free Tool for Terminology and Quality Assurance</i>, and <i>Training a Dragon: Using Speech-to-Text to Boost Productivity</i>.</p> <p>The Committee also solicited proposals from vendors for a tool tutorials series at the Conference. Twelve tool tutorials will be offered in Boston. The objective is to teach users how to get up and running with each tool, rather than a marketing spiel.</p> <p>TAC coordinated the <i>Tool Update Forum</i> presentation, scheduled for Friday, October 28, from 4 to 5 pm. Eight vendors will talk about the tools they offer and recent developments in their products.</p> <p>In addition to these Conference-related events, TAC has been working with the Professional Development Committee to schedule tool-related webinars. In March, Laurie Gerber presented the webinar “Is Machine Translation Ever the Right Tool for the Job?”, and In August and September Tuomas Kostiainen presented the two-part webinar “Working With PDF Files.”</p> <p>Machine translation (MT) is a concern for all translators, whether corporate or freelance. The TAC committee has been involved in discussions with major tool vendors about the integration of MT engines into translation environment tools and concerns for confidentiality when online MT services are used.</p>

ATA Board Meetings 2010-2011



ATA Board of Directors

President:	Nicholas Hartmann
President-Elect:	Dorothee Racette
Secretary:	Virginia Perez-Santalla
Treasurer:	Gabe Bokor

Board Members:	Lois M. Feuerle
	Cristina Helmerichs
	Odile J. Legeay
	Alan K. Melby
	David C. Rumsey
	Frieda Ruppaner-Lind
	Boris M. Silversteyn
	Naomi J. Sutcliffe de Moraes
	Ted R. Wozniak

ATA Governance New in 2011: Board Meeting Summaries

The ATA Board of Directors meets four times a year to establish policy, develop goals and objectives, review emerging trends and issues, monitor annual conference planning, hear committee reports, and oversee Association finances.

The new ATA Board Meeting Summary offers a quick synopsis of actions, discussions, and ongoing Committee work. Not to be confused with the formal Board meeting minutes, the Summary is a quick read designed to keep members up to speed. Check it out now in the Members Only area of the ATA website.

ATA Board Meeting Summary

January 29-30, 2011 • Portland, Oregon

- Approved the Minutes of the October 28, 2010 Annual Meeting of Voting Members, October 29, 2010 Annual Meeting of All Members, and October 30-31, 2010 Board of Directors Meeting.
- Discussed the Treasurer's report.
- Discussed the Headquarters report and status of action items.
- Approved the appointment of the Nominating Committee members.
- Approved the appointment of the Alexander Gode Medal Nomination Committee members.
- Approved the proposed Board Election Policy.
- Discussed proposed changes to the ATA Bylaws.
- Was informed about a review of ATA's policy regarding commercial disputes between members.
- Was updated on the redesign of the ATA website.
- Was updated on efforts to revise ATA's model contract.
- Approved the establishment of English-to-Swedish ATA Certification testing.
- Was informed about ongoing efforts to work toward ANSI accreditation, or equivalent validation, of the ATA Certification program.
- Was updated on progress toward a keyboard-based Certification exam capability.
- Was updated on professional development plans (webinars and seminars) for 2011.
- Was informed about recent activities regarding ATA's hosting of the 2011 FIT (International Federation of Translators) Congress to be held in San Francisco in August 2011.
- Was informed about new developments regarding international translation and interpretation standards.
- Approved the appointment of Marian S. Greenfield as chair of the ATA Ethics Committee.
- Was informed about preparations for the 2011 ATA Annual Conference in Boston.
- Selected San Francisco as the host city for the 2016 ATA Annual Conference.
- Continued discussions regarding ATA participation in external events.
- Was updated on the Honors and Awards Committee's activities and plans.
- Heard opinions, comments and suggestions from individual ATA members present at the meeting.

Please note these are not the meeting minutes. Meeting minutes are posted in the Members Only section of the ATA website www.atanet.org/membership/minutes.php.

ATA Board Meeting Summary

April 30-May 1, 2011 • Alexandria, Virginia

- Approved the Minutes of the January 29-30, 2011 Board of Directors Meeting.
- Discussed the Treasurer's report.
- Discussed the Headquarters report and status of action items.
- Was presented the slate of candidates for the upcoming Board elections by the Nominating Committee.
- Discussed the introduction of online proxies for voting for the 2012 Board election.
- Approved the working budget for July 1, 2011-June 30, 2012 and the 2012-14 draft budget.
- Approved a proposed Mission Statement.
- Approved proposed changes to the ATA Bylaws, which the membership will vote on this October.
- Approved an additional logotype for the Association, pending legal review, in an effort to be more explicit in recognizing interpreters.
- Discussed a proposed commentary for the ATA Code of Ethics and Professional Practices.
- Recognized and thanked Maggie Rowe for her 18 years of service to the Association in honor of her upcoming retirement.
- Was updated on the redesign of the ATA website.
- Was updated on efforts to offer a seal for ATA-certified translators.
- Approved an amendment to the Board Election Policy.
- Was briefed by Certification Committee Chair Geoff Koby on the Committee's work.
- Was informed about ongoing efforts to work toward ANSI accreditation, or equivalent validation, of the ATA Certification program.
- Was updated on progress toward a keyboard-based Certification exam capability.
- Was informed about recent activities regarding ATA's hosting of the 2011 FIT (International Federation of Translators) Congress to be held in San Francisco this August.
- Was informed about new developments regarding translation and interpretation standards.
- Was informed about preparations for the 2011 ATA Annual Conference in Boston.
- Continued discussions regarding ATA participation in external events and agreed to establish a committee to determine ATA's priorities regarding participation in events conducted by related organizations.
- Heard opinions, comments and suggestions from individual ATA members present at the meeting.

Please note these are not the meeting minutes. Meeting minutes are posted in the Members Only section of the ATA website www.atanet.org/membership/minutes.php.

ATA Governance Board of Directors

The elected Board of nine directors and four officers is responsible for managing the Association and guiding its development. Each director serves a three-year term; each officer a two-year term. Board members are unsalaried and receive no compensation for their services.

ATA Governance Policies and Procedures

The Board is responsible for defining policies and procedures to ensure that ATA governance is ethical, transparent, and in accordance with the laws of the State of New York and the United States of America.

ATA Governance Elections

ATA Officers and Board Directors are elected by the Association's Voting Members. Elections are conducted at the Annual Meeting of All Voting Members during the ATA Annual Conference.

Voting Members may cast their ballots by mail, by proxy, or in person at the Annual Meeting of All Voting Members.

ATA Governance Amendments to Bylaws

The ATA Bylaws can be amended by a two-thirds majority of Voting Members.

ATA Board Meeting Summary

July 30-31, 2011 • San Francisco, California

- Discussed the Treasurer's report.
- Discussed the Headquarters report and status of action items.
- Approved the final budget for July 1, 2011-June 30, 2012 and the 2012-14 draft budgets.
- Approved offering graders who attend grader training on either Wednesday, October 26 or Sunday, October 30 a \$75 refund on their conference registration fees.
- Approved an additional logotype for the Association in an effort to be more explicit in recognizing interpreters.
- Approved revisions to the Governing Policy for Divisions.
- Recognized and thanked Mary David and Teresa Kelly for their 10 years of service to the Association.
- Was updated on the redesign of the ATA website.
- Was updated on the efforts to offer a seal for ATA-certified translators.
- Approved the appointment of the inspector of elections for the 2011 elections.
- Approved hiring a consultant to work with ATA on the next steps toward external validation of the ATA Certification program.
- Set the date of record for the 2011 elections.
- Was updated about the ATA webinars series.
- Was updated on progress toward a keyboard-based Certification exam capability.
- Was informed about the final plans regarding ATA's hosting of the 2011 International Federation of Translators Congress being held August 1-4 in San Francisco.
- Was informed about new developments regarding translation and interpreting standards.
- Was informed about preparations for the 2011 ATA Annual Conference in Boston.
- Discussed ways to recognize interpreter certification in the ATA online directories.
- Discussed the proposed newly updated and revised model translators agreement

Please note these are not the meeting minutes. Meeting minutes are posted in the Members Only section of the ATA website www.atanet.org/membership/minutes.php.