

**Meeting of the Board of Directors
American Translators Association
Tentative Agenda
Westin Bonaventure Hotel
Los Angeles, California
February 5-6, 2022**

ATA Mission Statement

ATA's mission is to promote the recognition of professional translators and interpreters, to facilitate communication among its members, to establish standards of competence and ethics, to provide its members with professional development opportunities, and to advocate on behalf of the profession.

Welcome to the ATA Board of Directors Meeting

The meeting is open to the public, however, except for past presidents, meeting attendees may not participate in the Board discussions. Comments from the general membership are solicited at the end of the session each day. Please do not use this time to market any products or services to the Board. For more information, please see the ATA Board Meeting Guest Guidelines.

Note: Agenda items in italics require Board action.

Saturday, February 5

- 9:00 a.m. Call to Order – *Sánchez Zampaulo* (5 minutes)

- 1. 9:05 a.m. *Approval of the Agenda – Sánchez Zampaulo* (5 minutes)

- 2. 9:10 a.m. Approval of the Minutes – *Sánchez Zampaulo* (5 minutes)
 - A. *October 28, 2021 Annual Meeting of Voting Members*
 - B. *October 29, 2021 Annual Meeting of All Members*
 - C. *October 30-31, 2021 Board of Directors Meeting*
 - D. Board Meeting Summary

- 3. 9:15 a.m. President's Welcome and Remarks – *Sánchez Zampaulo* (5 minutes)

- 4. 9:20 a.m. October Board Meeting Follow-Up – *Sánchez Zampaulo* (5 minutes)

- 5. 9:25 a.m. Reports Requiring No Board Action – *Sánchez Zampaulo* (20 minutes)
 - A. Committee Reports
 - 1. Advocacy Committee
 - 2. Business Practices Education Committee
 - 3. Chapters Committee
 - 4. Divisions Committee
 - 5. Education and Pedagogy Committee
 - 6. Governance and Communications Committee
 - 7. Honors and Awards Committee

8. Interpretation Policy Advisory Committee
9. Standards Committee

B. Division Reports

1. Arabic Language Division
2. Audiovisual Division
3. Chinese Language Division
4. Dutch Language Division
5. Educators Division
6. French Language Division
7. German Language Division
8. Government Division
9. Interpreters Division
10. Japanese Language Division
11. Korean Language Division
12. Language Technology Division
13. Law Division
14. Literary Division
15. Medical Division
16. Nordic Division
17. Portuguese Language Division
18. Science and Technology Division
19. Slavic Languages Division
20. Spanish Language Division
21. Translation Company Division

C. Other Reports

1. American Foundation for Translation and Interpretation

6. 9:45 a.m. Treasurer's Report – *Milan* (20 minutes)
 - A. Minutes from the October 29, 2021 Finance and Audit Committee Meeting
 - B. Report
7. 10:05 a.m. Headquarters Report – *Bacak* (20 minutes)

10:25 a.m. Break (15 minutes)
8. 10:40 a.m. Ethics – *Bonthrone* (40 minutes)
 - A. Committee Report
The Board will be briefed on the Ethics Committee's activities.
 - B. *Proposal to Approve the Revised Code of Ethics and Professional Practice*
The Board will vote to approve proposed revisions to the Code of Ethics and Professional Practice as well as review the accompanying revised commentary.
9. 11:20 a. m. Certification – *Sánchez Zampaulo* (30 minutes)
 - A. Committee Report

The Board will be briefed on the Certification Committee's activities.

B. Proposal to Approve the Appointment of the Chair of the Certification Committee

The Board will vote to approve the appointment of the Certification Committee chair.

C. Proposal to Approve the Inclusion of Korean into English in the Certification Program

The Board will vote to approve adding the Korean-into-English language pair to the Certification program.

D. Proposal to Approve a Study on the Correlation between Performance on the Certification Exam and Proficiency in Machine Translation Post-Editing

The Board will vote to approve a research study.

10. 11:50 a.m. **Proposal to Approve the Dissolution of the Translation and Interpreting Resources Committee – Sánchez Zampaulo (10 minutes)**

The Board will vote to dissolve the Translation and Interpreting Resources Committee.

12:00 p.m. Lunch

11. 1:30 p.m. **Membership Committee Report – Konkol (20 minutes)**

The Board will be briefed on the Membership Committee's activities.

12. 1:50 p.m. **Public Relations – Hartz (40 minutes)**

A. Committee Report

The Board will be briefed on the Public Relations Committee's activities.

B. Social Media Discussion

The Board will discuss ATA's social media presence.

2:30 p.m. Break (15 minutes)

13. 2:45 p.m. **Professional Development Committee Report – Demichelis (20 minutes)**

The Board will be briefed on the Professional Development Committee's activities.

14. 3:05 p.m. **Strategy Committee Report – Milan (20 minutes)**

The Board will be briefed on the Strategy Committee's activities.

15. 3:25 p.m. **Association Management Software Update – Bacak (10 minutes)**

The Board will be briefed on ATA's Association Management Software project.

16. 3:35 p.m. **International Federation of Translators – Sánchez Zampaulo (15 minutes)**

A. Report

The Board will be briefed on FIT's activities, including the upcoming World Congress.

B. Proposal to approve the appointment of the ATA Representative to the

International Federation of Translators

The Board will vote to approve the appointment of the ATA representative to FIT.

3:50 p.m. Remarks from the General Membership (20 minutes)

This is the time when meeting attendees may share their opinions and comments with the Board.

4:10 p.m. Adjourn Meeting for the Day

Sunday, February 6

8:00 a.m. Call to Order – *Sánchez Zampaulo* (5 minutes)

17. 8:05 a.m. Consent Agenda – *Sánchez Zampaulo* (15 minutes)

A. *Proposal to Approve an Appointment to the Advocacy Committee*

B. *Proposal to Approve an Appointment to the Business Practices Education Committee*

C. *Proposal to Approve an Appointment to the Certification Committee*

D. *Proposal to Approve Appointments to the Divisions Committee*

E. *Proposal to Approve Appointments to the Education and Pedagogy Committee*

F. *Proposal to Approve Appointments to the Ethics Committee*

G. *Proposal to Approve an Appointment to the Governance and Communications Committee*

H. *Proposal to Approve an Appointment to the Honors and Awards Committee*

I. *Proposal to Approve an Appointment to the Membership Committee*

J. *Proposal to Approve Appointments to the Nominating and Leadership Development Committee*

K. *Proposal to Approve Appointments to the Professional Development Committee*

L. *Proposal to Approve Appointments to the Public Relations Committee*

M. *Proposal to Approve Appointments to the Standards Committee*

N. *Proposal to Approve Appointments to the Strategy Committee*

The Board will vote to approve appointments to several committees.

18. 8:20 a.m. Compensation Survey Report – *Sánchez Zampaulo* (20 minutes)

The Board will discuss the after-action report of the recent compensation survey and report.

19. 8:40 a.m. Proposed Sponsorship of a Localization Game Discussion – *Brandt* (20 minutes)

The Board will discuss a proposal to be a sponsor of a localization teaching tool.

9:00 a.m. Break (15 minutes)

20. 9:15 a.m. Annual Conference Update – *Demichelis* (15 minutes)

The Board will be briefed on the Annual Conference.

21. 9:30 a.m. Feedback from the Membership – *Sánchez Zampaulo* (10 minutes)
The Board will share feedback heard from members.
22. 9:40 a.m. Location and Date for the Next Board Meeting – *Sánchez Zampaulo* (5 minutes)
23. 9:45 a.m. Any Other Business – *Sánchez Zampaulo* (10 minutes)
 - 9:55 a.m. Remarks from the General Membership (20 minutes)
This is the time when meeting attendees may share their opinions and comments with the Board.
- 10:15 a.m. Adjourn meeting

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Thank you for attending!