

**Meeting of the Board of Directors  
American Translators Association  
Tentative Agenda  
Embassy Suites  
Alexandria, Virginia  
April 9-10, 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, April 9**

- 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. *February 5-6, 2022 Board of Directors Meeting*
  - B. Board Meeting Summary
  
- 3. 9:15 a.m. President's Welcome and Remarks – *Sánchez Zampaulo* (5 minutes)
  
- 4. 9:20 a.m. February 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. Business Practices Education Committee
    - 2. Chapters Committee
    - 3. Divisions Committee
    - 4. Ethics 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. Science and Technology Division
18. Slavic Languages Division
19. Spanish Language Division
20. Translation Company Division

C. Other Reports

1. 300<sup>th</sup> Military Intelligence Brigade (Linguist) Annual Conference 2022
2. American Foundation for Translation and Interpretation (AFTI)
3. International Federation of Translators (FIT)

6. 9:45 a.m. Treasurer's Report – *Milan* (20 minutes)
- A. Minutes from the February 4, 2022 Finance and Audit Committee Meeting
  - B. Report
  - C. Audit Review
7. 10:05 a.m. Headquarters Report – *Bacak* (20 minutes)
- 10:25 a.m. Break (15 minutes)
8. 10:40 a.m. Governance and Communications Committee – *Demichelis* (25 minutes)
- A. Committee Report  
*The Board will be briefed on the Governance and Communications Committee's activities.*
  - B. Proposal to Approve an Appointment to the Governance and Communications Committee  
*The Board will vote to approve an appointment to the Governance and Communications Committee.*
  - C. Membership Restructuring and Benefits Discussion  
*The Board will discuss revisions to the proposed restructuring of membership and related benefits.*
9. 11:05 a.m. Nominating and Leadership Development Committee – *Sánchez Zampaulo* (20

minutes)

A. Committee Report

*The Board will be briefed on the Nominating and Leadership Development Committee's activities.*

B. Proposal to Approve the Revised ATA Election Policy

*The Board will vote to approve revisions to the ATA Election Policy.*

10. 11:25 a.m. Certification Committee – Sánchez Zampaulo/Stephenson (35 minutes)

A. Committee Report

*The Board will be briefed by Certification Committee Chair David Stephenson on the Certification Committee's activities.*

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

*The Board will vote to approve the inclusion of English into Korean in the Certification Program.*

C. Proposal to Approve Applying Creative Commons Licenses to All Certification Program Materials

*The Board will vote to approve applying Creative Commons Licenses to all Certification program materials.*

D. Knapp Report Follow-Up Discussion

*The Board will discuss follow up items to the Knapp Review of the Certification program.*

12:00 p.m. Lunch

11. 1:30 p.m. Study on the Correlation between Performance on the Certification Exam and Proficiency in Machine Translation Post-Editing Discussion – Bogoslaw/Koby (20 minutes)

*The Board will discuss the upcoming study on the Correlation between Performance on the Certification Exam and Proficiency in Machine Translation Post-Editing with study administrators Larry Bogoslaw and Geoff Koby.*

12. 1:50 p.m. Ad Hoc Basic Credential Committee Report – Koby (20 minutes)

*The Board will be briefed on the Ad Hoc Basic Credential Committee's activities.*

13. 2:10 p.m. Membership Committee Report – Konkol (20 minutes)

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

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

14. 2:45 p.m. Public Relations Committee – Hartz (15 minutes)

A. Committee Report

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

B. Proposal to Approve Appointments to the Public Relations Committee

*The Board will vote to approve appointments to the Public Relations Committee.*

15. 3:00 p.m. Professional Development Committee – *Sánchez Zampaulo/Demichelis* (15 minutes)  
A. Committee Report  
*The Board will be briefed on the Professional Development Committee's activities.*  
B. *Proposal to Approve an Appointment to the Professional Development Committee*  
*The Board will vote to approve an appointment to the Professional Development Committee's activities.*  
C. *Proposal to Approve the Appointment of the Chair of the Professional Development Committee*  
*The Board will vote to approve the appointment of the chair of the Professional Development Committee.*
16. 3:15 p.m. Advocacy Committee Report – *Karl* (20 minutes)  
*The Board will be briefed on the Advocacy Committee's activities.*
17. 3:35 p.m. Association Management Software Update – *Bacak* (10 minutes)  
*The Board will be briefed on ATA's Association Management Software project.*
- 3:45 p.m. Remarks from the General Membership (15 minutes)  
*This is the time when meeting attendees may share their opinions and comments with the Board.*
- 4:00 p.m. Adjourn Meeting for the Day

***Nonprofit Accounting Review – Milan*** (30 minutes)

***Dinner on your own***

**Sunday, April 10**

- 8:30 a.m. Call to Order – *Sánchez Zampaulo* (5 minutes)
18. 8:35 a. m. *Proposal to Approve the Appointments to the Gode Medal Selection Committee – Sánchez Zampaulo* (5 minutes)  
*The Board will vote to approve the appointments to the Gode Medal Selection Committee.*
19. 8:40 a.m. Education and Pedagogy Committee – *Sánchez Zampaulo* (15 minutes)  
A. Committee Report  
*The Board will be briefed on the Education and Pedagogy Committee's activities.*  
B. *Proposal to Approve the Revised Charge for the Education and Pedagogy Committee*  
*The Board will vote to approve the revised charge for the Education and Pedagogy Committee.*  
C. Education and Pedagogy Committee Roadmap Discussion

*The Board will discuss the Education and Pedagogy Committee's proposed plans.*

20. 8:55 a.m. Standards Committee – *Brandt* (10 minutes)  
A. Committee Report  
*The Board will be briefed on the Standards Committee's activities.*  
B. Proposal to Approve an Appointment to the Standards Committee  
*The Board will vote to approve an appointment to the Standards Committee.*
21. 9:05 a.m. Honors and Awards Committee – *Sánchez Zampaulo* (15 minutes)  
A. Committee Report  
*The Board will be briefed on the Honors and Awards Committee's activities.*  
B. Proposal to Approve the Revised ATA and AFTI Honors and Awards Policies and Procedures  
*The Board will vote to approve revisions to the ATA and AFTI Honors and Awards Policies and Procedures.*
22. 9:20 a.m. Proposal to Approve the July 1, 2022-June 30, 2023 Draft Budget and the 2023-25 Working Budgets – *Milan* (15 minutes)  
*The Board will vote to approve the July 1, 2022-June 30, 2023 Draft Budget and the 2023-25 Working Budgets.*
- 9:35 a.m. Break (15 minutes)
23. 9:50 a.m. Annual Conference Update – *Demichelis* (15 minutes)  
*The Board will be briefed on plans for the ATA 63<sup>rd</sup> Annual Conference.*
24. 10:05 a.m. Special Interest Groups Discussion – *Sánchez Zampaulo* (20 minutes)  
*The Board will discuss establishing special interest groups.*
25. 10:25 a.m. Feedback from the Membership – *Sánchez Zampaulo* (5 minutes)  
*The Board will share feedback heard from members.*
26. 10:30 a.m. Location and Date for the Next Board Meeting – *Sánchez Zampaulo* (5 minutes)
27. 10:35 a.m. Any Other Business – *Sánchez Zampaulo* (10 minutes)
- 10:45 a.m. Remarks from the General Membership (10 minutes)  
*This is the time when meeting attendees may share their opinions and comments with the Board.*
- 10:55 a.m. Adjourn meeting

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*Thank you for attending!*