

CSSR / SCÉR MINUTES
CANADIAN SOCIETY FOR THE STUDY OF RHETORIC /
SOCIÉTÉ CANADIENNE POUR L'ÉTUDE DE LA RHÉTORIQUE
ANNUAL GENERAL MEETING /
L'ASSEMBLÉE GÉNÉRALE ANNUELLE

JUNE 1ST, 2013

FRENCH TRANSLATION OF MINUTES: SEE SEPARATE FILE

Saturday, June 1, 2013, 3:50-5:00PM, University of Victoria, Victoria, British Columbia, Canada

Meeting chaired by Jeanie Wills, President 2011-2013

Minutes taken and drafted by Tania Smith, Secretary-Treasurer 2012-2013.

Present: 17. David Beard, Monica Brown, Constance Cartmill, Jennifer Caswell, Qiumin Dong, Randy Harris, Gary McCarron, John Moffatt, Loïc Nicolas, Michael Purves-Smith, Shannon Purves-Smith, Debora Rolfes, Tania Smith, Nick Turnbull, Burton Urquhart, Jeanie Wills, Pierre Zoberman.

1. APPROVAL OF THE AGENDA

1.1. **Amendments proposed:** Under “12. New Business” add “hiring an archivist” and “membership vs. association fee”

1.1.1. **Motion:** that the agenda be adopted as revised. D. Beard / J. Moffatt. Carried.

2. ADOPTION OF THE MINUTES

2.1. **Amendment proposed:** Pierre Zoberman’s name was listed 2x in attendance list; edit.

2.1.1. **Motion:** that the minutes be adopted as revised. D. Beard / M. Purves-Smith. Carried.

3. BUSINESS ARISING FROM THE MINUTES

3.1. **Financial Report from 2011:** At last year’s AGM we did not have a financial report from 2011. T. Smith was elected Secretary-Treasurer for 2012-13, and has supplied this missing report.

3.1.1. **Discussion:** T. Smith displayed the 2011-12 financial report(see end of file).

3.1.2. **Motion:** that the 2011 financial report be adopted as presented and to be included in the 2013 minutes as part of the current Secretary-Treasurer’s report. **Moved:** D. Rolfes / P. Zoberman. Carried.

3.2. **Sustainability of the graduate student prize for best paper:** J. Wills asked whether this should continue to be part of our budget.

3.2.1. **Discussion:** We debated whether we should stop offering the prize or let it continue since it was only in its first year; whether it needed to be a permanent feature in the budget (would require constitutional amendment). The origins and intentions of the prize. The criteria for judging it (paper and/or presentation, weighting of the presentation at 40%). Workload of vetting submissions that may require a committee. Cash not necessary as part of the prize. Need for clarity in the Call for Proposals and a terms of reference.

3.2.2. **Motion:** That we continue to offer a student paper award, without a monetary reward, pending the formation of a committee and clarification of the terms of reference to be

submitted to the membership by July 30, 2013. **Moved:** G. McCarron / J. Moffatt. 1 abstained, 1 against. Carried.

3.2.3. **Volunteers for the 2014 Student Prize Committee:** J. Moffatt, P. Zoberman, J. Wills

3.2.4. **Volunteers to draft the Terms of Reference:** J. Moffatt, J. Wills

4. PRESIDENT'S REPORT

4.1. **Amendment to the report as shown in the agenda:** Item 4.3 "Graduate student prize paper" since has already been discussed. J. Wills amended the agenda for her report.

4.2. **Proposed Joint Conference with Rhetoric Society of America (RSA) in 2018:** J. Wills in discussion with the RSA regarding this future possibility. Neither were sure how to move forward.

4.2.1. **Discussion:** The benefits to CSSR and RSA. We cannot opt out of our yearly CFHSS association membership fees. RSA members want the conferences to be held in the US. We could have a Canadian panel at the RSA instead.

4.2.2. **Motion:** That we no longer consider having a joint conference with RSA in 2018. **Moved:** D. Beard / J. Mofatt. All in favor. Carried.

4.3. Should we consider partnering with the RSA Institute?

4.3.1. **Discussion:** The structure of the RSA Institute (see [their website](#)). We could host one of their week-long seminars or weekend session options. Alternative: an institution in Canada could host all Institute sessions (i.e. Saskatoon, Montreal, Toronto, Waterloo). Offering a CSSR Institute without affiliation with the RSA. Whether any of our institutions have funding to host such events, or funds in the CSSR budget.

4.3.2. **Motion:** that the Executive Committee come back to the AGM in 2014 with a specific recommendation for either an independent CSSR Institute, or a joint RSA Institute, or to host a session of an RSA Institute, or no such Institute, in a future year. **Moved:** M. Purves-Smith / B. Urquhart. All in favor. Carried.

4.4. **Commendation:** J. Wills concluded her report by commending S. Purves-Smith for being "an exceptional help to me for the past 2 years" during her presidency. She is one of our most committed members. Applause. S. Purves-Smith pointed out that J. Wills' presidency was very challenging due to several unexpected difficulties.

5. VICE-PRESIDENT'S REPORT

5.1. **Membership:** P. Zoberman emailed a call to former members to return, the message was co-drafted by other members of the executive, and this was met with some success and positive feedback.

5.2. **Executive business:** P. Zoberman continued to participate in ongoing email discussion with other members of the executive

5.3. **Poster:** A new poster was developed for the CSSR. The artist donated his image to us for this purpose.

5.4. **Conclusion:** Applause.

6. SECRETARY-TREASURER'S REPORT: posted on the CSSR Website along with the minutes.

6.1. **Financial statements:** See the end of this document.

6.2. **Conclusion:** No discussion was desired. Applause.

7. **WEBMASTER'S REPORT:** posted on the CSSR Website along with the minutes.

7.1. Proposed launch of a Members' Site

- 7.1.1. **Discussion:** Would offer ability for members to send an email instantly to all other members. Provides a more secure place to keep our membership list and self-managed member profiles. Webmaster has to add/remove members manually, and we have to trust one another regarding privacy and copyright on the materials shared there. Not a way of adding value to membership or building membership. Whether it is worth the webmaster's time to launch and manage or not.
- 7.1.2. **Motion:** that we launch a beta private site/forum for members only in order to test how useful it would be for our organization and members. **Moved:** T. Smith / D. Beard. All in favor. Carried.

7.2. Online payments on the website

- 7.2.1. **Motion:** that we set up a contract with PayPal to set up online payments for membership, and that the CSSR absorb the transaction fee, and that we reassess the success of this system at the 2014 AGM. **Moved:** T. Smith / B. Urquhart. Carried.

- 7.3. **Conclusion:** J. Wills commended T. Smith for her work as webmaster. Applause.

8. RHETOR UPDATES

- 8.1. J. Wills delivered this report on behalf of R. Carruthers Den Hoed, who wrote the report but was unable to attend the conference.
- 8.2. **Volume 5:** 14 articles were submitted, 6 were accepted. As of the end of May, 5 have been revised and resubmitted and are ready to go, and we are awaiting the 6th article. The next issue should be published at the end of the summer.
- 8.3. **French translators needed for volume introductions:** For 2011 and the current volume. We only translate the introduction. Whether we need an editor's introduction. Cost. We will continue to pay for translation if necessary as part of the usual fees of producing the journal. (No formal motion was made.)
- 8.4. **EBSCO indexing.** Need to communicate with EBSCO about any updates or changes to the way our volumes are indexed; one volume seems to be missing from EBSCO.

9. NOMINATIONS AND ELECTIONS

- 9.1. **Secretary-Treasurer 2013-2015.** T. Smith only served 2012-13 to replace S. Pender. Normally a 2 year position, within an 8 year term on the executive. Process of nomination was discussed; nominations should be made before the AGM. Need to have a French speaker on the executive, but banking must be handled by executive members who reside in Canada. Member at Large (1 year term) could be a French speaker if there is no bilingual/French speaker on the executive.
- 9.1.1. **Acclaimed:** John Moffatt
- 9.2. **Member at large 2013-2015**
- 9.2.1. **Acclaimed:** Burton Urquhart
- 9.3. **Advisory Committee:** need to replace two members ending their 2 year term this year, and a new student member to serve a 1-year term. Continuing members include D. Beard and L. Nicolas. The responsibility of this committee is to vet conference proposals.
- 9.3.1. **Acclaimed:** Randy Harris, Shannon Purves-Smith for 2 year term 2013-15

9.3.2. **Acclaimed:** Monica Brown (Student member) 2013-14

10. OTHER BUSINESS

10.1. **Role of Editorial Board:** Current members until 2014; terms of reference needed.

10.1.1. **Discussion:** Position is a way of honoring members and raising the reputation of the journal. Not necessarily vetting or blind peer reviewing submissions. Consult on the direction of the journal, help promote the journal, etc. The editorial board need not be mentioned in the constitution.

10.1.2. **Motion:** that the journal editor draft a terms of reference for our editorial board, that it be submitted to the membership for an online consultation/vote by July 30, and that we add the editorial board to our journal home page. **Moved:** T. Smith, J. Moffatt. Carried.

10.2. **Support for graduate students:** For students who cannot afford to attend the banquet. Other costs may arise for students who attend our conference. Perhaps this can replace the money for the student paper prize?

10.2.1. **Motion:** that we designate \$200 per year to be used to support graduate student attendees in any way deemed appropriate by the executive. **Moved:** M. Purves-Smith / J. Wills. All in favor. Carried.

11. 2014 CSSR CONFERENCE

11.1. **Motion:** that the CSSR hold the 2014 conference at the CFHSS next year at Brock University in St. Catharines, Ontario. Shannon Purves-Smith / John Moffatt. Carried.

11.2. **CSSR Special Session theme:** The CFHSS Congress theme in 2014 will be "Borders without boundaries."

11.2.1. **Discussion.** Topics suggested included "The Rhetoric of Transgression," "The Limits of Rhetoric," and "Rhetoric and Pedagogy."

11.2.2. **Motion:** the 2013 conference theme shall be The Rhetoric and Transgression (10 votes). These themes were written on the chalkboard. Each member could vote only once. Carried.

12. NEW BUSINESS

12.1. **Archives and archivist**

12.1.1. **Motion:** that we move the discussion of archives and archivists to the executive committee and return to it at the next AGM. Moved by B. Urquhart. Seconded by all. Carried.

12.2. **Membership vs. Registration fees.** Confusion always arises between the association fee paid online when registering for the CFHSS Congress, and the membership fee that is paid separately. Need to communicate more clearly to our members that these are separate fees.

12.2.1. **Motion:** that once proposals have been accepted, the secretary-treasurer send a reminder of these two fees to all members of the CSSR.

12.3. **Banquet fees.** A member asked whether it could be possible for the banquet fee be part of the registration or membership for the CSSR so that it is easier to claim to universities as an eligible expense. It was suggested that members could request a single receipt including the banquet when paying for membership. The executive will take this on advisement.

13. ADJOURNMENT OF MEETING

CSSR FINANCIAL STATEMENT/ÉTATS FINANCIERS 2011-2012

| April 31, 2011 to May 31, 2012 | | | | | |
|--------------------------------|---|-----------------|-------------------|-------------------|------------|
| Category | Item | CREDIT | DEBIT | Balance | NOTES |
| Opening Balance | Opening Balance | | | \$1,940.63 | See note 1 |
| Revenues | Memberships & T-shirts | \$ 526.15 | | | See note 2 |
| | EBSCO Royalties | \$ 177.39 | | | |
| Expenditures | Bank fees & overdraft fees | | \$ 128.41 | | See note 3 |
| | Cheque order charge | | \$ 36.00 | | |
| | CFHSS 2011 net conference & membership cost | | \$ 742.29 | | See note 4 |
| | Rhetor copyediting fees | | \$ 400.00 | | |
| Total | | \$703.54 | \$1,306.70 | \$1,337.47 | |

Note 1 As of April 31, 2011 (2011 memberships deposited in late May)

Note 2 20+ regular, 6 student, Tshirts, USD exchange. (We brought in \$720 in membership revenues for the 2011-12 year, but some were paid before May 2011)

Note 3 \$39.90 Stephen's account + \$88.51 regular account including overdraft fees.

Note 4 We paid \$200 to CFHSS in May 2011. The 2011 conference registration fees were only \$20 per person. We collected \$480 from 22 registrants minus \$522.29 in AV and catering costs and student differential fees. This left us with a net loss of \$42.29 that CFHSS billed us for, and then we paid the \$500 CFHSS membership fee.

CSSR FINANCIAL STATEMENT/ÉTATS FINANCIERS 2012-2013

| May 31, 2012 to May 31, 2013 | | | | | | |
|---|---|-------------------|-----------------|-------------------|------------|--|
| Category | Item | CREDIT | DEBIT | Balance | NOTES | |
| Opening Balance | Opening balance | | | \$ 1,337.47 | See note 1 | |
| Revenues | Memberships | \$ 1,070.30 | | | See note 2 | |
| | T-Shirts | \$ 60.00 | | | | |
| | EBSCO Royalties | \$ 419.91 | | | See note 3 | |
| | CFHSS 2012 registration & conference -- net gain | \$ 423.02 | | | See note 4 | |
| Expenditures | Bank fees | | \$ 62.73 | | See note 5 | |
| | Student prize | | \$ 200.00 | | | |
| | Website hosting & domain | | \$ 206.20 | | See note 6 | |
| | Postage & Stationery | | \$ 247.83 | | See note 7 | |
| Total (Known amounts as of Oct 20, 2012) | | \$1,973.23 | \$716.76 | \$2,593.94 | | |
| Note 1 | NET: negative opening balance (499.76) + June transfer \$1837.23 | | | | | |
| Note 2 | 28 regular-2012 @30ea, 3 regular-2013 @40ea, 11 student @10ea, plus USD exchange | | | | | |
| Note 3 | \$140 received in cheques prior to May 2012, not deposited until after conference | | | | | |
| Note 4 | \$423.02 was the net gain from 2012 registration revenues (\$1,440) after subtracting AV and catering costs (\$516.98) and the \$500 CFHSS yearly membership fee. | | | | | |
| Note 5 | \$4.95/mo plus 1 mo overdraft \$3.33 | | | | | |
| Note 6 | pays for hosting to 2015; domain name to 2018 | | | | | |
| Note 7 | Including 2 years' shipping of treasurer documents | | | | | |