

**Conference of Interpreter Trainers
Online Board Meeting (AIM Chat Room)**

Thursday, December 15, 2005

Present: Miner, Farnham, Sheneman, Morrison & Coyer

Absent: Ball, Peterson, Covell & Mills-Stewart

Vacant: Region 3 Representative

President Miner called the meeting to order at: 6:09 PM PST.

Approval of past meeting minutes: November 2005 meeting- passed.

I. Reports

a. President (Miner):

- i. Melissa Smith has agreed to write a position paper about working with colleges to establish baccalaureate program in interpreting. She will have it completed by the end of January for membership input.
- ii. Still need all of director's plan lists so we can share them with all interpreter education grant recipients to see how they can support us in achieving our strategic plan goals.
- iii. Grievance committee chair: we are still in search for someone.
- iv. Spoke with our webmaster about email capabilities of our website. He has agreed to address our concerns by setting up a file repository where Board members can attach files and send emails to the membership.
- v. Have some numbers for convention costs but will e-mail us for an online vote on the final price.
- vi. Appointed Liz Mendoza to be our local convention planner and will invite her to our face-to-face meeting.
- vii. Kellie will keep her membership duties for the time being.
- viii. Discussed action items on her to-do list that need to be done: recruited assistance from the board members to assist with those action items.
- ix. CCIE still needs money for their work and we will find a way to support them. Annette decided to write a letter to Sorenson asking for a donation so the money wouldn't come out of our funds. Representative(s) of Sorenson want to meet with the board and they will be invited to the face-to-face meeting. Sorenson wants to develop a working relationship with CIT and we brainstormed possible ideas. It was agreed that Annette would write the same letter requesting financial support from CSD as well.

b. Treasurer (Farnham):

No report.

c. Secretary (Sheneman):

Updates to the website are being made including posting our award pictures to the front page.

d. Region Representatives

i. Region I (Morrison):

Working on Public Relations and Outreach duties as part of the strategic plan.

- a. Update on Entry to Practice Competencies: Still pending. Suggested to Anna Witter-Merithew to add this to the members only section and add a “teaser” on the front page stating that this information is available only to members. Also suggested that a position paper be written about using the competencies in interpreter training programs.

ii. Region II (Coyer):

Followed up on the meeting with RID’s Certification Council regarding accreditation associations. She found a list of accreditation associations for colleges, universities and vocational schools and sent the list to Jimmy Beldon and Annette.

II. New Business

- a. Farnham moved that we pay our webmaster \$400 to make the necessary improvements to our e-mail capabilities on the website.

Motion seconded and passed.

- b. Morrison moved that we notify CCIE that we would support them in their project but we cannot make any financial commitments until we get funding from outside sources.

Motion seconded and passed.

- c. Sheneman moved that we approve the revised CIT Board policy regarding financing CIT board members’ travel expenses to other organizations’ conventions for the purpose of doing CIT-related business.

Motion seconded and passed.

Action Item: The policy will be posted on the website in the Documents & Forms section.

III. Announcements

Reminder: Next meeting is January 23rd.

Meeting adjourned at 7:53PM PST.