

Minutes of the Committee Meeting of the Association for  
Literary and Linguistic Computing, held at Georgetown  
University, Washington DC, 15 June, 1993, 1630hrs

Present: Lou Burnard, Christian Delcourt, Gordon Dixon, Paul Fortier, Susan Hockey (Chairman), Nancy Ide, Ian Lancashire, John Roper (Treasurer), Helmut Schanze and Antonio Zampolli.

Apologies for absence were received from Gunnel Engwall and Tom Corns (Secretary). In the Secretary's absence, Gordon Dixon took the minutes.

1. Minutes of the Last Meeting

The Minutes of the 1992 meeting at Christ Church, Oxford, were accepted.

2. Matters Arising

Ian Lancashire reported that discussions about the future of the Humanities Computing Yearbook were ongoing. The title may change to Humanities Computing Review.

3. Chairman's Report

The Chairman reported that Lou Burnard had been re-elected to the Committee.

4. Treasurer's Report

The Treasurer presented his report which indicated that an already healthy balance had increased over the year by nearly £4,000. He also drew attention to the changes in the UK law for charitable institutions and listed the implications for the Association.

He had already taken action to comply with the new Charities Act.

The Treasurer was thanked for his careful handling of the ALLC financial affairs.

5. Secretary's Report

The Secretary's report was presented. It highlighted a problem in the size of the Committee as set out in the Constitution. Whilst there was a need for a stable membership, the retirement rule for elected members could adversely affect membership numbers. Two strategies to overcome the present problem were proposed.

In the following discussion it was recommended that the problem could be resolved over the next two to three years. The committee could stabilize at nine elected members, plus the three officers and ex officio, the Editor of Literary and Linguistic Computing. The aim would be to elect three members in any one year to achieve steady rotation. To achieve this, in 1994 three people would be elected for three years and one for two years.

Lou Burnard was elected for three years from 1993. Helmut Schanze and Nancy Ide retired and were co-opted for one year, nem con.

## 6. Election of Officers

Professor Zampolli took the chair. The current officers were re-elected and Susan Hockey resumed the chair.

## 7. Publications

The Editor of Literary and Linguistic Computing presented his report. He drew attention to the negotiated annual arrangements with Oxford University Press over publication schedules, the number of editorial pages and publicity. All schedules had been met on time. Other activities had included establishing the annual budget with OUP, subscription details, advertising, exchanges with other learned journals and aspects of production. He then discussed the role of the 50 Representatives whose task it is to publicize the Association and to provide reports on their specific areas. The Committee gave advice on the current five vacancies. The editor was warmly thanked for his contribution.

The editors of Research in Humanities Computing, Susan Hockey and Nancy Ide, reported that the first of the book of conference papers had been published, the second was due soon, and numbers three and four were with OUP. The delays were due to many factors, including illustrations not being of camera ready quality and a lot of work being required in copy editing. The papers were initially selected on the basis of the conference abstract and presentation. English was not the native language of some of the authors and some had not followed the stylesheet instructions. Several papers had missing references and there had been delays in correspondence with authors.

Concern was expressed about delays which suggested that the arrangements as set up were not sufficient. A delay of one year is acceptable, longer is not. A strong suggestion was made that the local organiser should be more closely involved in the editing process.

## 8. Conference arrangements

ALLC-ACH conference arrangements for 1994 at the Sorbonne, Paris, were discussed. Christian Delcourt would be the Programme Chair for this conference which would take place on 19-23 April. The dates were said to fit in well with European holidays. Papers would be accepted in English and French, and on this occasion two publications were proposed: Research in Humanities Computing and TAI (in French). The conference fee would be approximately US \$100, and charge-free bank to bank exchanges could be arranged.

The 1995 ACH-ALLC conference would take place in Santa Barbara, California, towards the end of June.

It was noted that John Dawson had offered Cambridge, England for

the year 2000.

It was reported that proposals for revisions of the protocol between ACH and ALLC for the organisation of future conferences had been discussed at an ad hoc meeting at Oxford in 1992.

These proposals were discussed further, and further revisions suggested. The major points discussed were

(1) the constitution of the Programme Committee and rotation of members

(2) whether members of the Programme Committee should be excluded from submitting papers and whether this exclusion should extend to panel participation.

It was noted that any revisions to the document must also be approved by ACH.

#### **9. Text Encoding Initiative**

Lou Burnard reported that eleven fascicles of the second draft of the TEI Guidelines had been published electronically. The final review meeting of this phase of the TEI had been held in Oxford in May. There will be a meeting of the Advisory Board in Chicago at the end of June. Final publication of the reference specification of this version is now scheduled for autumn 1993. A tutorial and casebook are also planned.

#### **10. Any Other Business**

The Chairman reported that she had recently learned from John Dawson of the death of Jim Joyce, a former member of the ALLC Committee.