

## Minutes - LTD annual, Nov. 6, 2015, 12:30-1pm, Miami

Officers present: Matt Griffin (Administrator 2016-17), Percy Balemans (Assistant Administrator 2016-17), Jose Palomares (outgoing admin)

The new administrators were announced and set about making plans with attendees for the coming year, with the objective of making the Language Technology Division the go-to place for questions and information about language-related technologies.

Matt explained the core services of the divisions according to the ATA – and the process for forming a leadership council:

- Professional interaction and networking
- Mentoring and support
- A regular publication (newsletter and/or blog)
- Educational sessions at the ATA Annual Conference
- Website
- An online email group or forum (listserv such as the Yahoo group)
- Other continuing education events outside of the ATA Annual Conference can include webinars and division participation in regional events organized by chapters
- The divisions also represent members' interests for ATA headquarters and Board of Directors (Division Handbook 2015, p. 12, [http://atanet.org/divisions/divisions\\_handbook.pdf](http://atanet.org/divisions/divisions_handbook.pdf))

Next, Percy explained the various roles typically found in divisions and invited volunteers to help the division run its main channels, which include:

- division website,
- newsletter/blog,
- listserv,
- social media,
- conference sessions/speakers, and
- potentially other events and activities

This was followed by an open discussion on member needs and challenges: What do members expect from the division? Some of the topics raised include:

- The need to focus on providing members (and clients) with information about data security
- Contact Chamber of Commerce in SF
- Connect with the ATA's toolbar
- Focus on including OCR and DTP presentations at the annual conference
- Develop a mentoring program to help translators work with CAT tools
- Leverage AMTA contacts
- Also discussed were potential speakers for ATA57 in SF.

Lastly, all division members were invited to participate in its activities and planning for the next conference. What would you like to see the LTD focus on? Would you like to get involved? We are looking for writers, bloggers and editors to help the ATA get the message out to clients that translation and interpretation professionals are also the specialists for language technology.

Send your ideas to the [divisionLTD@atanet.org](mailto:divisionLTD@atanet.org) (or the NEW EMAIL ADDRESS FOR THE DIV ADMINS [ata.langtech@gmail.com](mailto:ata.langtech@gmail.com)).

Meeting was adjourned.

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