



**The Ohio Foreign Language Association
2015 Annual Report
President Elect**

I began my work as Executive Vice President in the Spring 2014 by attending the Budget meeting immediately following the Ohio Foreign Language Association 2014 conference. I continued this work by communicating and meeting with Sarah Shackelford, Central States Conference on the Teaching of Foreign Languages Program Chair and Director, at various points during the Summer 2014. Sarah and I met to discuss keynote speakers and timelines for the 2016 conference.

As the academic year began, I attended the retreat and all regular Ohio Foreign Language Association Board meetings in October, January, and March. I submitted an electronic report for each of these meetings detailing the work completed prior to the meeting. At the August retreat I met with Teri Wiechart and Richard Emch to discuss awards committee and timelines. At the October retreat I encouraged all members to submit award nominations as well as to encourage colleagues to submit nominations. During the January regular Board meeting, I presented the award winners to the voting members for their approval. At the March meeting I presented the video we used to advertise the Ohio location for the 2016 Central States Conference on the Teaching of Foreign Languages.

Throughout the academic year, I regularly communicated with Teri Wiechart, Richard Emch, and Lucas Hoffman regarding issues that required consultation. We discussed ways to encourage more awards submissions, board elections, committee chairs needed, the eventmobi application, and any other issue that required our attention and action. Moreover, during the academic year, I also attended several conferences and represented Ohio. I attended the American Council on the Teaching of Foreign Languages as well as the Central States Conferences on the Teaching of Foreign Languages. At these conferences, I met with Patrick T. Raven, Executive Director of the Central States Conference on the Teaching of Foreign Languages, and Sarah Shackelford to discuss the 2016 joint conference in Ohio. I also interviewed Minnesota representatives and I sought advice on running a successful booth and conference.

One essential for the Executive President is to oversee the awards process. For this task, I selected a committee made up of Ohio Foreign Language Association members who have experience with awards as well as with best practices of teaching around the state. I assembled a committee of four members representing various parts of the state, various stages of teaching, and various areas of expertise. Once the committee was established, I advertised the awards submission process using the listserv, the facebook page, and members of the Board to reach to others in their areas. I collected all award submissions, ensured these submissions were complete, created a secure website to house these submissions, and distributed the submissions to the committee. The committee read each submission and voted for each category. Once the winners were identified, I notified the winners, the nominator and I copied each winner's

principal on the congratulatory email. I then began collecting biographical information and pictures of each winner. I created the Awards program, ordered the awards, created the poster and wrote the presentation for the Awards program.

Another central task for the Executive Vice president this particular year was the planning of the Central States Conference on the Teaching of Foreign Languages. For this responsibility, I met and communicated both with Patrick Raven and Sarah Shackelford, I helped Sarah organize the booth used to advertise Ohio at the 2015 Central States Conference, organized the booth volunteers, requested materials to be used to be advertise the state of Ohio, worked with the Technology Committee to create a video advertising Ohio, presented the video at the Advisory Council meeting, attended CS dinner, and consulted with the Minnesota president. In the meantime, I continued to work with Richard Emch, Teri Wiechart, and Lucas Hoffman on this year's Annual Conference in my capacity as a member of the Conference Committee.

Respectfully Submitted,

Martha Castaneda

Martha Castañeda, President Elect

April 2, 2015