

**Atlantic Provinces Association of Continuing University Education  
APACUE Executive Meeting**

**Minutes for September 17, 2008**

The first APACUE executive meeting of the 2008-09 year was held on September 17<sup>th</sup> 2008 at 2:00PM. The meeting was held through Elluminate technology.

Present: Stefani Woods, Betty MacDonald, Isabelle Christian, Harvey Goldie, Cindy Etheridge, James Cameron, Heather Patterson

Missing: Patsy MacDonald; Philip Longmire; Elaine Healey

**1. Approval of Agenda**

Harvey Goldie moved the approval of the agenda, seconded by Heather Patterson

**2. Approval of Minutes**

Minutes of the March 20, 2008 meeting could not be located. These will be on the agenda for approval in October.

**3. Business Arising**

No business arising

**4. President's Report**

President Stefani welcomed the new executive. She gave an overview of the Spring Forum, identifying the value in having Paul Zacos as guest speaker, with strategies for becoming an adult-friendly institution. UNB was a well-organized and welcoming host, and thanks goes out to the team there. Moving into Fall, initiatives include offering professional development short course opportunities for APACUE members; administering the Joyce Kennedy Award, and planning the 09 Spring Forum. Professional development efforts will be guided by the results of a needs survey conducted by Carol Sparkes in 2008.

**5. Treasurer's Report**

Cindy Ethridge reported that the main accounting activities arose from the Spring Forum 08. The September bank statements are not yet available, but when they come they will reflect a reimbursement of \$1370.00 from the Adult Learning Knowledge Centre (ALKC), to cover expenditures to bring Paul Zacos to Fredericton. This amount was paid by APACUE and claimed by submitting expenditure statements to the ALKC. Cindy also reported that the Forum generated \$925.00 in revenue to APACUE. A motion to accept the Treasurer's report was made by Harvey Goldie, and seconded by Heather Patterson.

**6. Joyce Kennedy Awards**

The meeting reviewed the milestone dates for applications with October 31 as the date

for receipt, and December 12 as date for winner notification. Other details available on the web site, and to be posted again to the APACUE list serv. Regarding date changes: This year the date for receipt was moved from October 1 to October 31, to give more time to disseminate information, and for students to prepare applications. Discussion was held on the merits of moving this date permanently. The consensus was that a static date of October 31 was desirable. If this falls on a weekend, applications will be accepted until the end of the next working day. The Executive would like to see the remaining posters used, with adjustments to the printed date, since they are attractive and bilingual. Elaine Healey chairs the Joyce Kennedy Award Committee. Harvey will check to confirm that other committee members are Betty MacDonald and Heather Patterson.

### **Membership**

Harvey to provide a status update next meeting. Last year inactive institutions were removed from the mailing lists and member accesses. The institutions were approached about renewing membership and becoming more active in APACUE, and more effort will be put into building relationships and memberships. Betty, as CAUCE board member offered to collaborate in this effort. (Speaking for CAUCE Betty also reported that the organization is seeking ideas for research, and journal articles profiling returning adult learners).

### **Spring Forum 2009 and VP resignation**

Julia Lindsay has resigned as VP APACUE, due to acceptance of new employment. This position has to be filled. A short-term solution is to identify someone who will accept the role for the 08-09 year. A long-term solution is to identify someone who will adopt the role with the expectation that it eventually and normally leads to the President's post. One unknown is what Carol Sparkes' plans may be when she returns from PhD studies. Stefani invited the Executive to consider stepping into the VP role. She will also post the vacancy to the web site.

The Spring Forum 2009 is scheduled for Julia Lindsay's former "home" at NSAC. We need to confirm NSAC's capacity to continue as host, and to identify a new Member at Large.

### **Monthly Meetings**

Consensus is that 3<sup>rd</sup> Thursdays at 2:00PM is a suitable time to meet. Stefani has already circulated those dates in September, by email.

### **Adjournment**

Motion by Harvey Goldie

Next meeting: Thursday October 17<sup>th</sup> at 2:00 PM.