

Minutes of Annual Meeting Atlantic Provinces Association of Continuing University Education

April 24, 2009

The APACUE Board met as part of the agenda of the Annual Forum held April 23 and 24, 2009 at the Nova Scotia Agricultural College, Truro NS

Present: Stefani Woods (SMU), Harvey Goldie (St. F.X.), Patsy MacDonald(St. F.X.), Heather Patterson, Philip Longmire (Acadia), Isabelle Christian (UPEI), Betty MacDonald(SMU), Sarah MacDonald (NSAC), Jennifer Webb (MSVU), Ellen Stewart (UNB), Karen Dempsey(UPEI), Lorna Campbell (UNB), Elaine Healey (MUN), Mary Mac Innis (St. F.X.), Wendy Kraglund-Gauthier (St. F.X.), Wilfrid Bean (guest)

1. Adoption of the Agenda

Agenda adopted by Heather Patterson and seconded by Lorna Campbell .

2. Approval of the Minutes

The minutes of the 2008 Annual meeting were circulated and approved, moved by Harvey Goldie and seconded by Elaine Healey.

3. Business Arising: Reports of the Executive and Committees were delivered as follows:

President Report

Ebb and flow. And this year was no exception. Last year, Carol Sparks was the incoming President before she was accepted into the PhD program. In her place, I was honored to serve as your President for 2008-2009 and work with the Executive Committee on behalf of the APACUE membership. I'd like to recognize and thank the members of the Executive for their exceptional commitment, time and contribution over the past year.

Past-President:	Harvey Goldie, St. Francis Xavier University
Vice-President:	Julia Lindsay, Nova Scotia Agricultural College
Secretary:	Isabel Christian, University of Prince Edward Island
Treasurer:	Cindy Etheridge, University of New Brunswick
Members-at-large:	Patsy MacDonald, St. Francis Xavier University Philip Longmire, Acadia University Elaine Healey, Memorial University Heather Patterson, Mount Allison University James Cameron, St. Francis Xavier University (webmaster)
CAUCE Liaison:	Betty MacDonald

The Executive met once a month online using Elluminate Live to facilitate each meeting.

Meetings provided an opportunity to share information and to carry out essential organizational

operations. During the year, the economy bottomed out and it affected our Executive. Julia Lindsay, Vice President, NSAC, Cindy Etheridge, Treasurer, UNB, and James Cameron, Webmaster, St. F. X. resigned their Executive positions. The Vice President and Webmaster positions were not filled. The Treasurer position was immediately filled by Ellen Stewart, UNB. I want to thank Ellen for stepping in and taking on the demands of Treasurer during such a busy time. I also want to thank Harvey Goldie for his mentoring, encouragement, and playing multiple roles throughout the changes in the Executive.

In 2008-09, there were two initiatives: 1) to implement a regular scheduled professional development program, and 2) to increase membership. In 2008 members of APACUE participated in a short survey to indicate interest in attending short professional development sessions online. The results of the professional development survey were positive and posted to the APACUE website. There was great interest in short sessions using different types of technologies, approaches, and practices to facilitate administrative and work tasks. This initiative was shelved. The second initiative slowly evolved over the year. The College of Continuing Education at Dalhousie University became members of APACUE after a hiatus. We were delighted to receive their membership and look forward their active participation in APACUE. This year APACUE faced challenges with regards to its mandate. Disseminating information and participation from the membership were limited to the Joyce Kennedy Adult Learner Award Committee and the Spring Forum Committee. There have been retirements, resignations, and new staff hires within many of the Continuing Education Units. For that reason, APACUE membership has many new names. There is an opportunity and a need to promote APACUE awareness to the new directors and staff around the region. Likewise, there is an opportunity and a need to encourage APACUE participation through networking and professional development opportunities within the region and with our CAUCE affiliate. In doing so, institutions can focus on disseminating new initiatives, new programs, and new technologies through the APACUE network and working groups.

I want to acknowledge Judith Potter and Jackie Clements who were long standing members of APACUE and have moved on from their institutions. Judith Potter has advanced her career and Jackie Clements has retired from the Nova Scotia College of Art and Design.

In closing, I want to thank Elaine Healey, Betty MacDonald, and Mary McInnis for taking on the difficult task of selecting the winners for the Joyce Kennedy Adult Learner Award. The 2008 winners were Kelly Ann White (University of New Brunswick) and Suzanne Jacob (Dalhousie University). I also want to thank Sarah Macdonald and Tracy Kittilsen, from the Nova Scotia Agricultural College, for picking up the reigns and pushing forward with the planning and hosting of the annual Spring Forum. They did an exceptional job.

I look forward to working with the new Executive as President as we advance APACUE's mandate in 2009-2010.

Respectfully submitted,
Stefani Woods

Treasurer's Report

APACUE
Financial Statement
For the Period Ending
28-Feb-09

BALANCE SHEET

ASSETS TOTAL	GIC Cash Outstanding	6,075.82		
ASSETS	Deposit	8,077.50 -		
				14,153.32
LIABILITIES	Accounts Payable:			
		-		
TOTAL LIABILITIES			-	
EQUITY TOTAL	Retained Earnings	14,153.32		
EQUITY TOTAL				
LIABILITY & EQUITY				14,153.32
				14,153.32

INCOME STATEMENT

			MONTHLY	YTD
REVENUE				
	Interest Memberships:	1.06		
	NSCAD	80.00		
TOTAL REVENUE			81.06	3,384.77
EXPENSES	chk 133 - Domain name	14.14		
		--		
TOTAL EXPENSES			14.14	2,795.52
Surplus/(Deficit)			66.92	589.25

CAUCE Report

Betty MacDonald reported that almost all Atlantic Universities belong to CAUCE, which has approximately 50 member institutions. CAUCE president Andy Cochrane (Dalhousie) has focused his leadership on collaboration among partner universities in joint programming, and research. The theme of the 2009 CAUCE Conference is *Inspiring Possibilities-the Transformative Role of Continuing Education*. CAUCE hosts have been identified for the next few years, with UNB hosting in 2010 and St. Mary's University hosting in 2014. Betty highlighted four research projects sponsored by CAUCE this year, in areas of continuing education and tele-health nursing, culture in language instruction, mature workers, and ESL learning communities. The incoming president of CAUCE is Tracey Taylor-O'Reilly of McMaster University. Philip Longmire moved the approval of the CAUCE report, seconded by Mary Mac Innis

4. New Business

Officers for 2009-2010: The Nominating Committee presented its recommendations for APACUE leadership for the coming year:

Past President	Harvey Goldie
President	Stefani Woods
Vice-President	Elaine Healey
Treasurer	Ellen Stewart
Secretary	Heather Patterson
Members at Large	Patsy MacDonald, Philip Longmire, Pierre Clavet, Robert Moffat
CAUCE representative	Betty MacDonald
Webmaster	Carol Sparkes

Acceptance of the report of the Nominating committee was moved by Harvey Goldie, and seconded by Patsy MacDonald.

5. Working Groups and Committees for 2009-2010

Joyce Kennedy Awards

Winners of two \$500.00 scholarships in 2008-09 were Kelly Ann White (UNB) and Suzanne Jacobs- Dalhousie. Elaine Healey will chair this committee, assisted by Betty MacDonald, Karen Dempsey, and Lorna Campbell. This committee will review applications for the 2010 award.

Membership and Communications

This committee's mandate is to communicate with members, identify needs that the Association could serve, and grow the membership. Monitoring a listserv and encouraging membership are key activities. Harvey Goldie(Chair), Carol Sparks (on leave), Sarah MacDonald, and Ellen Stewart will form this committee.

Professional Development

Heather Patterson will Chair, assisted by Stefani Woods and Jennifer Webb. Identifying learning needs and promoting networking among members are key activities for 2009-2010.

Spring Forum 2010

The University of New Brunswick will host the **Canadian Association of Continuing University Education** in APACUE's home territory from June 1st to 4th 2010. Therefore, the program for APACUE's forum can be drawn from the larger conference. Ellen Stewart and Lorna Campbell will be positioned to keep APACUE updated and involved. APACUE should consider naming a liaison with UNB to ensure its own agenda is served. The focus might take the form of a round table as is usually held at the Annual General Meeting.

Discussion was held regarding the Forum for 2011. The organization is seeking a member institution to volunteer as host. The meeting was asked to consider the effects of timing on attendance at the Forum. Significant end of semester wrap up and pre-graduation planning in April affect some members' capacity to come. Fall dates may not be desirable either due to weather, but mid-May to mid -June could hold possibilities. This question was not settled, but was directed to the Communications Committee to bring recommendations to the Board during 2009-2010.

A short discussion was held regarding the idea of renewing the Atlantic Deans and Director's meeting, which has been held in conjunction with the APACUE Forum in years past.

6. Adjournment

With the agenda of the AGM completed, Philip Longmire moved for adjournment.