APACUE Executive Meeting

Minutes of September 22, 2009

Present: Pierre Clavet, Elaine Healey, Patsy MacDonald, Heather Patterson (Secretary), Carol Sparkes, Ellen Stewart, and Stefani Woods (President/Chair)

Regrets received from: Harvey Goldie, Robert Moffat

1. Approval of Agenda

Agenda approval moved by Patsy and seconded by Heather. Stefani welcomed everyone back.

2. Approval of Minutes

Last meeting minutes were not sent to the Executive so they will be dealt with at the October meeting.

3. Business Arising from Spring Forum

The question of the date of the Spring Forum was raised and it was suggested that the date be changed to later in the spring. 4 of 6 members voted to approve. 2010 Spring Forum will be done in conjunction with the CAUCE Spring Conference, scheduled for June 1-4. It was suggested that the Spring Forum be held during the first week of June for future years.

Fall gathering – There was a suggestion that there be a fall get together, much like the former Deans and Directors meetings. The suggestion was made that subject areas be marketing, especially web and international marketing. There was a discussion about who would be invited and it was unanimously agreed that this format be adopted. Sarah Macdonald at NSAC has volunteered to host it. Heather volunteered to help Sarah with the planning. A tentative date of November 6th was suggested at the Spring Forum and it will be passed on to Sarah.

4. President's Report

Stefani welcomed everyone, and noted that Pierre Clavet, Université de Moncton, and Robert Moffat, Dalhousie University, have agreed to join the executive.

There were 24 participants at the Spring Forum. One of the highlights was the talk and discussion given by Wilf Bean on the history of continuing education. A toolbox was developed to help us move forward and achieve our goals over the next few years, such as professional development and new programs regionally.

Andy Cochrane was also present and brought a national perspective to our discussions.

Finally, Stefani extended a big thank-you for Sarah Macdonald and Tracey Kittilsen for doing such a great job pulling the forum together. It was a huge success.

5. Treasurer's Report

Ellen was not able to present the report verbally because of problems with her audio. She did sum up that APACUE has $6075.82 for the GIC and $8420.20 as a bank balance. She will send out the report. Ellen also reported that the GIC matured in September. Stefani reported that the name of a former APACUE president is still on the GIC so Stefani is working with the bank to sort this out. Stefani moved and Patsy seconded the adoption of the Treasurer's Report. Carried.

6. Monthly Meetings, Joyce Kennedy Awards, Fall Gathering, Spring Forum 2009, and Website

It was agreed that we would meet on the third Tuesday of every month at 2:00 pm.

Elaine reported that the Joyce Kennedy Awards are moving along nicely. The website is now updated, the deadline (October 31st) is set for students to apply to their continuing education units, the decisions will be made by mid-November and the date for the announcement is set for December 15th. The chair of this committee is Elaine and the other members are Mary MacInnis, Lorna Campbell and Karen Dempsey.

The fall gathering has already been discussed and decided. Elaine and Stefani agreed to help plan it with Sarah and Heather.

Spring Forum 2010 is planned for Fredericton to coincide with the CAUCE Annual Spring Conference in Fredericton. Ellen will act as the liaison between APACUE and CAUCE. The web address for the conference is http://www.cauce-conference.ca/ Freeman Patterson will be the keynote speaker. Most events will be held at the Delta Hotel. Ellen and Stefani will be on the planning committee for the Spring Forum and others are encouraged to join. It was suggested that only the APACUE AGM be held and it will be on the last day, June 4th. Approved. More details will be posted to the website.

The website - Carol Sparkes has agreed to be our webmaster, Stefani reported and that Carol has done a great job updating it. Carol reported that there is now a section for minutes of meetings. The awards section now includes part winners and the new executive is now listed. Members are encouraged to send Carol any information we have on committees or new programs and to tell her of any errors or omissions. The website is http://www.apacue.ca Carol also thanked Stefani for her leadership.

7. **Adjournment** – it was moved by Elaine and seconded by Patsy that the meeting be adjourned at 11:00 pm.