

APACUE Executive Meeting

Minutes of September 23, 2010

Present: Lorna Campbell, Harvey Goldie, Elaine Healey, Gary Hepburn, Carol Sparkes, and Stefani Woods (President/Chair)

Regrets: Janice Landry, Patsy MacDonald, Heather Patterson, Ellen Stewart, Karen Dempsey

1. Approval of Agenda

Agenda approval moved by Gary and seconded by Carol.

2. Approval of Minutes of March 23, 2010

Approval moved by Harvey and seconded by Gary.

3. Announcements

Robert Moffat has resigned his position on the Executive because he has changed his position at Dalhousie.

4. Treasurer's Report

In Ellen's absence, Stefani reported informally for the Treasurer. Three statements were sent out for our review. Gary moved and Harvey seconded approval of the financial statements.

5. CAUCE Report

The report was submitted by Janice before the meeting and Stefani read it to us. It was a note introducing herself as the Eastern representative and the rest of the 2010/11 CAUCE executive: President, Maureen MacDonald, University of Victoria; President Elect, Harvey King, University of Regina; Past President, Tracey Taylor O'Riley, McMaster University; Secretary Treasurer, Betty MacDonald, SMU; Central Representative Katherine Newell Kelly, University of Waterloo; and Western Representative, Susan Burgess, Simon Fraser University.

CAUCE met on September 16, 2010 and one of the questions that Janice had for us as a result is whether any members of the APACUE units have any concerns regarding the proposed copyright legislation. Please let Janice know if there are any and she will bring it forward to the next meeting of the CAUCE Executive.

The CAUCE President is preparing the calendar for the year and asked the APACUE Executive to let her know the proposed dates for the APACUE spring forum for 2011.

6. **Business Arising from the AGM**

The general meeting voted to purchase an additional GIC. The Treasurer purchased a \$7500 GIC which is locked in for two years. We still have \$7332 cash in hand. The Spring Forum will return to a two day event and may be a means of raising some additional funds.

The Spring Forum 2011 will be at UPEI. Unfortunately, Karen was unable to participate today. It was agreed that the Spring Forum should not overlap with CAUCE annual conference, which is the first week of June (5th to 8th). After some discussion, it was decided to poll the members via the listserv regarding the preferred date for the APACUE annual meeting. Members will be given only three possible choices (May 26 & 27, June 2 & 3, or June 16 & 17).

The next item which arose at the AGM is the membership of the four subcommittees which were reviewed. The first is the Joyce Kennedy Adult Learners Award Committee. Elaine Healey is chairing the committee and Mary MacInnis and Lorna Campbell have volunteered to serve on it. Elaine suggested that four members would be ideal. Elaine will try to find a fourth member. The Membership Committee is chaired by Harvey Goldie and Robert and Trevor volunteered to serve, but Robert has left the executive so will no longer be on the committee. The Professional Development Committee is chaired by Stefani. Carol is also a member and they are looking for suggestions on ideas for sessions. Harvey reminded us that we do have some funds that could be used for these sessions. Amy **Clausen** from Emily Carr University made a presentation at CAUCE and Harvey discussed with her the possibility of making a presentation to CAUCE. While, she does charge for this, she might be someone we would want to consider for a one hour presentation on Elluminate Live. Harvey will follow up with her. Stefani raised the question of trying another Deans & Directors session this fall. Elaine suggested that we need to engage the Deans and Directors in this discussion. Stefani will work with Karen and Laura to consult the D & D group. The final committee is the Spring Forum Committee. Harvey and Karen are both on that committee. This committee would welcome ideas for sessions from the membership. Stefani agreed to help as well.

7. **New Business**

People were asked about new programs at member institutions. Gary reported that at Acadia most of their programs are credit and non-credit and they are having a bit of a downturn in their professional development programs. Their big development is the growth in their English for academic purposes program. They are dabbling with a few new technology items, including webcasting programs. The EAP is mostly for students who have been admitted, but whose English language skills are insufficient. The programs are offered four times a year. Elaine reported “we’ve moved (finally) to our new location at Spencer Hall, we’ve introduced a new registration system (LUMENS), and opened a new Testing Centre with Thomson-Prometric and Pearson as partners - registration for non-credit is a little lower than usual.” She reported that they are very

happy with the new system and that it will take away much of the repetitive logistical work. It is from LERN. Harvey reported that non-credit is down a bit but the credit courses seem to be up, particularly with their own students. He also reported that there still are challenges regarding where Continuing Education fits within the institution particularly among senior administration but faculty, too. Stefani, Gary, and Lorna reported that this is a struggle at their universities, too. It was suggested that it is a communication and relationship building struggle. Carol reported that for distance learning at MSVU the enrolment is up slightly. She reported that more courses are moving to Elluminate Live and that presents its own challenges. They had an interesting faculty day on service learning which took advantage of their community garden on campus. Their continuing education element is decreasing. Stefani reported that at SMU there is a trend within the university that seems to be a merging of the various parts of the unit. For example, they have created a non-credit university preparatory biology course taught by extension but through Blackboard. They also have blended learning which is a bit different than the on-campus blended courses because they have students at a distance. They use a combination of face to face and Elluminate but the latter is used all the time because the distance students cannot be there for the face to face.

Joyce Kennedy Award – the 2010 application form is on the APACUE webpage and the application has been sent out today on the Listserv. The deadline for applications is October 31. Members were asked to refer potential students to the website or to give them the form. Stefani would be happy to send the posters out to anyone who would like to have them. Elaine will send out a reminder e-mail.

Executive meetings – it was agreed that we would meet every third Tuesday. So the next meeting is October 19th at 2:00 pm Atlantic time and 2:30 pm Newfoundland time.

Harvey moved and Elaine seconded adjournment at 3:10 pm.