

## **Annual General Meeting Agenda 15 May 2012 Canadian Network for Innovation in Education**

1. Adoption of Agenda
2. Approval of the Minutes of the 2011 Annual General Meeting
3. Business Arising from Minutes
4. President's Report [**Lorraine Carter**]
5. Secretary-Treasurer's Report [**Sandy Hughes**]
  - 5.1 Audit (2010-2011)
  - 5.2 Appointment of auditors
  - 5.3 Budget
  - 5.4 Membership Figures
6. Reports/Business from Committees (Oral)
  - 6.1 Nominations/Elections [**Maria Chow**]
  - 6.2 Pro-D [**Lorraine Carter**]
  - 6.3 Awards of Excellence [**Helena Fehr**]
  - 6.4 Membership [**Bill Fricker**]
  - 6.5 *Journal of Distance Education* [**Mark Bullen**]
  - 6.6 *Canadian Journal of Learning and Technology* [**Heather Kanuka**]
7. Welcome from Incoming President [**Krista Francis-Poscente**]
8. New Business
9. Adjournment



**CNIE RCIÉ**

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l'innovation en éducation

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**Minutes of the Annual General Meeting  
McMaster University, Hamilton, Ontario  
May 17, 2011**

**Present:**

CNIE members attending the 2011 Annual Conference at McMaster University, Hamilton, Ontario (50+ attendees)

**Officers:**

Maria Chow (President), Lorraine Carter (Vice-President), Maureen Baron (Past President), and Bettina Brockerhoff-Macdonald (Secretary-Treasurer)

**Directors:**

Helena Fehr (Media Production),

**Regrets:**

Suzanne Lapointe (Distance and Open Education), Christina Rogoza (Applied Technology), Tim Howard (Director of Administration)

**Welcome and Call to Order**

Maria Chow, President of CNIE-RCIÉ welcomed all delegates to the Annual General Meeting.

**1. Adoption of the Agenda**

**Motion:** To adopt the agenda.

**Moved by David Kidney / Seconded by Maureen Baron (CARRIED)**

**2. Approval of the Minutes of the 2010 CNIE AGM**

**Motion:** To approve the minutes of the 2010 CNIE AGM

**Moved by Moira Morrison / Seconded by Helena Fehr (CARRIED)**

**3. Business Arising from the Minutes.**

Nothing to report.

**4. President's Report**

Maria Chow highlighted the points raised in her report, particularly the fact the CNIE-RCIÉ is thinking of going green in 2012 and holding a virtual conference. She also reviewed the Three-Year Plan as presented and urged members to become involved in sign up for action items.

**5. Secretary-Treasurer's Report**

**5.1 Audit (2009-2010)**

**Motion:** To approve the 2009-2010 CNIE Audit.

**Moved by David Macdonald / Seconded by Moira Morrison (CARRIED)**

**5.2 Appointment of Auditors**

**Motion:** To appoint McCay, Duff and Company as the organization's auditors for 2011-2012.

**Moved by Lorraine Carter / Seconded by Denise Nelson (CARRIED)**

**5.3 Approval of the Budget**

**Motion:** To approve the 2011-2012 Budget as distributed.

**Moved by Rory McGreal / Seconded by Lorraine Carter (CARRIED)**

#### **5.4 Membership Figures**

Membership figures are going down even further because of the severe budget cuts facing all educational institutions. Furthermore, some of the figures in the budget will be reviewed and most likely be downsized upon consultation by the Board with various stakeholders.

### **6. Reports/Business from Committees**

#### **7.1 Nominations/Elections**

- call for nominations went out in late 2010 and the Board ratified the slate of candidates on February 10, 2011 as all elections were by acclamation.
- Liam Rourke was elected by acclamation as President-Elect
- Lorraine Carter succeeds Maria Chow as President
- Patrick Lyons (Carleton University) was elected by acclamation as Director – Policy and Administration

#### **2011-2012 Board of Directors**

Lorraine Carter (President)

Liam Rourke (President Elect)

Bettina Brockerhoff-Macdonald (Secretary-Treasurer)

Helena Fehr (Media Production and Distribution)

Suzanne Lapointe (Distance and Open Education)

Patrick Lyons (Policy and Administration)

Christina Rogoza (Educational Technology)

Vacant (Research)

**Motion:** To accept the Nominations Report as presented.

**Moved by Maureen Baron / Seconded by Marc Imbeau (CARRIED)**

#### **6.2 Pro-D**

CIDER events will continued to be offered to members. There will also be more collaboration with CAUCE in offering Pro-D events to CNIE members.

#### **6.3 Awards of Excellence**

Nothing further to add to the report.

#### **6.4 *Journal of Distance Education***

Nothing further to add to the report.

#### **6.5 *Canadian Journal of Learning and Technology***

Nothing further to add to the report.

### **7. Welcome from Incoming President**

Because of the lack of time, Lorraine Carter did not hold a formal welcome address.

### **8. New Business**

There was no new business.

### **9. Adjournment**

Moved by Lorraine Carter at 1:35 p.m. (local time).

**PROPOSED CNIE BUDGET**  
**BUDGET PROPOSÉ DU RCIÉ**  
**1 October 2012 - 30 September 2013**  
**du 1er octobre 2012 au 30 septembre 2013**

	2012 - 2013 Budget	2011 - 2012 Estimate	2011 - 2012 Budget	2010 - 2011 Actual	2010 - 2011 Budget
	Budget	Estimation	Budget	Réel	Budget
<b>Revenue / Revenus</b>					
Membership fees / Cotisation des membres	\$ 35,000	\$ 35,000	\$ 35,000	\$ 31,875	\$ 60,000
Interest income and exchange / Intérêts bancaires et échange	\$ -	\$ -	\$ -	\$ 362	\$ -
JDE / RÉD	\$ 800	\$ 800	\$ 1,000	\$ 864	\$ 1,000
CJLT / RCAT	\$ 500	\$ 500	\$ 1,000	\$ 327	\$ 200
Pro-D Workshops / Ateliers P-pro	\$ -	\$ -	\$ -	\$ -	\$ -
Conference / Congrès	\$ 40,000	\$ 40,000	\$ 10,000	\$ 48,761	\$ 200,000
Awards / Prix	\$ 950	\$ 950	\$ 2,000	\$ 1,650	\$ 1,200
Graduate Research Stipend / Allocation de recherche pour les diplômés	\$ -	\$ -	\$ -	\$ 1,100	\$ 1,100
Miscellaneous / Divers	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL</b>	<b>\$ 77,250</b>	<b>\$ 77,250</b>	<b>\$ 49,000</b>	<b>\$ 84,939</b>	<b>\$ 263,500</b>
<b>Expenses / Dépenses</b>					
<u>Programmes and publications / Programmes et publications</u>					
Conference / Congrès	\$ 30,000	\$ 30,000	\$ 5,000	\$ 41,510	\$ 190,000
Awards / Prix	\$ 500	\$ 500	\$ 1,200	\$ 1,004	\$ 1,200
Graduate Research Stipend / Allocation de recherche pour les diplômés	\$ -	\$ 500	\$ -	\$ 1,100	\$ 1,100
Support to AMTEC Trust / Soutien au Fiducie de l'AMTEC	\$ 1,750	\$ 1,750	\$ 1,750	\$ 1,594	\$ 3,000
Pro-d Workshops / Ateliers P-pro	\$ -	\$ -	\$ 500	\$ -	\$ 700
JDE / RÉD	\$ 2,000	\$ 2,000	\$ 3,200	\$ 2,400	\$ 1,200
CJLT / RCAT	\$ 2,000	\$ 2,000	\$ 4,000	\$ 2,616	\$ 4,000
Web site / Site Web	\$ 400	\$ 400	\$ 400	\$ 1,550	\$ 5,000
Annual report / Rapport annuel	\$ 800	\$ 800	\$ 1,200	\$ 775	\$ 1,200
<b>SUBTOTAL / SOUS-TOTAL</b>	<b>\$ 37,450</b>	<b>\$ 37,950</b>	<b>\$ 17,250</b>	<b>\$ 52,549</b>	<b>\$ 207,400</b>
<u>Administration</u>					
Secretariat / Secrétariat	\$ 32,000	\$ 32,000	\$ 32,000	\$ 32,000	\$ 32,000
Advertising & promotion / Publicité et promotion	\$ 100	\$ 100	\$ 100	\$ -	\$ 100
Legal & Audit / Services légaux et de vérification	\$ 3,500	\$ 3,500	\$ 3,500	\$ 3,100	\$ 3,500
Insurance / Assurance	\$ 2,000	\$ 2,000	\$ 2,000	\$ 1,988	\$ 2,600
Financial service charges / Frais bancaires	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,220	\$ 2,000
Office supplies & Printing / Fournitures de bureau et imprimerie	\$ 200	\$ 200	\$ 500	\$ -	\$ 500
Translation / Traduction	\$ 1,000	\$ 1,000	\$ 1,000	\$ 695	\$ 800
Postage and courier / Courrier et messagerie	\$ 500	\$ 500	\$ 1,000	\$ 32	\$ 1,000
Telephone and facsimile / Téléphone et télécopieur	\$ 150	\$ 150	\$ 150	\$ 128	\$ 300
Board of Directors / Conseil d'administration	\$ 1,000	\$ 1,000	\$ 1,000	\$ 673	\$ 7,000
Standing and Ad hoc Committees / Comités permanents et ad hoc	\$ -	\$ -	\$ -	\$ -	\$ -
Miscellaneous / Divers	\$ -	\$ -	\$ -	\$ 422	\$ -
<b>SUBTOTAL / SOUS-TOTAL</b>	<b>\$ 42,450</b>	<b>\$ 42,450</b>	<b>\$ 43,250</b>	<b>\$ 41,258</b>	<b>\$ 49,800</b>
<b>TOTAL</b>	<b>\$ 79,900</b>	<b>\$ 80,400</b>	<b>\$ 60,500</b>	<b>\$ 93,807</b>	<b>\$ 257,200</b>
Excess of revenue over expenses / Excédent du revenu sur les dépenses	-\$ 2,650	-\$ 3,150	-\$ 11,500	-\$ 8,868	\$ 6,300
Surplus, beginning of year (Estimated) / Excédent au début de l'exercice (estimé)	-\$ 22,153	-\$ 19,003	\$ -	-\$ 10,135	-\$ 10,134
Surplus, end of the year / Excédent à la fin de l'exercice	-\$ 24,803	-\$ 22,153	\$ -	-\$ 19,003	-\$ 3,834

	2011-2012*	2010-2011	2009-2010	2008-2009	2007-2008	
Regular	80	85	138	146	154	Titulaire
Student	21	19	33	32	42	Étudiant
Retired	1	1	9	10	7	Rétraite
Honorary	18	17	15	13	12	Honoraire
Complimentary	2	2	2	1	1	Complimentaire
Org-Designate Pers.	50	41	64	67	72	Org-Pers. Désignée
Org-Additional Pers.	177	153	223	265	259	Org-Pers. supplément.
TOTAL	349	318	484	534	547	TOTAL
Atlantic	49	33	67	65	65	Atlantique
Québec	36	43	55	59	54	Québec
Ontario	79	79	109	111	134	Ontario
Prairie	128	118	187	212	206	Prairie
Western	54	42	58	75	77	Ouest
USA	1	2	2	2	2	É.-U.
International	2	1	6	10	9	International
TOTAL	349	318	484	534	547	TOTAL
Female	194	183	277	320	311	Femme
Male	155	135	207	214	236	Homme
TOTAL	349	318	484	534	547	TOTAL
French	43	48	62	62	71	Français
English	306	270	422	472	476	Anglais
TOTAL	349	318	484	534	547	TOTAL

\*as of 7 May 2012 - in progress