

**CANADIAN ASSOCIATION FOR CO-OPERATIVE EDUCATION (CAFCE)**  
**2004/05 ANNUAL GENERAL MEETING**  
**FRIDAY, NOVEMBER 4, 2005 – 11A.M.**  
**OAKHAM HOUSE – RYERSON UNIVERSITY**  
**TORONTO, ONTARIO**

**AGENDA**

1. Opening Remarks Sonya Horsburgh
2. Appointment of Parliamentarian -- Nancy Chiang
3. Approval of 2004-2005 Agenda -- forwarded by Scott Davis and seconded by Jenny Kagetsu
4. Approval of 2003-2004 AGM Minutes – Forward by Linda Hart and seconded by Maudi Reinbold
5. Business arising from the 2003/04 AGM Minutes – N/A
6. Reports
  - 6.1. President's Message Sonya Horsburgh

Objectives for 2004/05 were to complete the by-law amendments which were completed, provide support and direction for committees and to provide support to our regional committees which were also completed
  - 6.2. Treasurer's 2004-2005 Report Greg McRae
    - 6.2.1. Approval of the [2004/05 Financial Report](#) -- year ending 8/31/05 – Forwarded by Scott Davis and seconded by Randy Johnston
    - 6.2.2. Approval of appointing SEGAL & Partners LLP as auditor of the association for 2005/06 – year ending August 31, 2006 – Forwarded by Maudi Reinbold and seconded by Carmen Poulin
  - 6.3. Council and Committee Reports (Full reports are available on line: [CAFCE 2004/05 Annual Report](#))
    - 6.3.1. Accreditation Carmen Poulin

Kept very busy with 13 reviews this year.
    - 6.3.2. Communications Lynne Proctor

Developed new brochure, will work with SWAP to promote their program and will work with and support other CAFCE committees
    - 6.3.3. Conference Darci McDonald

Dates are August 13-16, 2006 in Regina  
Call is out for white papers  
Website will be live at the end of next week
    - 6.3.4. CSOTY Michelle Benjamin

There were 24 applications forwarded and the winner came from SFU  
This upcoming year there will be 2 awards, 1 for Colleges and 1 for Universities  
There will be a limit of 2 nominations per institution

- 6.3.5 Research Jeela Jones  
This is a new committee whose mandate is to foster research activity related to co-op.  
The committee will be creating an awareness of the research activity also. Part of this will include developing an award—an incentive award for researchers
- 6.3.6 Special Events Bruce Wilson  
This group worked on PD activities around the AGM  
The Special Events committee also promoted National Co-op Week in March, including raising \$2050.00 for Tsunami Relief
- 6.3.7 Statistics Linda Hart  
This is also a new committee, developing method for collection of stats to benefit members on varying levels  
The group will be starting with a survey
- 6.3.8 Web Sonya Horsburgh  
The new website was launched at the 2004 Conference in Halifax  
Contracted Doncor who created a searchable database and a discussion board

## 7.0 New Business

- 7.1 CAFCE By-Law Amendments Sonya Horsburgh  
Sonya reminded the members that the amendments had been sent out to the group for review and revealed that no member had contacted CAFCE with any concerns.  
Scott Davis from Waterloo brought forth questions regarding 4.01, 4.03, 5.10 Subsection B and 8.08.  
Nancy Chiang, as Parliamentarian, ruled this did not follow correct procedures.  
Acceptance of the amendments was moved by Carmen Poulin and seconded by Russ Winslade and acceptance was then carried.
- 7.2 CAFCE 2004/2005 Awards Presentation Kirk Patterson  
The *Albert S. Barber Award* was presented to Nancy Johnston from Simon Fraser University.  
The *Dr. Graham Branton Research Award* was presented to Joy Hanley and Ellen MacFarlane from Saint Francis Xavier University  
The *Service Award* was presented to Michelle Benjamin.  
Sonya was thanked for her dedication and leadership as President.

- 8.0 CAFCE Executive Elections (2005/06) Sonya Horsburgh

Sonya announced the new 2005-06 Board of Directors:

Executive:

Hélène Codère, President

Linda Hart, President Elect

Sonya Horsburgh, Past President

Greg McRae, Treasurer

Elaine Fenner, Secretary

Regional Representatives/Directors:

Diana Young, Alberta

Mausi Reinbold, Atlantic Canada (N.B.-N.F.-N.S.-P.E.I.)

Larry Isles, British Columbia/Yukon

Diane Kunec, Manitoba

Maureen Minaker, Ontario

Christine Tremblay, Quebec

Linda O'Halloran, Saskatchewan

Sonya thanked Kirk for his involvement on the Board over the last few years and handed the gavel to Hélène Cordère.

#### 8.0 Adjournment

Moved by Carmen Poulin and seconded by Jenny Kagetsu