



www.cafce.ca

Canadian Association for Co-operative Education
Association canadienne de l'enseignement coopératif

720 Spadina Avenue, Suite 202, Toronto, ON, M5S 2T9
Tel: 416.483.3311 Fax: 416-929-5256 E-mail: cafce@cafce.ca



DRAFT MINUTES FOR ANNUAL MEETING

For

The Canadian Association for Co-operative Education

When: Tuesday, October 23, 2012

Where: University of Toronto Scarborough
Room: IC 318
1265 Military Trail, Toronto, ON, Canada, M1C 1A4

Minutes

1. Call to order and opening remarks

Norah McRae

Norah McRae welcomed all to the meeting and on the web and thanked Christine Arsenault and University of Toronto Scarborough for hosting.

2. Approval of Parliamentarian

Norah McRae

Motion: To approve Muriel Klemetski (Simon Fraser University) to be parliamentarian
Moved-Denise Bacon, Second-Gaby St. Pierre
On motion duly made and adopted it was resolved to approve the motion.

3. Approval of the Agenda

Norah McRae

Moved Phillip Brown, Second Rocco Fondocco
On motion duly made and adopted it was resolved to approve the motion.

4. Approval of Annual Meeting Minutes of November 17, 2011

Moved-Linda Hart, Second-Colleen Phillips-Davis
On motion duly made and adopted it was resolved to approve the motion.

5. President's Report

Norah McRae

Norah outlined highlighted achievements from the past year.

- a) Budget-the result of adjustments to the CAFCE budget including moving administrative duties to Managing Matters (MM). Norah thanked Carol Cox for managing the transition. This has resulted in an improved financial situation, which will allow movement forward on priorities. The first priority will be a new national database and updated website-goal to have ready for Co-op Week 2013
- b) Conference-Norah thanked the conference and sponsorship committees for Whistler 2012
- c) Pro-D-Norah thanked the pro-d committee for their work on webinars over the past year
- d) Accreditation-The council has been very busy over the year and has re-worked the accreditation approval process and has been working toward making the process more inclusive of the colleges.
- e) CEIA Journal-The journal is moving forward, Norah referenced the ACE research paper to be published in the winter 2013 publication
- f) WACE-WACE has added national association presidents to their Board of Directors. The CAFCE president will be representing CAFCE at future WACE meetings.
- g) Co-op Week-Norah thanked Kirk Patterson for his work and the initiative to have his local MP the week in the House of Commons. Planning for the 2013 week is well under way.

- h) University of Cincinnati Co-op Hall of Fame-CAFCE has been added to the Hall of Honor-Larry Iles-Board Secretary attended to receive the award on behalf of CAFCE
- i) Co-op Student of the Year Award-Norah thanked the committee for their work, this award assists students and promotes the co-op brand nationally
- j) Tax Credit-Gaby St. Pierre will be working on a national tax credit over the next year.
- k) Membership-CAFCE will meet and possibly exceed the current membership

Norah McRae welcomed Christine Arsenault as the incoming CAFCE president and Jeela Jones as the President Elect.

6. Treasurer's Report

Norah McRae for Shane Philippe

(a) 2011/12 Audited Financial Statements
 Motion: To approve the submitted statements
 Motion: Rocco Rondacaro, Second Kitty Runstedler
 Approved

(b) Appointment of Auditor for 2012/13 (Peter Hogg)
 Motion to approve the appointment of Peter Hogg as the CAFCE Auditor
 Motion: Jenny O'Reilly, Second Linda Hart.
 On motion duly made and adopted it was resolved to approve the motion.

7. Announcing the 2012/13 CAFCE Board of Directors

Kelly Mahoney

Kelly Mahoney announced the 2012/13 CAFCE Board of Directors

Christine Arsenault. President (University of Toronto Scarborough)
 Jeela Jones in-coming president (University of Ottawa)
 Larry Iles Secretary (Thompson Rivers University)
 Shane Philippe- Treasurer (Ontario Teachers Pension Plan)
 Norah McRae-Past President (University of Victoria)
 Director at Large, Employer Representative Serge Gagnon (Kiewit)

Regional Reps
 Ontario-Kitty Runstedler
 British Columbia-Julie Walchli
 Atlantic-Scott Daniels
 Quebec-Marjorie Guay
 Saskatchewan-Kevin Fiessell

Vacant Positions
 Alberta
 Manitoba
 Director at Large, Employer Representative

Kelly Mahoney thanked Cliff Harrison and Clifford Scott for their assistance, time, effort and service to the CAFCE Board.

Kelly Mahoney requested volunteers to assist with the web/database committee, especially a member with background in this skill set. Kelly Mahoney thanked Norah McRae for serving as CAFCE President for 2012-13. Norah McRae was presented with a gift on behalf of CAFCE members.

8. Adjournment

Motion to adjourn
 Motion Gaby St. Pierre, Second Muriel Klemenski
 On motion duly made and adopted it was resolved to approve the motion.