



Annual General Meeting, Tuesday, May 30, 2017, at Ryerson University.

Location: ENG 101, Sears Lecture Hall

Time: 11:15 – 1:15

Meeting Minutes

1. Call to order by Jackie Kirk, President.

Jackie gave an update from CSSE on the website. Website is still down.

2. Approval of Agenda:

Motion: Shelly Scott approved,
Second Wendy Poole the agenda.
Carried

3. Approval of Minutes of AGM held on May 30, 2016, at the University of Calgary.

Motion to adopt the minutes:

Jackie Kirk

Second by Shelly Scott:

Carried

4. Business Arising from the Minutes

a) Policy manual statement – Forfeiture of Honors
Member were presented with the proposed policy.

Discussion took place:

- Needs to be an appeal process
- Criminal offense excludes you from the awards?
- Include that it includes children related to the professional
- The employer's institution relays the volition procedure.
- Remove the word egregiously ...not relevant
- We need to establish a code of ethics
- Faculty has a code of conduct in agreements that we could look to for wording.
- Criminal offense should still be included in the Forfeiture of Honors
- Process that is "may be removed" then we have process to review.
- Searching for input and bring back a recommendation for next year.

Motion for the executive to take comments and review and rework and bring back to the members next year at the AGM – Jim Brandon

Motion to also involve a lawyer once the policy is conducted.

Motion approved by Patricia Briscoe
Second Gerry Fallon
Carried

b) CJEAP Board of Directors composition and CASEA executive representative
Do we need a process to populate the CJEAP of directors?
Jackie proposed to have the past-president take on this role because they have experience and a less rigorous role, the graduate student would also take on the role, and a member at large. (need a process to select a member at large).

Motion by Victoria – Past president to be included as a representation for CJEAP Management Board
Second by Don Scott.
Voted accept.

Motion by Shelly – Graduate student representative of CASEA, their role will include representation on the CJEAP Management Board. If the elected student cannot attend, then CASEA Executive will designate another graduate student.

Second by Sheila Carr-Stuart.

Member at Large –

Acknowledged by Peter Milley the amount of work being done at CJEAP.

Motion by Carmen Mombourquette - At the annual CASEA AGM interim appointment made this year. For next year and succeeding years, members at large will be nominated and elected for a period of two years during the executive elections.
Second by Gerald Fallon.
Carried.

Both Peter Milley and Brenton Faubert were nominated.
Paul Newton suggested that rather than an election two members can serve on the management board this term.

5. Executive Reports:

President: Jackie added updates on the website housed with CSSE.... CSSE will give each association 5 pages.

Past President – Ken Brien had nothing to report.

Vice-Presidents – Shelly Scott explained there was problem with paper reviews for CASEA 2017 because reviewers were not being received form OCS system. Thank you to those who chipped in and reviewed papers. Tim Howard (CSSE) is aware of the problem.

Should we form a small group to receive and review papers for the CSSE conference?

We should be doing the service and if you submit a proposal then you should be doing reviews.

Motion: Tory first vice president and

Second: by Jim Brandon

Carried.

Secretary Treasurer – Patricia Briscoe – Financial Report presented to members

Graduate Student Representative – Annette Walker- She stated that graduate presentations were short and she suggested that it would be better to have longer sessions or more sessions for graduates.

New Ideas for graduate representative and students were discussed: Graduate students to attend external conferences.

Access to the CASEA membership for communication.

Create a process to contact departments in Faculties of Ed. Leadership. Jackie and Annette will meet to discuss a strategy.

Motion to accept the Executive reports: Gerald Fallon

Second: Jim Braedon

Carried.

6. Committee and Representative Reports:

a. Motion to receive reports.

- a) Thomas B. Greenfield Award (including award announcement and presentation)- Jackie read a note from the supervisor of the award winner Dr. Gorden Martell.
- b) Margaret Haughey Award (including award announcement) - Don spoke on the winner, Kanina Blanchard
- c) Distinguished Service Award – To be presented at CASEA Banquet to Coral Mitchell and Dawn Whallin
- d) CJE Editorial Advisory Board - Katherine Hands will send the report to Jackie and Patricia. There is an update on the journal reviews.

- e) CCEAM (included with Past President's report): Ken – Next conference is in Malta. CCEAM is now a SIG member of ICIS. Ken will figure out a process to put together a report for presenting a symposium. Also, connected with AERA. Process to connect with people who could be involved with this symposium. Journal is also connected and
- f) CJEAP Editorial Board – Update by Paul Newton new website is up soon. Need reviewers. Thinking of French language abstract reviewer.

7. New Business:

Educational Administrative jobs:

Tom Goddard – UPEI is looking for an assistant Educational leadership tenure track position

Wendy Poole- UBC is looking for two positions. (heads up on these positions)

Pam Adams – Lethbridge Alberta is currently looking for Ed Leadership tenure track.

8. Adjournment. Meeting adjourned.