

**Vice President's Report to the Annual General Meeting
Canadian Association for the Study of Educational Administration (CASEA)
University of Calgary
Monday, May 30th, 2016**

Proposals:

1	Conversation Sessions
3	Symposia
5	Round Table Discussions
0	Poster Sessions
82	Papers

CASEA was allotted 23 spaces in the program based on past attendance and on membership. Of those 23 sessions, 5 of them are usually dedicated to events that we have agreed to hold during the conference but this year we made a few changes that opened up a bit more space:

- AGM and Luncheon,
- Graduate Student session,
- T.B. Greenfield presentation - the award winner was unable to attend so we added an additional multipaper session,
- BELMAS presentation - offered a spot in a multipaper session so we gained space for 3 more papers,
- and the Book Launch - scheduled in a location that was not part of the allotted rooms so we gained an additional session

Those changes allowed us to offer paper presentation opportunities to 11 additional papers!

With the change of the program this year to include a common lunch time, the 90 minute blocks were eliminated. We were left to choose between 75 minute blocks and 60 minute blocks. With the exception of one, we managed to schedule all of the multi-paper sessions into 75 minute time periods.

The Review process:

This year, we changed the review process slightly. We employed the following steps:

1. Invitation to review proposals - Prior to the closing of the call for proposals, we circulated an invitation to review proposals for the conference. We received responses from 40 different reviewers. The reviewers came from across the country and represented 17 different universities, a variety of other affiliations, 8 provinces, and one territory! 8 of the volunteers indicated that they would be able to review French language proposals!
2. Sorting and organizing proposals – Once the deadline passed for submitting proposals Jackie went through each of the proposals and organized them into “like groups” of 4 or 5 that could potentially become sessions in the conference. She also sorted out round tables, and symposia. Then, she assigned a set of two reviewers to review each of the groups.
3. Clean up – Once the reviews came in they were recorded on a spreadsheet. Those that received a positive review from both reviewers were accepted as conference proposals. Those that had mixed reviews were sent out for an additional reviewer to read and those that received two negative reviews were rejected.
4. Final decisions – When the reviews were complete, Jackie, Shelleyann, and Gus met online to go through all of the proposals and to make final decisions about the ones that were on the cusp between acceptance and rejection. We accepted 62 papers, 5 round table discussions, 3

symposia, and 1 conversation. We offered 16 authors the opportunity to switch from a paper to either a round table or a poster session and we rejected 4 papers. Overall, I think the process helped us to get through the reviews more efficiently and the reviewers, who signed up to help were significantly more conscientious about completing their reviews.

The Program

This year the final program included:

- 67 papers that will be delivered in multipaper sessions,
- 8 round table sessions,
- 3 symposia,
- 2 posters,
- 1 CASEA conversation session.

Book Launch - The book launch was organized by Heather Syme Anderson with the assistance of Shelleyann Scott, who helped to find a space at the University of Calgary where drinks and food could be served without the expense of a private bar and catering. The event was held at the Den and Black Lounge on campus.

Graduate Student Session – The graduate student session was organized by Alysha Sloane. The discussion was about getting a job in higher education and it included a panel of administrators, who had recently been involved in hiring.

CASEA Banquet – The banquet was organized by Robin Mueller with assistance from Shelleyann Scott. They selected Pampas Brazilian Steak House. One of the on-going challenges of the banquet is to find a way to facilitate both the food and the program. This year, Robin volunteered to bring a microphone and speaker system from home but it would be good to figure out a way to eliminate this challenge in the future either through forward planning with the location or budgeting to rent equipment.

CRC Lecture – This year it was our turn to organize the Canadian Research Chair Lecture. It was organized and facilitated by Gus Riveros. He selected Scott Davies from OISE to speak at the event.