

Canadian Society for the Study of
Education
XLV Annual General Meeting
Toronto, Ontario
30 May 2017

Société canadienne pour l'étude de
l'éducation
XLV^e Assemblée générale annuelle
Toronto (Ontario)
Le 30 mai 2017



AGENDA

XLV ANNUAL GENERAL MEETING

Ryerson University :: 30 May 2017

Kerr Hall East (KHE) 225 :: 4:30 - 5:45 P.M.

1.	Call to Order and Adoption of Agenda [MOTION: that the agenda be adopted.]	Ng-A-Fook
2.	Approval of the Minutes	
	2.1 AGM, May 2015, University of Ottawa [MOTION: that the minutes of the XLIV Annual General Meeting be approved.]	Ng-A-Fook
	2.2 Business Arising from Previous Minutes	Ng-A-Fook
3.	President's Report	Ng-A-Fook
4.	Secretary-treasurer's Report	
	4.1 2016 Financial Report [MOTION: that the 2015 financial report be accepted.]	Reis
	4.2 2018 Budget [MOTION: that the 2017 budget be approved.]	Reis
	4.3 Appointment of auditors [MOTION: that the firm McCay Duff LLP be appointed auditors for 2017 fiscal year]	Reis
5.	Elections and Governance	
	5.1 Report of the 2017 Nominating Committee [MOTION: that the report of the nominating committee be accepted.]	Ng-A-Fook
	5.2 Election of the 2018 Nominating Committee	Ng-A-Fook
6.	Other Business a) SSHRC Guests :: Update	Ng-A-Fook
7.	Next Meeting (University of Regina, 26 – 30 May 2018)	Ng-A-Fook
8.	Adjournment [MOTION: that the meeting be adjourned.]	Ng-A-Fook

The voice of Canada's educational research community * La voix de la communauté canadienne des chercheuses et des chercheurs en éducation

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Association of Canadian Deans of Education (ACDE) • Canadian Association for Curriculum Studies (CACS) • Canadian Association for Educational Psychology (CAEP)
 • Canadian Association for Teacher Education (CATE) • Canadian Association for the Study of Educational Administration (CASEA) • Canadian Association for the Study of Indigenous Education (CASIE)
 • Canadian Association for the Study of Women and Education (CASWE) • Canadian Association of Foundations of Education (CAFE) • Canadian Educational Researchers' Association (CERA)
 • Comparative and International Education Society of Canada (CIESC) • Canadian Committee of Graduate Students in Education (CCGSE)

Association canadienne de chercheurs en éducation (ACCE) • Association canadienne des doyens et doyennes d'éducation (ACDE) • Association canadienne en psychopédagogie (ACPE)
 • Association canadienne pour la formation des enseignants (ACFE) • Association canadienne pour l'étude de l'administration scolaire (ACÉAS)
 • Association canadienne pour l'étude de l'éducation des autochtones (ACÉEA) • Association canadienne pour l'étude des fondements de l'éducation (ACÉFÉ)
 • Association canadienne pour l'étude du curriculum (ACÉC) • Association canadienne pour l'étude sur les femmes et l'éducation (ACÉFÉ)
 • Société canadienne d'éducation comparée et internationale (SCÉCI) • Comité canadien des étudiants diplômés en éducation (CCÉDE)



Canadian Society for the Study of Education * Société canadienne pour l'étude de l'éducation

MINUTES OF THE
XLIV ANNUAL GENERAL MEETING
OF THE
CANADIAN SOCIETY FOR THE STUDY OF EDUCATION
University of Calgary
Calgary, Alberta
31 May 2016

Present were: Don Klinger (President), Julie Desjardins (Vice-president), Ruth Kane (Vice-president), Nicholas Ng-A-Fook (President-Elect), Giuliano Reis (Secretary-Treasurer), Lisa Starr (CASWE), Avril Aitken (CACS), Dawn Buzza (CAEP), Jodie Nickel (CATE), Mark Aquash (CASIE), Jacqueline Kirk (CASEA), Sal Badali (ACDE), Kurt Clausen (CAFE), Kumari Beck (CIESC), Chris DeLuca (CERA) and 30 other members of the Society.

1. Call to Order and Adoption of Agenda
The meeting was called to order at 11:20 A.M.
MOTION that the agenda be adopted.
Starr/Snart CARRIED
2. Approval of the Minutes
 - 2.1 AGM, May 2015, University of Ottawa
MOTION that the minutes of the 2015 (43rd) Annual General Meeting be approved.
Fisher/Ng-A-Fook CARRIED
 - 2.2 Business Arising from Previous Minutes
No business arising was discussed.
3. President's Report
Don Klinger presented a summary of the past year's accomplishments and activities highlighting CSSE's influence, the annual conference, the Canadian Journal of Education, and some of the challenges facing the field of educational research.
4. Secretary-treasurer's Report
 - 4.1 2015 Financial Report
Giuliano Reis summarized the financial report highlighting the revenues and expenses related to the CJE and conference.

MOTION that the 2015 financial report be accepted.
Kane/Rogers CARRIED

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4.2 2017 Budget

Giuliano Reis explained that the purposes of the accumulated surplus is to cover the operating expenses of CSSE for a minimum of one year, and to use some funds to invest in future projects that would advance the purposes of CSSE such as knowledge mobilization. CSSE will also be thinking about new ways to generate funds to cover the operation of the society and its activities.

MOTION that the 2017 budget be approved.
Starr/Ng-A-Fook CARRIED

4.3 Appointment of auditors

MOTION that the firm of McCay Duff LLP be appointed auditors for the 2016 fiscal year.
Starr/Buzza CARRIED

5. Elections and Governance

5.1 Report of the 2016 Nominating Committee

Don Klinger reported that Kirk Anderson (Memorial) was elected as a director for the term 2016-2020. Don Klinger thanked the committee members Tim Hopper, Ruth Kane, and Lisa Starr.

The 2016-2017 CSSE board of directors following this AGM will be as follows:

General Directors

Don Klinger (Queen's) – Past President (presumptive)
Nicholas Ng-A-Fook (Ottawa) – President (presumptive)
Julie Desjardins (Sherbrooke) – Vice-president (presumptive)
Kirk Anderson (Memorial) – Vice-president (presumptive)
Giuliano Reis (Ottawa) – Secretary-Treasurer (presumptive)

Association Directors

Jodi Nickel (CATE)
Christopher DeLuca (CERA)
Kurt Clausen (CAFE)
Sal Badali (ACDE)
Kumari Beck (CIESC)
Avril Aitken and Teresa Strong-Wilson (CACS)
Jacqueline Kirk (CASEA)
Jess Whitley and Dawn Buzza (CAEP)
Kathy Sanford (CASWE)
Mark Aquash (CASIE)
Josianne Robert and Leena Yahia (CCGSE)

MOTION That the above directors be declared elected. Starr/Buzza CARRIED

The officers of the corporation will be declared at the next meeting of the board of directors.

5.2 Election of the 2017 Nominating Committee

Don Klinger recommended, on behalf of the Board of Directors, that the 2017 Nominating Committee be comprised of the following members:

Avril Aitken, Bishop's University
Douglas Fleming, University of Ottawa
Marcea Ingersoll, St. Thomas University

Don Klinger then called for additional nominations. No further nominations were received. The committee was elected by acclamation. The committee would be seeking nominations for one general director for a four-year term presumptively serving in the role of president-elect.

6. New Business

Don Klinger informed the members present that there will be a membership survey circulated this summer asking about opinions on the CSSE conference.

The members were informed that the new submission date for conference proposals will be 1 October each year.

Don Klinger thanked the departing directors for their service to CSSE.

7. Next Meeting (Ryerson University, 27 – 31 May 2017)

The next CSSE conference will take place at Ryerson University in May 2017. The members were encouraged to submit to and attend the 2017 conference.

8. Adjournment

MOTION that the meeting be adjourned.

Ng-A-Fook

The meeting was adjourned at 12:15 P.M.

CSSE INCOME STATEMENT
ÉTAT DES RÉSULTATS DE LA SCÉÉ
May 2017
Mai 2017

Summary / Sommaire

Revenues / Revenus

	2016 Actual Figures Montant réel	2017 Approved Budget Budget approuvé	2017 Budgetary Estimates Prévisions budgétaires	2018 Budget Budget
Annual Conference / Congrès annuel ⁽²⁾	\$ 121,408	\$ 106,015	\$ 121,000	\$ 91,000
CJE / RCÉ	\$ 61,381	\$ 56,125	\$ 58,000	\$ 58,000
General Revenues (Membership and Other Revenues) / Revenus généraux (Cotisations et autres revenus)	\$ 213,649	\$ 212,600	\$ 197,900	\$ 210,900
	<u>\$ 396,438</u>	<u>\$ 374,740</u>	<u>\$ 376,900</u>	<u>\$ 359,900</u>

Expenses / Dépenses

Annual Conference / Congrès annuel ⁽²⁾	\$ 63,388	\$ 68,000	\$ 62,000	\$ 69,500
CJE /RCÉ	\$ 59,166	\$ 63,583	\$ 63,605	\$ 64,031
Publications and Web / Publications et Web	\$ 2,573	\$ 3,000	\$ 27,500	\$ 13,500
Prizes / Prix	\$ 13,810	\$ 16,200	\$ 14,300	\$ 14,300
General Expenses / Dépenses générales	\$ 226,489	\$ 236,950	\$ 236,550	\$ 238,550
	<u>\$ 365,425</u>	<u>\$ 387,733</u>	<u>\$ 403,955</u>	<u>\$ 399,881</u>

Net Revenue / Revenu net ⁽¹⁾	\$31,013	(\$12,993)	(\$27,055)	(\$39,981)
Operating Surplus - Start / Excédent d'exploitations - Début	<u>\$ 34,017</u>	<u>\$ 65,030</u>	<u>\$ 65,030</u>	
Operating Surplus - End / Excédent d'exploitations - Fin	\$65,030	\$52,037	\$37,975	
Capital Fund / Fonds de capital ⁽¹⁾	<u>\$250,000</u>			
Balance / Solde	<u>\$315,030</u>			

⁽¹⁾ Past deficits reduced CSSE's accumulated surplus.
The CSSE Board of Directors agreed to build the
accumulated surplus close to one year's operating expense.

⁽²⁾ Annual Conference: In 2016, budgetted surplus was
\$29,620; 2016 surplus was \$58,020

Revenues / Revenus	2016	2017	2017	2018
	Actual	Approved	Budgetary	Budget
	Figures	Budget	Estimates	Budget
	Montant	Budget	Prévisions	Budget
	réel	approuvé	budgétaires	
Annual Conference / Congrès annuel				
Registration / Inscription ^{(1) (2)}	\$ 121,208	\$ 105,015	\$ 120,000	\$ 90,000
Other - Programme Enrichment / Autres - Enrichissement du programme ⁽⁴⁾	\$ 200	\$ 1,000	\$ 1,000	\$ 1,000
Sub-total / Total partiel	\$ 121,408	\$ 106,015	\$ 121,000	\$ 91,000
Publications				
Secretariat Services (CJE) / Services du secrétariat (RCÉ)	\$ -	\$ -	\$ -	\$ -
Other / Autre ⁽²⁾	\$ -	\$ -	\$ -	\$ -
Sub-total / Total partiel	\$ -	\$ -	\$ -	\$ -
Membership / Adhésion				
Associate Institutional / Associés institutionnels	\$ 150	\$ -	\$ -	\$ -
Individual / Individuels ^(2a)	\$ 93,000	\$ 91,000	\$ 80,000	\$ 93,000
Institutional / Institutionnels ^(2b)	\$ 22,160	\$ 16,000	\$ 17,000	\$ 17,000
Sub-total / Total partiel	\$ 115,310	\$ 107,000	\$ 97,000	\$ 110,000
Other Revenue / Autres revenus				
Charitable Donations / Dons de charité	\$ 1,120	\$ 600	\$ 900	\$ 900
Interest & Exchange / Intérêt et échange ⁽³⁾	\$ 1,224	\$ 7,000	\$ 4,000	\$ 4,000
Secretariat Services / Services du secrétariat	\$ 95,995	\$ 98,000	\$ 96,000	\$ 96,000
Prizes / Prix	\$ -	\$ -	\$ -	\$ -
Miscellaneous / Divers ⁽⁴⁾	\$ -	\$ -	\$ -	\$ -
Sub-total / Total partiel	\$ 98,339	\$ 105,600	\$ 100,900	\$ 100,900
Total	\$ 335,057	\$ 318,615	\$ 318,900	\$ 301,900

⁽¹⁾ A five-year average was used as necessary to determine the 2017 & 2018 budget amounts plus 2% registration fee increase.

^(2a) 2015 - 1522 members, 2016 - 1256 members, used 5-year average for 2018 budget.

^(2b) 2015 - 26 members, 2016 - 40 members, used 5-year average for 2018 budget.

⁽³⁾ includes interest receivable on \$250,000 GICs

⁽⁴⁾ Based on previous year.

⁽²⁾ In 2016, there were 1103 delegates.

Expenses / Dépenses	2016	2017	2017	2018
	Actual	Approved	Budgetary	Budget
	Figures	Budget	Estimates	Budget
	Montant	Budget	Prévisions	Budget
	réel	Approuvé	budgétaires	
Annual Conference / Congrès annuel				
Programme APP and booklet / APPLI et livret de programme	\$ 10,832	\$ 10,000	\$ 10,000	\$ 10,000
Conference Travel Support / Appui pour voyage au congrès	\$ 13,500	\$ 13,500	\$ 13,500	\$ 15,000
Other Grants / Autres subventions	\$ -	\$ -	\$ -	\$ -
Plenary Session & Guest Speakers / Séance plénière & conférenciers invités	\$ -	\$ -	\$ -	\$ -
Reception / Réception	\$ 3,454	\$ 4,000	\$ 5,000	\$ 4,000
Translation / Traduction	\$ 4,514	\$ 6,500	\$ 2,500	\$ 6,500
Programme Enrichment & Media / Enrichissement du programme et les médias	\$ 1,719	\$ 3,000	\$ 2,000	\$ 3,000
Audio-visual / Audio-visuel	\$ 7,421	\$ 7,000	\$ 7,000	\$ 7,000
Programme Committee / Comité du programme	\$ 10,057	\$ 12,000	\$ 10,000	\$ 12,000
Administration (Roundtables, AGM, Staff/Tables rondes, AGA, personnel)	\$ 11,891	\$ 12,000	\$ 12,000	\$ 12,000
Sub-total / Total partiel	\$ 63,388	\$ 68,000	\$ 62,000	\$ 69,500
Publications				
Web and Database / Le Web et la base de données	\$ -	\$ 3,000	\$ 20,000	\$ 6,000
CSSE support to CJE / Support de la SCÉÉ à la RCÉ	\$ -	\$ -	\$ 5,000	\$ 5,000
Newsletter / Bulletin	\$ 2,573	\$ -	\$ 2,500	\$ 2,500
Sub-total / Total partiel	\$ 2,573	\$ 3,000	\$ 27,500	\$ 13,500
Board and Committees / Conseil et comités				
Ad Hoc Committees / Comités ad hoc	\$ 5	\$ 150	\$ 150	\$ 150
Board of Directors / Conseil d'administration ⁽¹⁾	\$ 17,778	\$ 20,000	\$ 20,000	\$ 20,000
Representative Expenses / Dépenses pour la représentation	\$ 2,561	\$ 3,000	\$ 3,000	\$ 3,000
Standing Committees / Comités permanents ⁽¹⁾	\$ -	\$ 500	\$ -	\$ -
Executive Committee / Bureau de direction	\$ 23	\$ 500	\$ 500	\$ 500
Sub-total / Total partiel	\$ 20,366	\$ 24,150	\$ 23,650	\$ 23,650
Prizes and Activities / Prix et activités				
Carol Crealock Award / Prix Carol-Crealock	\$ 200	\$ 200	\$ 200	\$ 200
Coutts Award / Prix Coutts	\$ 1,610	\$ 1,500	\$ 1,500	\$ 1,500
CJE Awards / Prix de la RCÉ	\$ -	\$ -	\$ 600	\$ 600
New Scholar Fellowships / Bourses pour les nouveaux chercheurs	\$ -	\$ 2,000	\$ -	\$ -
Short-term Scholarly Events / Événements ponctuels axés sur la recherche	\$ 12,000	\$ 12,500	\$ 12,000	\$ 12,000
Sub-total / Total partiel	\$ 13,810	\$ 16,200	\$ 14,300	\$ 14,300
Administration and Overhead / Frais généraux du bureau				
Communications ^(a)	\$ 3,946	\$ 3,300	\$ 3,900	\$ 3,900
Cdn Cmte of Grad Students in Educ / Com can d'étudiants cycles sup en éduc	\$ 2,835	\$ 3,000	\$ 3,000	\$ 3,000
General Admin & Overhead / Frais généraux du bureau ^(b)	\$ 6,155	\$ 11,000	\$ 9,000	\$ 9,000
Office Equipment / Equipement de bureau ^(c)	\$ 8,986	\$ 7,000	\$ 10,000	\$ 10,000
Office & Directors' Insurance / Assurance pour le bureau et les administr.	\$ 6,345	\$ 7,000	\$ 6,500	\$ 6,500
Office Rent / Loyer de bureau	\$ 8,567	\$ 8,500	\$ 8,500	\$ 8,500
Printing, Duplicating & Supplies / Imprimerie et four. de bureau	\$ 1,285	\$ 2,000	\$ 2,000	\$ 2,000
Professional Services / Services professionnels ^(d)	\$ 7,010	\$ 7,000	\$ 7,000	\$ 7,000
Payroll / Salaires	\$ 151,997	\$ 155,000	\$ 154,000	\$ 156,000
Memberships / Affiliations ^(e)	\$ 8,997	\$ 9,000	\$ 9,000	\$ 9,000
Sub-total / Total partiel	\$ 206,123	\$ 212,800	\$ 212,900	\$ 214,900
Total	\$ 306,260	\$ 324,150	\$ 340,350	\$ 335,850

⁽¹⁾ Most of these costs will be incurred in November.

^(a) includes telephone service, long distance, Internet, postage and courier (net of shared costs)

^(b) includes advertising & promotion, bank charges, credit card commissions, misc

^(c) includes mailing equipment, amortization, service contract and computer/software upgrades

^(d) includes audit, legal fees, and general translation

^(e) includes membership in the CFHSS and CEA

Canadian Journal of Education
Revue canadienne de l'éducation
May 2017
Mai 2017
Income Statement
État des résultats

	2016 Actual Figures Montant réel	2017 Approved Budget Budget approuvé	2017 Budgetary Estimates Prévisions budgétaires	2018 Budget Budget
Advertising / Annonces	\$ -	\$ -	\$ -	\$ -
SSHRC Grant / Subvention du CRSH	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000
Royalties / Redevances ⁽¹⁾	\$ 31,381	\$ 26,125	\$ 28,000	\$ 28,000
Transfer from CSSE for membership / Virement de la SCÉÉ	\$ -	\$ -	\$ -	\$ -
Interest / Intérêt	\$ -	\$ -	\$ -	\$ -
Other / Autre	\$ -	\$ -	\$ -	\$ -
Total	\$ 61,381	\$ 56,125	\$ 58,000	\$ 58,000

Expenses / Dépenses

Management Administration - Personnel / Gestion par la SCÉÉ - personnelle ⁽³⁾	\$ 20,887	\$ 21,305	\$ 21,305	\$ 21,731
Administration expenses / Dépenses administratives ⁽¹⁾	\$ 712	\$ 728	\$ 750	\$ 750
Editorial Work / Travail de rédaction ⁽³⁾	\$ 19,635	\$ 23,000	\$ 23,000	\$ 23,000
Institutional administrative support / Soutien administratif institutionnel	\$ 15,600	\$ 15,300	\$ 15,600	\$ 15,600
Translations / Traductions	\$ 1,117	\$ 1,750	\$ 1,750	\$ 1,750
Editorial Board / Comité de rédaction	\$ 97	\$ 500	\$ 100	\$ 100
Web	\$ 1,116	\$ 1,000	\$ 1,100	\$ 1,100
Total	\$ 59,166	\$ 63,583	\$ 63,605	\$ 64,031

Summary / Sommaire

Revenues / Revenus	\$ 61,381	\$ 56,125	\$ 58,000	\$ 58,000
Expenses / Dépenses	\$ 59,166	\$ 63,583	\$ 63,605	\$ 64,031
Surplus (Deficit) / Revenu net	\$2,215	(\$7,458)	(\$5,605)	(\$6,031)
Surplus (Deficit) - Beginning / Excédent - Début	-\$ 5,862		-\$ 3,647	
Surplus (Deficit) - End / Excédent - Fin	-\$ 3,647		-\$ 9,252	

⁽¹⁾ For the 2018 budget, a five-year average has been used.

⁽³⁾ As the manuscript management moved independent of the editors, this amount covers the costs.

Election Results for 2017-2018 year:

President: Nicholas Ng-A-Fook (Ottawa) – second year of two-year term

President-Elect: Lynn Thomas (Sherbrooke) - one-year term

Vice-president (Francophone): vacant – year three of four-year mandate (to be appointed)

Vice-president (Anglophone): Kirk Anderson (MUN) – year two of four-year mandate

Secretary-Treasurer: Giuliano Reis (Ottawa) – year four of four-year term (appointed to fill a vacant position)

Representatives of the Associations members (as elected by the Associations):

ACDE – Kirk Anderson (MUN)

CACS – Sean Wiebe (UPEI) and Paul I Zanzanian (McGill)

CAEP – Jacqueline Specht (Western) and Jessica Whitley (Ottawa)

CAFE – Kurt Clausen (Nipissing)

CASEA – Jacqueline Kirk (Brandon)

CASIE – Mark Aquash

CASWE – Kathy Sanford (Victoria)

CATE – Jodi Nickel (Mount Royal)

CCGSE – Josianne Robert (Sherbrooke) and Leena Yahia (Queen's)

CERA – Peter Macmillan (UNBC)

CIESC – Shibao Guo (Calgary)