

Canadian Society for the Study of
Education
XLVI Annual General Meeting
Regina, Saskatchewan
29 May 2018

Société canadienne pour l'étude de
l'éducation
XLVI^e Assemblée générale annuelle
Regina (Saskatchewan)
Le 29 mai 2018



AGENDA

XLVI ANNUAL GENERAL MEETING

University of Regina :: 29 May 2018

Education Auditorium (EA) 106 :: 12:15 – 1:15 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 2017, Ryerson University [MOTION: that the minutes of the XLV 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 2017 Financial Report [MOTION: that the 2017 financial report be accepted.]	Reis
	4.2 2019 Budget [MOTION: that the 2019 budget be approved.]	Reis
	4.3 Appointment of auditors [MOTION: that the firm McCay Duff LLP be appointed auditors for 2018 fiscal year]	Reis
5.	Elections and Governance	
	Report of the 2018 Nominating Committee [MOTION: that the report of the nominating committee be accepted.]	Ng-A-Fook
6.	Other Business	Ng-A-Fook
7.	Next Meeting (University of British Columbia, 1 – 5 June 2019)	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 (ACP)
• 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 (ACÉFE)
• 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 XLV ANNUAL GENERAL MEETING OF THE CANADIAN SOCIETY FOR THE STUDY OF EDUCATION Ryerson University Toronto, Ontario 30 May 2017

Present were: Nicholas Ng-A-Fook (President), Don Klinger (Past President), Giuliano Reis (Secretary-Treasurer), Jessica Whitley (CAEP), Jodi Nickel (CATE), Kurt Clausen (CAFE), Chris DeLuca (CERA), Leena Yahia (CCGSE) and 13 other members of the Society.

Quorum was achieved, 3% of 501 members = 16

1. Call to Order and Adoption of Agenda

The meeting was called to order at 4:45 P.M.

MOTION that the agenda be adopted.

Whitley/Tupper CARRIED

2. Approval of the Minutes

2.1 AGM, May 2016, University of Calgary

MOTION that the minutes of the 2016 (44th) Annual General Meeting be approved.

Reis/Klinger CARRIED

2.2 Business Arising from Previous Minutes

Nicholas Ng-A-Fook reported that Julie Desjardins has resigned from the position of Vice-president Francophone.

3. President's Report

Nicholas Ng-A-Fook presented a summary of the past year's accomplishments and activities highlighting the redesign and improvements to the Web sites for CSSE and CJE, the establishment of a code of ethics for the directors, a policy for determining the choices for a Congress Big Thinking speaker, and CSSE plenary speaker, continued promotion within CSSE of the 94 calls to action of the Truth and Reconciliation Commission, development of a policy for CSSE nominations and elections, and the use of the support from the deans to support student travel to the CSSE conference. Nicholas reported that the change to an earlier CSSE conference submission deadline did not appear to have an impact, and the programme committee meeting will be concentrating on collaboration among the groups of CSSE. Nicholas thanked the directors for their collective service, and thanked Don Klinger in particular for his service.

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4. Secretary-treasurer's Report

4.1 2016 Financial Report

Giuliano Reis summarized the financial report highlighting the revenues and expenses related to the CJE and conference.

MOTION that the 2016 financial report be accepted.
DeLuca/Kane CARRIED

4.2 2018 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. CSSE will also be thinking about new ways to generate funds to cover the operation of the society and its activities.

MOTION that the 2018 budget be approved.
Reis/Nickel CARRIED

4.3 Appointment of auditors

MOTION that the firm of McCay Duff LLP be appointed auditors for the 2017 fiscal year.
Reis/Nickel CARRIED

5. Elections and Governance

5.1 Report of the 2017 Nominating Committee

Nicholas Ng-A-Fook reported that Lynn Thomas (Sherbrooke) was elected as a director for the term 2017-2021. Nicholas thanked the committee members Avril Aitken, Douglas Fleming, and Marcea Ingersoll.

The 2017-2018 CSSE board of directors following this AGM will be as follows:

General Directors

Nicholas Ng-A-Fook (Ottawa) – President (presumptive)
Lynn Thomas (Sherbrooke) – President-elect (presumptive)
Kirk Anderson (Memorial) – Vice-president (presumptive)
Giuliano Reis (Ottawa) – Secretary-Treasurer (presumptive)

Association Directors

Jodi Nickel (CATE)
Peter MacMillan (CERA)
Kurt Clausen (CAFE)
Kirk Anderson (ACDE)
Shibao Guo (CIESC)
Sean Wiebe and Paul Zanazanian (CACS)
Jacqueline Kirk (CASEA)
Jacqueline Specht and Jennifer Katz (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 2018 Nominating Committee

Nicholas Ng-A-Fook recommended, on behalf of the Board of Directors, that the 2018 Nominating Committee be comprised of the members below. Nicholas reported that the committee composition might change pending the policy of nominations and elections.

Lynn Thomas, Université de Sherbrooke
Douglas Fleming, University of Ottawa
Jacqueline Specht, Western University

Nicholas then called for additional nominations. No further nominations were received. The committee was elected by acclamation. The committee would be seeking nominations for two general directors for a four-year term presumptively serving in the role of secretary-treasurer and vice-president (Francophone).

6. Other Business

No other business.

7. Next Meeting (University of Regina, 26 – 30 May 2018)

The next CSSE conference will take place at the University of Regina in May 2018. The members were encouraged to submit to and attend the 2018 conference.

The president of the University of Regina, Dr. Vianne Timmons, was present and personally welcomed the members to attend the next Congress at the University of Regina and highlighted some the programming planned for the event.

Nicholas Ng-A-Fook thanked the departing directors for their service to CSSE.

8. Adjournment

MOTION that the meeting be adjourned.
Klinger

The meeting was adjourned at 5:25 P.M.

CSSE INCOME STATEMENT
ÉTAT DES RÉSULTATS DE LA SCÉÉ
May 2018
Mai 2018

Summary / Sommaire

Revenues / Revenus

	2017 Actual Figures Montant réel	2018 Approved Budget Budget approuvé	2018 Budgetary Estimates Prévisions budgétaires	2019 Budget Budget
Annual Conference / Congrès annuel ⁽²⁾	\$ 143,436	\$ 91,000	\$ 90,000	\$ 167,000
CJE / RCÉ	\$ 52,331	\$ 58,000	\$ 52,000	\$ 52,000
General Revenues (Membership and Other Revenues) / Revenus généraux (Cotisations et autres revenus)	\$ 193,085	\$ 210,900	\$ 211,275	\$ 223,775
	<u>\$ 388,852</u>	<u>\$ 359,900</u>	<u>\$ 353,275</u>	<u>\$ 442,775</u>

Expenses / Dépenses

Annual Conference / Congrès annuel ⁽²⁾	\$ 90,547	\$ 69,500	\$ 75,500	\$ 62,000
CJE /RCÉ	\$ 67,665	\$ 64,031	\$ 77,244	\$ 77,637
Publications and Web / Publications et Web	\$ 26,808	\$ 13,500	\$ 11,000	\$ 13,500
Prizes / Prix	\$ 8,451	\$ 14,300	\$ 2,800	\$ 14,300
General Expenses / Dépenses générales	\$ 246,636	\$ 238,550	\$ 257,750	\$ 283,750
	<u>\$ 440,107</u>	<u>\$ 399,881</u>	<u>\$ 424,294</u>	<u>\$ 451,187</u>

Net Revenue / Revenu net ⁽¹⁾	(\$51,255)	(\$39,981)	(\$71,019)	(\$8,412)
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Operating Surplus - Start / Excédent d'exploitations - Début	\$ 65,030	\$ 13,775	\$ 13,775	
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Operating Surplus - End / Excédent d'exploitations - Fin	\$13,775	(\$26,206)	(\$57,244)	
Capital Fund / Fonds de capital ⁽¹⁾	<u>\$250,000</u>			
Balance / Solde	<u>\$263,775</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 2017, budgetted surplus was
\$38,015; 2017 surplus was \$52,889

Revenues / Revenus	2017	2018	2018	2019
	Actual	Approved	Budgetary	Budget
	Figures	Budget	Estimates	Budget
	Montant	Budget	Prévisions	Budget
	réel	approuvé	budgétaires	
Annual Conference / Congrès annuel				
Registration / Inscription ^{(1) (2)}	\$ 141,421	\$ 90,000	\$ 90,000	\$ 167,000
Other - Programme Enrichment / Autres - Enrichissement du programme ⁽⁴⁾	\$ 2,015	\$ 1,000	\$ -	\$ -
Sub-total / Total partiel	\$ 143,436	\$ 91,000	\$ 90,000	\$ 167,000
Publications				
Secretariat Services (CJE) / Services du secrétariat (RCÉ)	\$ -	\$ -	\$ -	\$ -
Other / Autre ⁽²⁾	\$ -	\$ -	\$ -	\$ -
Sub-total / Total partiel	\$ -	\$ -	\$ -	\$ -
Membership / Adhésion				
Associate Institutional / Associés institutionnels	\$ -	\$ -	\$ -	\$ -
Individual / Individuels ^(2a)	\$ 74,300	\$ 93,000	\$ 93,000	\$ 105,000
Institutional / Institutionnels ^(2b)	\$ 17,768	\$ 17,000	\$ 17,000	\$ 17,500
Sub-total / Total partiel	\$ 92,068	\$ 110,000	\$ 110,000	\$ 122,500
Other Revenue / Autres revenus				
Charitable Donations / Dons de charité	\$ 673	\$ 900	\$ 675	\$ 675
Interest & Exchange / Intérêt et échange ⁽³⁾	\$ 2,245	\$ 4,000	\$ 2,500	\$ 2,500
Secretariat Services / Services du secrétariat	\$ 98,099	\$ 96,000	\$ 98,100	\$ 98,100
Prizes / Prix	\$ -	\$ -	\$ -	\$ -
Miscellaneous / Divers ⁽⁴⁾	\$ -	\$ -	\$ -	\$ -
Sub-total / Total partiel	\$ 101,017	\$ 100,900	\$ 101,275	\$ 101,275
Total	\$ 336,521	\$ 301,900	\$ 301,275	\$ 390,775

⁽¹⁾ A five-year average was used as necessary to determine the 2018 & 2019 budget amounts plus 2% registration fee increase.

^(2a) 2016 - 1256 members, 2017 - 1001 members, used 5-year average for 2019 budget plus a fee increase.

^(2b) 2016 - 40 members, 2017 - 32 members, used 5-year average for 2019 budget.

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

⁽⁴⁾ Based on previous year.

⁽²⁾ In 2017, there were 1268 delegates.

Expenses / Dépenses	2017	2018	2018	2019
	Actual	Approved	Budgetary	Budget
	Figures	Budget	Estimates	Budget
	Montant	Budget	Prévisions	Budget
	réel	Approuvé	budgétaires	
Annual Conference / Congrès annuel				
Programme APP, booklet, branding / APPLI, livret de programme, marquage	\$ 16,639	\$ 10,000	\$ 13,000	\$ 13,000
Conference Travel Support / Appui pour voyage au congrès	\$ 17,137	\$ 15,000	\$ 17,000	\$ 17,500
Other Grants / Autres subventions	\$ 2,000	\$ -	\$ -	\$ -
Plenary Session & Guest Speakers / Séance plénière & conférenciers invités	\$ 607	\$ -	\$ -	\$ -
Reception / Réception	\$ 6,222	\$ 4,000	\$ 4,000	\$ 4,000
Translation / Traduction	\$ 3,191	\$ 6,500	\$ 6,500	\$ 6,500
Programme Enrichment / Enrichissement du programme	\$ 707	\$ 3,000	\$ 1,000	\$ 1,000
Audio-visual / Audio-visuel	\$ 8,373	\$ 7,000	\$ 8,000	\$ 8,000
Programme Committee / Comité du programme	\$ 16,947	\$ 12,000	\$ 14,000	\$ -
Administration (Roundtables, AGM, Staff/Tables rondes, AGA, personnel)	\$ 18,723	\$ 12,000	\$ 12,000	\$ 12,000
Sub-total / Total partiel	\$ 90,547	\$ 69,500	\$ 75,500	\$ 62,000
Publications				
Web and Database / Le Web et la base de données	\$ 22,628	\$ 6,000	\$ 6,000	\$ 6,000
CSSE support to CJE / Support de la SCÉÉ à la RCÉ	\$ 4,180	\$ 5,000	\$ 5,000	\$ 5,000
Newsletter / Bulletin	\$ -	\$ 2,500	\$ -	\$ 2,500
Sub-total / Total partiel	\$ 26,808	\$ 13,500	\$ 11,000	\$ 13,500
Board and Committees / Conseil et comités				
Ad Hoc Committees / Comités ad hoc	\$ -	\$ 150	\$ 150	\$ 150
Board of Directors / Conseil d'administration ⁽¹⁾	\$ 19,453	\$ 20,000	\$ -	\$ 20,000
Representative Expenses / Dépenses pour la représentation	\$ -	\$ 3,000	\$ 1,000	\$ 3,000
Standing Committees / Comités permanents ⁽¹⁾	\$ -	\$ -	\$ -	\$ -
Executive Committee / Bureau de direction	\$ 323	\$ 500	\$ 500	\$ 500
Sub-total / Total partiel	\$ 19,776	\$ 23,650	\$ 1,650	\$ 23,650
Prizes and Activities / Prix et activités				
Carol Crealock Award / Prix Carol-Crealock	\$ -	\$ 200	\$ 200	\$ 200
Coutts Award / Prix Coutts	\$ 186	\$ 1,500	\$ 1,500	\$ 1,500
CJE Awards / Prix de la RCÉ	\$ 915	\$ 600	\$ 100	\$ 600
New Scholar Fellowships / Bourses pour les nouveaux chercheurs	\$ -	\$ -	\$ -	\$ -
Short-term Scholarly Events / Événements ponctuels axés sur la recherche	\$ 7,350	\$ 12,000	\$ 1,000	\$ 12,000
Sub-total / Total partiel	\$ 8,451	\$ 14,300	\$ 2,800	\$ 14,300
Administration and Overhead / Frais généraux du bureau				
Communications ^(a)	\$ 4,610	\$ 3,900	\$ 3,900	\$ 3,900
Cdn Cmte of Grad Students in Educ / Com can d'étudiants cycles sup en éduc	\$ 2,290	\$ 3,000	\$ 3,000	\$ 3,000
General Admin & Overhead / Frais généraux du bureau ^(b)	\$ 7,739	\$ 9,000	\$ 9,000	\$ 9,000
Office Equipment / Equipement de bureau ^(c)	\$ 11,681	\$ 10,000	\$ 7,000	\$ 7,000
Office & Directors' Insurance / Assurance pour le bureau et les administr.	\$ 6,681	\$ 6,500	\$ 6,700	\$ 6,700
Office Rent / Loyer de bureau	\$ 8,567	\$ 8,500	\$ 9,000	\$ 9,000
Printing, Duplicating & Supplies / Imprimerie et four. de bureau	\$ 1,127	\$ 2,000	\$ 1,500	\$ 1,500
Professional Services / Services professionnels ^(d)	\$ 6,230	\$ 7,000	\$ 7,000	\$ 7,000
Payroll / Salaires	\$ 168,694	\$ 156,000	\$ 200,000	\$ 204,000
Memberships / Affiliations ^(e)	\$ 9,240	\$ 9,000	\$ 9,000	\$ 9,000
Sub-total / Total partiel	\$ 226,860	\$ 214,900	\$ 256,100	\$ 260,100
Total	\$ 372,442	\$ 335,850	\$ 347,050	\$ 373,550

⁽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 2018
Mai 2018
Income Statement
État des résultats

	2017 Actual Figures Montant réel	2018 Approved Budget Budget approuvé	2018 Budgetary Estimates Prévisions budgétaires	2019 Budget Budget
Advertising / Annonces	\$ -	\$ -	\$ -	\$ -
SSHRC Grant / Subvention du CRSH	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000
Royalties / Redevances ⁽¹⁾	\$ 22,331	\$ 28,000	\$ 22,000	\$ 22,000
Transfer from CSSE for membership / Virement de la SCÉÉ	\$ -	\$ -	\$ -	\$ -
Interest / Intérêt	\$ -	\$ -	\$ -	\$ -
Other / Autre	\$ -	\$ -	\$ -	\$ -
Total	\$ 52,331	\$ 58,000	\$ 52,000	\$ 52,000

Expenses / Dépenses

Management Administration - Personnel / Gestion par la SCÉÉ - personnelle ⁽³⁾	\$ 14,092	\$ 21,731	\$ 22,144	\$ 22,587
Administration expenses / Dépenses administratives ⁽¹⁾	\$ 589	\$ 750	\$ 750	\$ 750
Institutional administrative support / Soutien administratif institutionnel	\$ 15,600	\$ 15,600	\$ 19,050	\$ 22,500
Editorial Work / Travail de rédaction ⁽³⁾	\$ 35,037	\$ 23,000	\$ 31,500	\$ 28,000
Abstract translations / Traductions des résumés	\$ 1,346	\$ 1,750	\$ 1,750	\$ 1,750
Editorial Board / Comité de rédaction	\$ 208	\$ 100	\$ 200	\$ 200
Web	\$ 794	\$ 1,100	\$ 1,100	\$ 1,100
Promotion	\$ -	\$ -	\$ 750	\$ 750
Total	\$ 67,665	\$ 64,031	\$ 77,244	\$ 77,637

Summary / Sommaire

Revenues / Revenus	\$ 52,331	\$ 58,000	\$ 52,000	\$ 52,000
Expenses / Dépenses	\$ 67,665	\$ 64,031	\$ 77,244	\$ 77,637
Surplus (Deficit) / Revenu net	(\$15,334)	(\$6,031)	(\$25,244)	(\$25,637)
Surplus (Deficit) - Beginning / Excédent - Début	-\$ 3,650		-\$ 18,984	
Surplus (Deficit) - End / Excédent - Fin	-\$ 18,984		-\$ 44,228	

⁽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 2018-2019 year:

President-Elect: Lynn Thomas (Sherbrooke) – first year of two-year term

Past President: Nicholas Ng-A-Fook (Ottawa) – one-year term

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

Vice-president (Anglophone): Dwayne Donald (Alberta) - appointed – year three of four-year term

Secretary-Treasurer: Ruth Kane (Ottawa) – year one of four-year term

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

ACDE – Kirk Anderson (MUN)

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

CAEP – Jennifer Katz (UBC) and Ian Matheson (Regina)/Jeffrey MacCormack ((Lethbridge)

CAFE – Kurt Clausen (Nipissing)

CASEA – Shelley Scott (Calgary)

CASIE – Jacqueline Ottmann (Saskatchewan)

CASWE – Ruth Kane (Ottawa)

CATE – Michele Jacobsen (Calgary)

CCGSE – pending group elections

CERA – Peter Macmillan (UNBC)

CIESC – Shibao Guo (Calgary)