



STLHE SAPES

Society for Teaching and Learning in Higher Education
La société pour l'avancement de la pédagogie dans l'enseignement supérieur

STLHE Annual General Meeting June 18, 2015. (Draft)

Agenda

Robert welcomed everyone to the Annual General Meeting and announced that we have quorum and can start the meeting.

1. Approval of the agenda

MOTION: Moved by Alice MacPherson and seconded by Nicola Simmons that we approve the agenda. Approved Unanimously.

(NOTE added in proof: the Approval of minutes incorrectly identified 2015 and should have been 2014)

2. Approval of the minutes for the 2014 AGM

MOTION: Moved by Jon Houseman and seconded by Shannon Murray that we approve the minutes of the 2014 AGM. Approved with 2 abstentions.

3. Welcome and President's Report

Robert Lapp reported on a number of highlights from the past year:

- Membership is way up with over 1100 members in addition to our solid core of institutional members;
- Part of the membership increase is due to college and student engagement and reflects the work of Tim Loblaw and Roselynn Verwoord;
- Under the direction of Jon Houseman, Secretary, we have a complete new set of bylaws that will make us compliant with Industry Canada. These bylaws are also more streamlined and concise;
- The Secretary has also implanted an anonymous online voting system;
- The Secretary has also created monthly email blasts that are sent to the members; These email blasts have replaced the newsletters as the Board's mechanism for informing the members of the Society activities and news;
- The EDC has had another great year with a successful annual meeting in Calgary and their EDC Institutes and action groups;
- The STLHE has successfully renewed the 3M sponsorship for the National Teaching Fellowship and the first SoLE grant was awarded by the 3M Council.
- An impact study on the 3M National Teaching Fellowship is nearing completion and will be presented at the 2016 Annual Conference of the Society.

- Denise Stockley, Vice-President, has revised our Conference Manual and this has been a great help to the organizers of this conference and those to come.
- Diane Salter and Peter Wolf, Partnerships Co-chairs, have worked with the Special Interest Groups to increase their voice. We have new agreements with MAGNA and Academics without Borders. The Society continues to maintain links with our other partners, ISSOTL, POD and ICED.
- Dianne Bateman, Publications Chair, has created an editorial board for the Green Guides. Our publications remain healthy under the direction of Ken Meadows (CJSOTL) and Neal Haave (CELT)
- Andrea Han has worked with her award coordinators including Shannon Murray (3M National Teaching Fellowship), Maureen Connolly (3M National Student Fellowship), Patrick Lyons (Brightspace Innovation Award) and Jordanne Christie (College Sector Educators Award) and we will celebrate all their efforts and the award winners at the banquet.

a. Looking back at 2014

i. Changes in the STLHE Administrative unit

The new administrative unit has transferred to its new Office in Ottawa and is now administered by the Canadian Society for the Study of Education. Tim Howard, from their office was introduced to the membership.

ii. Special recognition of McMaster University's long history of contributing to STLHE

As we move forward we want to thank McMaster for all the generous gift of time, space and people who have had such a great impact on the Society. This was acknowledged formally during the opening reception.

4. Treasurer's report

a. Approval of the 2015 Budget and audited financials

Davar Rezania, Treasurer, highlighted some changes that have an impact on the financial status of the Society. The most important are a less expensive administrative unit and an increase in membership (\$18,000). This has resulted in a cash surplus at the end of the last fiscal year. The balance sheet also shows a healthy surplus and we have a good buffer against any unplanned expenses. Net revenues in 2014 are a surplus of \$105,000. In the next year's budget we expect that revenue will once again exceed expenses adding another \$55,000 to the surplus. All of it is very good news.

MOTION: Moved by Davar and seconded by Neil Haave that we approve the audited financial statements for the year 2014. Approved with two abstentions.

b. Approval of McCay Duff LLP Chartered Accountants (Ottawa) as 2015 Auditors

With the move of the Administrative unit from Hamilton to Ottawa the Board is recommending that we appoint a new auditors with offices in Ottawa.

MOTION: Moved by Davar and seconded by Rosemary Polegato that we approve McCay Duff LLP Chartered Accountants of Ottawa as the 2015 Auditors for the Society. Approved with two abstentions.

5. Ratification of revised bylaws

Robert asked Jon to introduce the changes to the bylaws. The changes were required to meet the new requirements of the Canada Not-for-profit Corporations Act. We also went through the bylaws to try and streamline them. An example is the combination of the Constituencies and Special Interest groups as Affiliated Groups. This combination was done because both had the exact same governance requirements. The Act also requires that any voting take place only at an AGM and to streamline the consultation process, we created an online discussion forum for the bylaws so that at the AGM we ratify the bylaws. In the advance poll we had 126 votes for the bylaws with 6 opposed with 19 abstentions

MOTION: Jon moved, and Elizabeth Wells seconded that we ratify the new bylaws. Approved with four abstentions.

6. Election of Treasurer, Partnerships Chair, and Bilingualism Chair

The nominations Committee (Laura Kinderman, Philippe Caignon, and Jon Houseman) circulated an advanced ballot to the membership asking for approval to acclaim the Positions of Treasurer (Robert Sproule), Partnerships Chair (Jeanette MacDonald) and the election of either Christine Gaucher or Michel Perrier as Bilingualism Chair. In the only elected position Christine Gaucher received the majority of votes.

MOTION: Jon moved and Joy Mighty seconded that we ratify Robert Sproule as Treasurer, Jeanette MacDonald as Partnerships Chair and Christine Gaucher as Bilingualism Chair. Approved unanimously.

The Board members who are Chairs of Standing Committee can't do their jobs by themselves, and if they do it is a monumental task. The Board is always looking for members to give a hand and Jon urged members to look over the roles of the various standing Committees and to consider volunteering to give a hand.

7. Appointment of the Nominations Committee

One Committee that we have to fill is the Nominations Committee and our bylaws ask for volunteers during the AGM. Phillippe and Laura Kinderman have agreed to stay on another year. Please get in touch with Jon if you are interested in being the third member of the Nominations Committee.

8. A celebration of engagement – The changing of the guard

Notes of recognition and thanks

- A special thank-you to Sylvia Avery and Muriel McKay for the work they have done for the Society over the years. (The audience rose in a standing ovation and a sustained applause!)
- Robert introduced the Board to the members. Robert also thanked Jon Houseman for taking on the administration of the Society over the past year and having done so *Pro bono*.
 - Leaving the Board are Davar, Peter Wolf, Dianne Salter and Taralee Hammond
 - Joining the Board is Tim Loblaw
- We also thanked Heather Smith as she steps down as 3M National Student Fellowship Coordinator and welcome Maureen Connolly to the position.
- EDC Executive says goodbye to Eric Kustra and Jordanne Christie and welcomes Erin Aspenlieder and Celia Popovic.
- 3M Council welcomes its new members: Ron Marken and Jessica Riddell.

9. Closing remarks and adjournment

Robert thanked the members for the support over the past year and looks forward to you continuing support in the coming year.

MOTION: There was a unanimous agreement to adjourn

Jon G. Houseman
STLHE Secretary

Additional Documents circulated at the meeting