**Thursday, July 26, 2012**

**9:00 am – 10:00 am**

Meeting Notes

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| ***Committee members present*** |
| Darrin | Caron | Principal/Dean | Durham College |
| David | Ding | School Services Coordinator | Humber College |
| Leolyn | Hendricks | Chair | Seneca College |
| Wayne | McIntyre | Retired Director, Student Support Services | Algonquin College |
| Marilyn | McNeil-Morin | Chair Fashion Studies and Performing Arts | George Brown College |
| Diane  | Posterski | Executive Director | OCASA |
| ***Ex officio*** |
| Rick  | Helman | Director, Budgets & Financial Planning | Loyalist College |
| ***Regrets*** |
| David | Belford | Dean, Faculty of Business | Fanshawe College |
| Greg | Murphy | Dean, School of Media, Art & Design | Durham College |

**AGENDA**

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| **Agenda Items** | **Action/Notes** |
| 1. Welcome: introductions
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| 1. 2012 Conference Evaluation highlights

General Review & Discussion:Could do better at welcoming/registration – more greeters and excitement thereGreat connectionsnetworking is key; registration numbers needs to be addressed; consider location changeresort feeling is advantageIssue of diversity of administrators is difficult for organizingNeed to better communicate the value of this conference to senior managementFatigue might set in with Blue Mountain if held there againConcern about shortening program and infringing on full networking opportunitiesGTA and downtown in particular was proposed. There was some consensus that downtown Toronto should be avoided, in pursuit of a relaxing experience, and one that doesn’t offer distractions to GTA attendees. Niagara region was proposed, and north of the city, at Kingbridge. Three key elements for a successful event:1. Great location
2. Key speakers
3. Networking opportunities
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| 1. Next steps for Key elements:

Diane will research more options for Niagara region, and Kingbridge Conference Centre. It was agreed that we need to confirm location first, then format/timing.  |
| 1. Next meeting:

August 15 at 9:00 am  |  |
| 1. Thank you and adjourned.
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***Updates: July 27***

I have requested a proposal from Kingbridge Conference Centre. They do have availability. Check them out:

<http://www.kingbridgecentre.com/>

I already have a proposal from Whiteoaks Resort & Spa in Niagara region (QEW, just north of Niagara-on-the-lake):

<http://www.whiteoaksresort.com/index.html>

They are surprisingly reasonable and might even offer more than Blue Mountain in their overall contract. I have attended a conference here before quite satisfactorily. Not the same as Blue Mountain in terms of a village atmosphere but still very nice. Slightly more accessible than Niagara Falls, and a beautiful setting with gardens around it. Also very close to Niagara College Teaching Winery.

I am also getting two proposals from Niagara Falls hotels (Marriott and Hilton) for comparison purposes, and I’ll still throw in my best pick from Toronto, just for future consideration and comparison.