**OCASA Board of Directors Meeting**

**Friday, December 9, 2016**

**12:30 pm – 1:45 pm**

**Teleconference**

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|  | **Name** | **Region/College** | **Term** |
|  | Krista PearsonPresident | East, Algonquin | 2012 | 2017 |
|  | David BelfordPast President | West, Fanshawe | 2011 | 2017 |
|  | Alanna McDonellVice President | East, Algonquin | 2011 | 2017 |
|  | Janine Foster Secretary | East, St. Lawrence  | 2011 | 2017 |
|  | Greg MurphyTreasurer | East, Durham | 2012 | 2017 |
|  | Shemeena Shraya | Central, George Brown | 2014 | 2017 |
|  | Mary Lou McLean | East, Fleming | 2015 | 2018 |
|  | Barb Watts | Central, Georgian | 2015 | 2018 |
|  | James Humphreys(interim)\* | Central, Sheridan | 2016 | 2017 |
|  | Vacant |  |  |  |
|  | ***Regrets*** |
|  | Riley Burton | North, Confederation | 2013 | 2017 |
|  | Charline Smith  | North, Cambrian | 2016 | 2019 |
|  | ***Resource*** |
|  | Diane Posterski | Executive Director, OCASA |
| \* Interim appointment to be confirmed for full term at 2017 AGM |

**MEETING MINUTES**

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| Agenda Item # | OCASA Board Agenda  |
|  | **Call to order & Welcome** Chair: Krista Pearson  |
|  | Approval of the AgendaMotion to approve the Agenda Moved: Dave BelfordSeconded: Alanna McDonellCarried |
|  | **Approval of the Meeting Minutes of October 28, 2016** Motion to approve the Minutes of October 28, 2016 The minutes had not been distributed, so this motion was tabled until the next Board meeting.  |
|  | **2017 Budget considerations** Greg Murphy reported as Treasurer. Typically the 2017 budget would be confirmed in December. But with a new AMC coming on, and some line items not determined yet, it was agreed that the budget motion would be deferred until an AMC has been selected and a contract negotiated. Motion: That the budget approval be deferred until the AMC negotiations are complete, expected in January 2017. Moved: Greg MurphySeconded: Alanna McDonellCarried |
|  | **Transition to Association Management Company**Krista reported that the Executive was in the middle of AMC interviews in Toronto. After brief discussion, the following motion was made: Motion: That Executive should continue with the process towards an AMC selection, but provide the Board with summary notes and recommendations.Moved: Greg MurphySeconded: James HumphreysCarried |
|  | **Conference input** Diane requested some feedback on conference planning to date.Discussion notes included: * + - * Indigenous content stream and/or plenary would be valuable and timely
			* Diane will connect with IPEC about being included in some way
			* Plenary session – Leesa Wheelahan, Michael Skolnik– this topic of degrees will have more limited appeal – some colleges are more invested than others. Should be a concurrent session if offered.
* Concurrent sessions: Retention strategies/Marketing/College/faculties; SEM; Funding Formula updates; online teaching/learning; career planning; making meetings meaningful; email/time/meeting management; mental health
* Other program thoughts: wellness sessions (pre/early morning walk, yoga, run); structured games at night; gathering for those attending alone

The conference committee would continue work in January to have a full slate ready for February.  |
|  | **PD Report** – Shemeena & Diane spoke about progress, sharing an overview of coursesFeedback: * Generally support for the direction the working group is going
* Need to ensure the college differentiation; great entry point for new managers or new to college system
* Consider in-person component to program
* Other ideas include media relations (might better be a management skill builder in webinar); conflict/mutual gains negotiation
* Strategic thinking – tactical engagement (slight shift form strategic planning)

Next steps: timelines, measurable outcomes, price points.  |
|  | **Compensation – Executive Framework, Admin** David Brook was not available from Council, but Diane did note that colleges were finalizing their Executive Compensation Programs, after which admin compensation would be addressed.  |
|  | **Membership Report** **Diane provided an update about meetings with College reps, confirming their support of the following:** * Using the name, *College Administrators Network* (not a legal change, just common usage name)
* Using the tag line: *Learning & Leading Together*
* Renaming College Representatives, *College Ambassadors*
* Membership campaign to run in February/March, supported by letters to all non-members, and promo products (these will continue into the spring)
* Messaging to members about brand shift/update needs to be developed still, along with an announcement about the AMC once that is confirmed.
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|  | **Adjournment** Motion to adjourn: Moved: Barb WattsSeconded: Greg Murphy |