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|  | **Name** | **Region/College** | **Term** | |
|  | Rick Helman | East, Loyalist | 2009 | 2013 |
|  | Rob Kardas | West, Lambton | 2010 | 2013 |
|  | David Belford | West, Fanshawe | 2011 | 2014 |
|  | Alanna McDonell | East, Algonquin | 2011 | 2014 |
|  | Susan Atkinson | Central, Sheridan | 2010 | 2013 |
|  | Bridget Woodcock | Central, Humber | 2012 | 2015 |
|  | Krista Pearson | North, Sault | 2012 | 2015 |
|  | Jane Cooper | West, Mohawk | 2012 | 2015 |
|  | Greg Murphy | East, Durham | 2012 | 2015 |
|  | Chantal Thiboutot | East, La Cité Collégiale | 2011 | 2014 |
|  | Riley Burton | North, Confederation | 2011 | 2014 |
|  | *Regrets* | | | |
|  | Chris Fliesser  (Past President) | West, Fanshawe | 2009 | 2013 |

Board of Directors Meeting

Thursday, February 21, 2013

**Approved Meeting Minutes**

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| Agenda Item # | Agenda Item | Action Items |
|  | Call to Order/Introductions/getting organizedChair: Rick Helman, President |  |
|  | Approval of the Agenda Motion that the Agenda be approved as circulated.  Moved: Rob Kardas  Seconded: Jane Cooper  Carried |  |
|  | Approval of the Meeting Minutes of November 1, 2012. Motion: That the meeting minutes of November 1, 2012 be approved as circulated.  Moved: Dave Belford  Seconded: Bridget Woodcock  Carried  **ACTION: The minutes will be posted to the Board web page.** | |
|  | **President’s Report - *Rick Helman***  **Advocacy:**  Compensation/Wage freeze: Rick noted that OCASA would be making a submission to Council regarding compensation guidelines for 2013 (non-executive) and opened the discussion for input. Discussion included:   * The message should be the same as in 2012 * Revisiting the idea of differential between faculty and admin; Where is recognition for manager’s responsibility? Recruiting and retaining admin in academic leadership * To whom else do we compare ourselves? Where are they working elsewhere for more money? Falling behind private sector? * Between 1.5% and 2.5%   It was agreed that last year’s submission should be updated, with a 2.5% increase recommendation.  When asked how admin at colleges represented on the board seem to be responding to compensation issue, it was noted that the issue is largely around faculty not moving into admin positions; internal hiring, some movement from support to admin. But not a lot of discussion amongst admin about compensation.  **Business development:** Board members were encouraged to consider any business contacts that would benefit OCASA. Rick raised the question about whether or not this is in competition with colleges. It was noted that the OCASA network could be seen as very attractive to businesses, so could be framed that way; building awareness that this association exists.  **Action: Diane will forward sponsorship and media kits to board members.**  Motion: That the President’s Report be accepted.  Moved: Chantal Thiboutot  Seconded: Dave Belford  Carried | |
|  | **Committee Reports & Discussion – *Diane Posterski and committee chairs***  Referencing the Committee Work updates report provided in the package:  *Finance/Audit – Bridget Woodcock*: Still building contacts list for Multiview for online advertising. To date, total sales for 2013 is $7800 (of which OCASA receives 1/3 royalty).  *Governance*: Bylaw amendments will be ready by April (with lawyer currently)  *Conference planning*: no key updates, just reminding everyone to promote at their college  *Awards – Susan Atkinson*: Confirmed earlier decision by email to modify the excellence awards:  Doug Light Award for Lifetime Achievement (formerly Doug Light Award for Administrative Excellence); also remove requirement for OCASA activity, apart from membership  Distinguished Administrator Award – remove requirement for OCASA activity, apart from membership  Moved: Susan Atkinson  Seconded: Bridget Woodcock  Carried.  *Professional Development*: Challenge in meeting limited college PD funding.  Discussion focused on communicating value of PD; targeting person in charge of PD at smaller colleges; ongoing challenge.  *Mentoring Matters*: Concern about minimum enrolment was noted. This will be starting April 12.  *Member Engagement – Dave Belford*: committee has formed and had its first meeting. The next project identified is a blog/as-the-expert for the website. This is in the early stages and ideas are welcome from the board and members. | |
|  | 2012 Financials – year end – *Bridget Woodcock*  Unaudited 2012 Financials: The unaudited income statement indicated a $7,536 surplus. Bridget reviewed key aspects of the statement for clarification. Audited statements should be available for the next board meeting. | |
|  | Membership Update – *Diane Posterski*   * New ASA Activity: George Brown (March ASA event), Centennial (Meetings set for March and May), Niagara (meeting set for April), Cambrian (re-energizing membership there); working with Northern, Algonquin. * New Hires: about 20 NH members at the time from a variety of colleges | |
|  | Nominations for Board – *Rick Helman*  *Board nominations will soon be open. Those leaving their Board positions should consider nominations for their replacement.* | |
|  | Administration:  Next meeting date will be determined at a later date. | |
|  | Adjournment | |