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**Annual General Meeting - Agenda**

**June 1, 2020 | 1:00 – 2:30 MDT in ZOOM**

**Land Acknowledgement**

**Opening remarks and Welcome – Chair, CATE President** - Michele Jacobsen

**Approve the agenda** *(motion)*: Moved by Sheryl MacMath, seconded by Norm Vaughan. Motion passed.

**Approve minutes from 2019 AGM** *(motion)*. Moved by Mary Ott, seconded by Sheryl MacMath. Motion passed.

**President’s Report** – Michele Jacobsen

* At last year’s AGM, many people were interested in supporting graduate students to present their research at the conference. We enhanced the funding available to graduate students this year and received a number of applicants. Unfortunately, the conference was cancelled, but next year we look forward to offering this opportunity to students.
* Membership remains strong and our financial situation is good. We have close to 500 members and that is one of the largest societies in CSSE.
* We thank members for their submissions and hopes that people will submit again for next year. Hopefully we will be able to meet next year in Edmonton.
* CATE has ten students who are being recognized for thesis and dissertation awards.
* Our communications people, Alexandre and Philippa, have grown their followers on Facebook and Twitter.
* We thank people for attending the working conference at Laurier and ask Mimi Masson to speak about her outreach activities.
* Mimi Masson shared about a meeting for members to discuss how to build bridges for bilingualism. The participants discussed how to promote engagement for French and English members to encourage meeting and collaboration. We noticed that it is important to create more awareness of the services offered to CATE members (such as bilingual translation of slides). We discussed leading by example—having our keynotes, panels, and other events in both languages. Those who are presenting could use interpreters. Last, we could build connections with other associations to promote French-English bilingualism as a standard in CATE. Please consider bilingual presentations next year.
* Michele shared that we will be doing elections online and we have eight positions open with a number of candidates.

**Update from the CSSE Board of Directors** – Michele Jacobsen

* The CSSE AGM is going to be held on June 20 and everyone is encouraged to attend.

**VP Report** – Cathryn Smith

* Cathryn thanked Michele for organizing and chairing this meeting. The full report is visible on the website. We were able to accommodation almost all of our submissions because we have a lot of members and thus had a lot of slots. It was a full program and it is disappointing to have to have cancelled. However, it was the right choice not to move it online given the large numbers of presentations.
* Cathryn thanked the SiG chairs for their work on the program as well as Mike Holden for his work supporting everyone and building the program. Mimi assisted with the French submissions and this was very much appreciated.

**Approve Treasurer’s Report** *(motion)* **–** Christine Massing. Moved by Sheryl MacMath, seconded by Marci

**Communications Report** – Alexandre Alves Mesquita

* We published three newsletters this year (winter, spring, and fall).
* In terms of the website, we moved all the files and documents to the website from Google Drive.
* Philippa shared that the Facebook group is running and we have also been using Twitter. If anyone in the association is using Twitter it would be helpful to following CATE and then we can follow you back. It is an important means of sharing your research. Graduate students have requested more Facebook live events which is a great way of getting them involved.

**SIG Reports:**

* **CAARE report** – Kurt Klausen**.** Kurt shared that membership has dropped a little bit. CAARE has made connections with other associations across the world. The submission rate for their journal has increased substantially. They are trying to increase their review panel and they gained 18 new reviewers. The keynote speaker for this year (Rita Irwin) is postponed until next year. The book launch for “The Future of Action Research” will be postponed until next year. They just had their AGM and created two new committees—awards and recruitment committees. They will put out a call soon. The theme journal “Action research and Indigenous Ways of Knowing” is still going to go forward and we are accepting submissions until October 1. We are going to keep conference proceedings. Manu Sharma stepped down as President last year and Kurt is filling the gap for this year. He is now stepping down and the Vice President is taking over (Glenda Day).
* **TATE report** – Norm Vaughan. Norm shared that their membership has stayed the same. He appreciated the work Cathy did in building the program. They are doing a special issue for the journal *International Journal for eLearning and Distance Education* and invited presenters to submit so they would still have the opportunity to share their work. Yesterday was the deadline. They will work on that over the summer.
* **PHETE report** – Tim Hopper. Nothing to report.
* **SSTEP report** – Kevin O’Connor. Kevin shared his disappointment that we could not get together to further develop the field and to give new members the opportunity. He has posted the report for people to refer to later. He thanked Cathy and Candy for their work on the program. Their international conference was also cancelled, but they will provide information on a virtual event later in the year. The Handbook in Self Study in Teacher Education was published earlier this year from different academics across the world.
* **CAREC** – Christine Massing. Christine shared that she became the President and Program Chair in 2019. Their membership has stayed the same and social media followers have grown. There are more than 1000 followers on Facebook. They gave graduate research awards to two master’s graduates and one doctoral graduate. They decided not to run the conference sessions online, but are still holding the post-conference on June 3th and 4th in an online format.
* **CJE Report** – Blaine Hatt. They met last week. 245 papers were received last year Sheryl shared 11% acceptance rate—52 papers were published last year. It took about a month for the initial editorial review and six months for peer review. There is currently a one year wait time from acceptance to publication so they are looking at ways to reduce that wait time. New scholar and graduate students are being asked to review and have been declining. They seem to be hesitant to step forward so they are going to do a session on this to support new scholars in being reviewers. They will look at how to move online. They are working toward having a sustainable open access option for CJE so there will be an increase in membership related to that. There is a call for submissions for a special issue due in two days. The two award winning articles will be announced soon.

**New Business** *(motion)***: Changes to CATE Constitution**

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| Three Motions to update the CATE Constitution. The proposed changes serve to formalize ad hoc expansions that have been made to the CATE Executive as membership and the work of the association has grown.   1. To add a 2nd Communications Director to CATE Executive, who shall hold office for two years, with each completing their terms in alternating years; 2. To add a 2nd Student Representative to CATE Executive, who shall hold office for two years, with each completing their terms in alternating years; 3. To formally add the Member-at-Large Francophone / Membre francophone de l'exécutif, to CATE Executive, who shall hold office for two years. |

Moved by Cathy Smith, seconded by Candy Skyhar. Motion approved. Michele notes that this is the first time the constitution has been changed in ten years.

**Elections – Open Positions on CATE Executive**

Michele explains the process for online polling. She will screen capture the results, but will not share how many votes each person received. The final results will be shared via the listsrv. She asks if there are objections and there are none. She lets everyone know that there can also be nominations from the floor. The biographies can be accessed on the website.

* Vice-President, 2020 - 2022 (1 position). Three nominees: Sheryl MacMath, Leyton Scheillert, and Huanhuan Li.
* Secretary-Treasurer, 2020 - 2022 (1 position). There is one nominee: Julia Rheaume.
* Communications Director, 2020 - 2022 (2 positions): Alexandre Mesquita and Sandra Becker.
* Member-at-Large, 2020 - 2022 (1 position). There are two nominees: Heather McLeod and Julia Rheaume. Julia elected to withdraw as she had taken another position.
* Student Member, 2020 - 2022 (1 position). There are two nominees: Ada Chen and Philippa Parks.
* CATE rep on CSSE New Scholar Committee, 2020 - 2022 (1 position). There are two nominees: Jodi Nickel and Carolyn Riches.
* CATE Award for Contributions to Research in Teacher Education, 2020 - 2022 (1 position). There are two nominees: Jodi Nickel and Lynn Thomas.

**11th Working Conference – Fall 2021 at Mount Royal University**– Michele Jacobsen, Past President

* Michele shared that she will be polling people in upcoming weeks to generate ideas for the working conference in 2021.

**10th Working Conference, Fall 2019 at Wilfrid Laurier U** – Jodi Nickel, Past Past President

* Jodi shared that Michele wrote a nice summary of the working conference in her report and so she doesn’t have a lot to add. The review process is going smoothly and close-to-final versions of the chapters are due this summer. The goal is to have it edited in early fall. She thanked all those who participated.

**Awards:**

* **Graduate Student Awards** – Presented by Jodi Nickel, Past President

These are intended to recognize the work of graduate students (master’s and doctoral) working in the field of teacher education (professional development, preservice teachers, or inservice teachers). We are recognizing ten scholars today. One at the Master’s level and nine doctoral level awards. Jodi directed everyone to the CATE website which contains the names and biographies of the award recipients. Jodicongratulated the recipients and noted that they will receive a free one-year membership.

**Final Remarks - Michele Jacobsen**

* Michele thanked Jodi for all her work on this award and also encouraged people to recommend that their students apply. We would like to see nominees for the outstanding contributions in teacher education award.
* She asked that people share ideas for the 2021 working conference via chat or email so we can choose a relevant topic. There will also be a poll in upcoming weeks.
* Michele thanked everyone for the privilege to serve as President. She thanked Jodi Nickel for her many years of service and her contributions. She also thanked Cathy Smith for all her work creating a program—it was an incredible task.
* She thanked Candy and Joy for all of their work on the CATE panel which can hopefully be carried over next year.
* She thanked Christine Massing for keeping us organized as secretary/treasurer and for her help planning for the graduate student travel scholarship.
* She appreciated the work of Mary Ott and Mandeep Kaur Gabhi who worked with the Association of Canadian Deans to plan a great graduate student event that can also hopefully be carried over next year.
* She thanked Alexandre and Philippa Parks—for the work they are doing to make sure everyone is aware of CATE activities and events.
* Thank you also to Sheryl MacMath for serving on several committees.
* She extended a welcome to the newly elected members of the new executive.

Cathy thanked Michele for all of her work and her positivity and leadership has always been appreciated.

**Meeting adjourned**