WNRCASN Annual General Meeting
February 24, 2012 – 0800 hours
Ballroom, Coast Lethbridge Hotel – Lethbridge, AB

MINUTES

1.0 Roll Call of Institutional MALs and Representatives in Attendance

<table>
<thead>
<tr>
<th>Institution</th>
<th>MALs and Representatives</th>
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<tbody>
<tr>
<td>Athabasca University</td>
<td>Sharon Moore, Margaret Edwards, Marlyss Valiant, Francis Afflech</td>
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<td>Aurora College</td>
<td>Pertice Moffat – MAL Executive, Vee Faria</td>
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<tr>
<td>BCIT</td>
<td>Selma Kerr-Wilson, Marg Gorrie</td>
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<td>Camosun College</td>
<td>Marlene Welsh</td>
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<td>Douglas College</td>
<td>Rachel French de Mejia, Maureen Mackey, Anna Helewka, Linda von Tettenborn – MAL Executive</td>
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<td>Grande Prairie Regional College</td>
<td>Jim Wohlgemuth</td>
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<td>Grant MacEwan University</td>
<td>Mary Hanson, Linda Cook, Sharon Bookhalter</td>
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<td>Kwantlen Polytechnic University</td>
<td>Rose Doyle – MAL</td>
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<td>Lethbridge College</td>
<td>Leslie McCoy, Jane Friesen, Marisa Hakstol, Liz Cernigoy, Kelsey Koots (Student)</td>
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<td>Mount Royal University</td>
<td>Joanna Szabo Hart – MAL, Stephanie Zettel, Maureen Mitchell</td>
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<tr>
<td>Red River College</td>
<td>Kristine Metcalfe – MAL Executive</td>
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<tr>
<td>Selkirk College</td>
<td>Nicole Brown – MAL</td>
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<tr>
<td>SIAST</td>
<td>Marg Olfert, Diana McFarlane, Madeline Press</td>
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<tr>
<td>Thompson Rivers University</td>
<td>Barbara Paterson, Michelle Seibel</td>
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</tbody>
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Approval of Agenda

Moved Kathy Haight: Seconded Bev Williams

Approval of Minutes of February 19, 2011

Moved Linda von Tetten born; Seconded Ruth Grant Kalischuk

Greetings from CASN – Cynthia Baker, Executive Director, CASN -Regrets

Business Arising from 2011 Annual General Meeting

On-line Membership update – As of February 16, 2012 we had 192 members; change from last year – members are now able to see who else is a member once they sign in;
5.2 **Website enhancement and design** – Discussion at MAL meeting about ways to make the website more interactive for members including use of RSS, Twitter, Adobe Connect; this upcoming year the MALs and Executive will explore ways to enhance the website; also will create survey for members to see what they want or need from the website.

5.3 **WNRCASN logo items** – The decision from the Executive this year was to allow the host of the conference to purchase logo items of their choice. There is a new budget line item “misc” to allow for this costing; Rationale to allow host of conference was because executive changes every two years and no place to house the merchandise long term.

6.0 **Business Arising from MAL Meeting**

6.1 **WNRCASN Fee Structure** – From the MAL meeting, the suggestion to raise the current fee from $30 to $50 was met with little opposition; suggestions were made to dedicate $20 of the increase to go to support student attendance at conferences; suggestion from the MAL meeting was to increase the Award amounts which only total $10K per year;

**ACTION:** MALs are to bring this back to members to assess if any concerns with fee increase; It would appear at next year’s AGM as notice of motion to increase fees to $50 dollars.

6.2 **Undergraduate Student membership in WNRCASN** – At present the constitution states that only faculty teaching in nursing education, retired faculty or graduate students can belong to WNRCASN yet we encourage undergraduate students to attend the conference; allowing undergraduate students to attend would require a constitutional change; comments that it may entice younger educators and provide encouragement for them to join;

**ACTION:** Executive and MALs will need to decide whether or not to include undergraduate students in WNRCASN and if so, would need a notice of motion for the constitutional change at the next AGM

6.3 **MAL teleconferences** – Nicole Brown at Selkirk College instigated two conferences this year to network amongst MALs; this creates a linkage between the Executive and the MALs;

**ACTION:** Incoming President Monique Sedgwick and Incoming Secretary Treasurer Kathy Haight and Nicole Brown will meet to discuss purpose and timing of MAL conference calls to ensure there is a connection with the Executive.

6.4 **Executive 2012 – 2014** – For members information the President as of this meeting is Monique Sedgewick and the Secretary Treasurer is Kathy Haight. Currently there are two vacancies on the Executive, requiring a member each from BC and SK.

**ACTION:** A call out to MALs who might be interested in serving on the Executive will occur shortly after AGM.

6.5 **CASN entry to practice position statement and the CRNE exam** – Discussion was had about whether or not WNRCASN should post a position statement on the website. Concern was expressed whether or not there was sufficient available information to create such a statement.
Information was provided by Barbara Paterson regarding information available from BC perspective including the regulators have now formed a National organization in which Laurel Brunke is ED; the amount of Canadian content will be reviewed very five years; the new company will not be using the current blue print for the CRNE; concern expressed about differences in Canadian competencies, culture, code of ethics; plan to survey practice leaders to see if exam is appropriate after its inception; reality Regulators will profit from this new arrangement; Some provinces have not heard information from their regulator (e.g. SK); Monique Sedgwick expressed concern expressed about how nurses in general as well as nurse educators voice has been oppressed; Maggie Danko (CNSA rep) shared students have created a petition, and that students are worried about the lack of transparency, lack of consultation with both educators and students; Pertice Moffitt noted that in NWT there is a misrepresentation of support from the Executive Director; Angela Gillis from ACASN noted frustration in their region, and were told the decision was made via conference call and there is only 120 days from date contract was signed to reverse decision.

**ACTION:** The President will draft a position statement from WNRCASN denouncing regulators move to support USA company.

**MOTION:** WNRCASN members move that the Executive be given permission to develop a position statement related to the CRNE exam and that WRNCASN position is not supportive of the Regulators position.

*In favor = 54   Opposed = 2   Abstain = 4   CARRIED*

6.6 **Donation to Pat Griffin memorial fund** – currently the budget line item for the memorial fund is brought to the AGM each year. Members were satisfied that each year a minimum $2500 is donated to this fund, without bringing it to the AGM each year.

7.0 **New Business**

7.1 **Honorary Member nominations** – for the upcoming year there was no nominations put forward

7.2 **Treasurer’s Report**

7.2.1 **Membership Report** - currently 192 members; discussion whether on line registration is problem, or payment through PayPal; MALs are encouraged to discuss with colleagues to assess why members are not joining WNRCASN

7.2.2 **Current Financial Report** – Karen brought forward the financial report, indicating that there was some adjustments for the webmaster due to his work on the website and registration process, more costs for teleconferences due to two with MALs, and a correction that the GIC in May is due in 2012 not 2011.

7.2.3 **Proposed Budget** see Appendix A. Moved Bev Williams; Seconded Kathy Haight

7.3 **Other Reports** - None
8.0 Announcements
- Trinity Western – hosting Faith and Nursing Symposium – please see poster
- University of Alberta is hosting the WNRCASN 2013 Conference @ Fantasyland Hotel

9.0 Adjournment @ 0920
## APPENDIX A
WRCASN 2011-2012 Income and Expenses Proposed Budget

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<tbody>
<tr>
<td></td>
<td>$54,070.90 (Dec 31, 2010)</td>
<td>$48,561.75 (Dec 31, 2011)</td>
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### # REVENUE

#### MEMBERSHIP

1. Memberships
   - PROPOSED 13,000.00
   - ACTUAL 1200.00+
   - PROPOSED 4000.00
   - TOTAL 6000.00
   - TOTAL REVENUES 5200.00

#### CONFERENCES

2. Conference Profit
   - PROPOSED 15,000.00
   - ACTUAL 17443.09
   - PROPOSED 15000.00
   - TOTAL 17443.09

3. Conference Seed Money
   - PROPOSED 2,000.00
   - ACTUAL 2000.00
   - PROPOSED 2000.00
   - TOTAL 2000.00

4. CASN & Regional Sponsored Conferences
   - Other: return of unused Graduate Student Award
   - PROPOSED 1121.21

5. TOTAL REVENUES
   - PROPOSED 30,000.00
   - ACTUAL 25,764.30
   - PROPOSED 24,643.09
   - TOTAL 25,764.30

### EXPENSES

#### AWARDS

6. WRCASN Research Award
   - PROPOSED 5,000.00
   - ACTUAL 5,000.00
   - PROPOSED 5000.00
   - TOTAL 5,000.00

7. WRCASN Education Innovation Award
   - PROPOSED 2,500.00
   - ACTUAL 0.00
   - PROPOSED 2500.00
   - TOTAL 2,500.00

8. WRCASN Grad Student Research Award
   - PROPOSED 2,500.00
   - ACTUAL 2,500.00
   - PROPOSED 2500.00
   - TOTAL 2,500.00

#### CONFERENCES

9. Conference Seed Money
   - PROPOSED 4000.00
   - ACTUAL 2000.00
   - PROPOSED 1000.00
   - TOTAL 2,000.00

   (note $1,000 given in 2010 for 2013 in Edmonton)

#### EXECUTIVE EXPENSES

10. Expenses for WRCASN Exec/MAL & AGM Meeting
    - PROPOSED 3500.00
    - ACTUAL 3500.00
    - PROPOSED 0.00
    - TOTAL 3500.00

11. Expenses for Pres & Sec-Treas for WRCASN AGM & Conference
    - PROPOSED 3500.00
    - ACTUAL 1370.00
    - ACTUAL 748.76
    - PROPOSED 420.00
    - TOTAL 3500.00
    - TOTAL 2538.76

12. Expenses for WRCASN Reps to CASN Meetings
    - PROPOSED 2500.00
    - ACTUAL 1582.37
    - PROPOSED 2500.00
    - TOTAL 1582.37

13. WRCASN Executive Meeting Expenses (Bell Canada)
    - PROPOSED 800.00
    - ACTUAL 250.63
    - ACTUAL 342.99
    - ACTUAL 15.48
    - ACTUAL 381.85
    - PROPOSED 38.71
    - TOTAL 1000.00
    - TOTAL 1029.66

#### STUDENT SUPPORT

14. Registration fee for host venue undergrad to WRCASN
    - PROPOSED 200.00
    - ACTUAL 224.00
    - PROPOSED 250.00
    - TOTAL 224.00

15. Grad Student support to conference
    - PROPOSED 200.00
    - ACTUAL 224.00
    - PROPOSED 250.00
    - TOTAL 224.00
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<td>REPRESENTATIVE SUPPORT</td>
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<td>17 Registration fee for CNSA rep to WRCASN</td>
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<td>19 P. Griffin Fund</td>
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<td>$5000.00</td>
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<td></td>
<td>(used $2500 from Ed Innovation Award since none awarded)</td>
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<td>HONORARY MEMBER</td>
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<td>20 Honorary Member to attend WRCASN MTG</td>
<td>1500.00</td>
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<td>WEB EXPENSES</td>
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<td>Balance Forward as of January 1 each year</td>
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<td>$48,561.75 (Dec 31, 2011)</td>
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<td>TOTAL EXPENSES</td>
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<td>ACCOUNT TOTAL</td>
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GICs:
- GIC #1 = $18,918.62 [Due May 19, 2012]
- GIC #2 = $38,531.54 [Due October 26, 2014]

Account Balance as of December 31, 2011 $48,561.75