



**Western Northwestern Region – Canadian Association of Schools of
Nursing**

Le region de l'ouest nor ouest- Association canadienne des écoles de sciences infirmières

WNRCSN Annual General Meeting

February 19, 2011

Sutton Place Hotel – Vancouver, BC

MINUTES

1. Roll Call of MALs and Representatives in Attendance (53 people attended)

Athabasca University

Mariann Rich

Sherril Melrose - MAL

Aurora College

Pertice Moffat – MAL Executive

Vee Faria

BCIT

Doug Wiebe

Lynn Johnson

Maureen Hornok

Douglas College

Rachel French de Mejia

Linda von Tettenborn – MAL Executive

Grande Prairie Regional College

Tamara van Tassell - MAL

Kwantlen Polytechnic University

Rose Doyle – MAL

Amandah Hoogbruin

Langara College

Janine Lennox

Veryle Tipliski – MAL

Lillian Alexis

Nancy Woo

Yu Jin Lim

Lethbridge College

Marisa Hakstol

Mount Royal University

Joanna Szabo Hart - MAL

North Island College

Lynne Oberik

Diane Jacquett

Red River College

Kristine Metcalfe – MAL Executive

W. Briscof (non member)

S. Holben (non member)

SIAST

Marg Olfert

Thompson Rivers University

Star Mahara

Susan Duncan

Sharon Simpson (Hon. Member)

Nikki Laidlaw

Donna Petri – President

Karen Andres – Sec - Treasurer

Trinity Western University

Landa Terblanche – MAL

University of Alberta

University of British Columbia

University of Lethbridge

University of Saskatchewan

University of Victoria

Heather Meyerhoff

Darlene Pankratz

Deanne McFadyen

Bev Williams – MAL Executive

Moira Bazin

Karen Peterson

Azizah Sculley

Kathy O’Flynn Magee – MAL

Cheryl Eniwistle (Hon. Member)

Anne Dewar

Bev Valkenier

Lynne Esson

Paddy Rodney

Cathy Ebbehoj

Mina Banadarvish (Student)

Yenliah Chung (Student)

Nadia Rahmati (Student)

Suzanne Harris

Lois Berry – MAL Executive

Linda Ferguson (President Elect
CASN)

Jane Milliken

Donna acknowledged and welcomed the UBC graduate students in attendance.

2. Approval of Agenda

- a. Approved by Jane Milliken; Seconded Kathy O’Flynn Magee

3. Approval of Minutes from May 6, 2010

- a. Approved minutes will be available on the website
- b. Approved Bev Williams; Seconded Linda von Tettenborn

4. Greetings from CASN – Linda Ferguson, President Elect, CASN

- a. CASN is refining the accreditation process
- b. CNA, CNF, & CASN have formed a consortium because national nursing research funding is being discontinued; nurses will now have to compete in CIHR; consortium members are meeting with key leaders in Ottawa
- c. CNA and CASN are working together regarding upcoming changes to the Canada Health Act (2014) and the changes to the Health Accord between the provinces and Ottawa regarding funding; the desire is to represent nursing with a unified voice;

ACTION: Speaking points will be distributed from CASN regarding these issues. Linda asked that members distribute the speaking points to ALL faculty in their institution.

- d. CASN encourages discussion of the CASN White Paper amongst faculty and students within each institution.

- e. CASN is receiving pressure to return to a diploma for nursing education. CNA and CASN are developing a joint statement regarding the importance of Baccalaureate preparation in nursing education.
- f. CASN is preparing a statement regarding doctoral education in nursing as it pertains to knowledge generation and knowledge transfer
- g. CASN has prepared standards/competencies related to clinical placements in: Community Health Nursing, Palliative Care Nursing, and Cultural Safety. CASN will be distributing a questionnaire to Deans and Directors of Nursing asking how the competencies are being utilized in the curriculum.
- h. Reminder of the CASN resources on line, such as NurseOne, as well as Canadian Interprofessional Health Council (CIFC).
- i. CASN Leadership Conference May 3-5, 2011 in Quebec City, Quebec
- j. CASN Leadership Conference was February 13-15, 2011 in Montreal. A theme from the conference was that nurses need to raise their voice in nursing education and health issues.
- k. Nursing Education Scholar, in connection with the Pat Griffin Award will be announced soon.

Members had questions for Linda about strategies to distribute and discuss talking points regarding the Canada Health Act. Talking points will be distributed to MALs.

Concern about the lack of attention the CASN White Paper is receiving by Deans and Directors in their home institutions. The issue of nursing voice was raised again.

5. Business Arising from MAL Meetings

- a. On Line Membership Update – Membership numbers are down this year (201 from +250 last year), could be due to the fact that the on line membership delayed registration this year, and that MALs did not have readily available to them who was a member; the plan is to develop the membership on line so it develops a searchable database with contact information of members; on line membership has received favorable feedback and WRCASN will continue with on line membership.
- b. **Constitution and Bylaw Changes (Please see attached document with the revised changes)**
MAL and Executive approved the changes to the constitution at the Executive meeting February 17, 2011; Review of recommended changes as sent out on January 16 (with minor revisions suggested by the MALs) with members.

MOTION: To accept changes to the Constitution and Bylaws as presented by Lois Berry; Seconded Bev Williams; Carried.

6. Business Arising from MAL and Executive Meeting February 17, 2011

- a. **Website Enhancement and design** – Karen has been working with Mark Tomtene the web designer to update the information and appearance of the website; the desire is to make the website a place that members will utilize; there will be a survey circulated to all members to obtain ideas about how to enhance the website; the website is a forum to enact the Constitutional objectives of political advocacy; Karen suggested that the website can be used to distribute information about blogs, discussion boards, listservs, webinars, links to other websites; Suggestion from member to highlight new content; Concern expressed by member regarding infrastructure to support website.

ACTION: Executive will discuss further. A survey will be developed and sent to MALs to distribute to all members to obtain feedback.

- b. **Vacant Awards** –WRCASN did not receive any applicants for Education Innovation Award and the WRCASN Board is recommending the money allocated (\$2500) be redirected to the Pat Griffin Award. (for approval in 'e' below)
- c. **Increasing WRCASN Membership** – membership was down this year, and that members need to consider ways of increasing membership; members may join because they are attending the WRCASN conference or applying for awards; Karen provided the suggestion of the institution with the most members would receive a \$1000 undergraduate student award; members were encouraged to discuss WRCASN membership at their institution and forward ideas to increase membership to MAL.
- d. **WRCASN and CASN relationship** – The intent is to enhance the working relationship, particularly as it applies to political advocacy; issues such as the CASN White Paper as well as Canada Health Act (2014) changes that are up coming.
- e. **Donation to Pat Griffin Memorial Fund** – WRCASN has donated \$2500 each year for the last four years to the fund and this year we are adding the \$2500 from the Education Innovation Award that had no applicants; L. Berry spoke to the importance of the award. Linda Ferguson shared what happens to the moneys of the Pat Griffin Award.

MOTION: Board moved that the donation to Pat Griffin Memorial Fund for 2011, will include \$2500 as previous years as well as \$2500 unused from the Education Innovation Award (2010); Seconded Lois Berry. Carried.

- f. **WRCASN henceforth WNRCSN logo items** – WNRCSN has been asked for logo items to be used as promotional items for conferences. WNRCSN has no logo items at all. Discussion by members regarding a new logo. Caution expressed about rebranding at this time; Discussion regarding how publicity items can increase publicity for members and

perhaps attract new members; Suggestion for post-it notes as an example.
Executive will discuss further

7. New Business

a. Honorary Member Nomination: Marg Olfert from SIAST.

SIAST is delighted and honored to nominate Norma Wildeman, former faculty and previous Program Head, Nursing Education Program of Saskatchewan (NEPS), Wascana Campus, for 2011 Honorary Member. Norma has been a recognized leader in nursing education, bringing her vision, strength and positive action to nursing education and students for more than 30 years. Norma's outstanding commitment to the profession of nursing and to nursing education has been demonstrated through her remarkable contributions at local, provincial, national and international levels. A strong proponent of the WRCASN, Norma provided leadership in promoting and supporting WRCASN's role in advancing scholarship in nursing education and faculty development.

ACTION: Executive to consider the honorary member nomination brought forward by Marg Olfert.

b. Treasurer's Report

- i. Membership report** –membership is down this year, 201 members with 14 associate members.
- ii. Current Financial Report** – Transfer of financial books was delayed as Wilda wanted to reconcile books/cheques prior to handing over; Attempt was made to reconcile books as accurately as possible.
- iii. Proposed Financial Report** – There is an increase in Seed Money line for the conference, noting that 2012 conference in Edmonton has received \$1000 already to secure the Fantasyland Hotel; University of Lethbridge will require more than \$2000 for seed money for the upcoming year; it is not known how long only \$2000 has been provided for seed money and thus has been increased to \$4000. Also the money allocated to webmaster Mark Tomtene has increased to \$4500 to allow money for website development and on line registration. Most of the other line items are unchanged.

MOTION: Kristine Metcalfe moved to accept the budget as proposed; Seconded by Tamara van Tassell; Carried

MOTION: Sherri Melrose moved to renew the GICs due in May 2011; Seconded by Marg Olfert; Carried

8. Announcements – none

9. Adjournment – 1425

APPENDIX A
WRCASN 2011-2012 Income and Expenses Proposed Budget

	Balance Forward as of January 1 each year		\$54,070.90 (Dec 31, 2010)		\$73,527.57 (January 1, 2010)
		PROPOSED January 1, 2011- December 31, 2011	ACTUAL January 1, 2011- December 31, 2011		Actual 2010 Expenditures
#		REVENUE			
	MEMBERSHIP				
1.	Memberships	13,000.00			11,681.00
	CONFERENCES				
2.	Conference Profit	15,000.00			0
3.	Conference Seed Money	2,000.00			0
4.	CASN & Regional Sponsored Conferences	0.00			
5.	TOTAL REVENUES	30,000.00			11681.00
	EXPENSES				
	AWARDS				
6	WRCASN Research Award	5,000.00			5,000.00
7	WRCASN Education Innovation Award	2,500.00			1,542.64
8	WRCASN Grad Student Research Award	2,500.00			2,500.00
	CONFERENCES				
9	Conference Seed Money (note \$1,000 given in 2010 for 2013 in Edmonton)	4000.00			3,000.00
	EXECUTIVE EXPENSES				
10	Expenses for WRCASN Exec/MAL & AGM Meeting	4000.00 Meals+room expenses			4664.54*
11	Expenses for Pres & Sec-Treas for WRCASN AGM & Conference	3500.00			3904.34
12	Expenses for WRCASN Reps to CASN Meetings	2500.00			1939.71
13	WRCASN Executive Meeting Expenses	800.00			765.86
	STUDENT SUPPORT				
14	Registration fee for host venue undergrad to WRCASN	200.00			0.00*
15	Grad Student support to conference	200.00			0.00*
	REPRESENTATIVE SUPPORT				
17	Registration fee for CNSA rep to WRCASN	480.00			0.00
18	Registration fee for CASN rep to WRCASN	480.00			0.00

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		PROPOSED January 1, 2011- December 31, 2011	ACTUAL January 1, 2011- December 31, 2011		Actual 2010 Expenditures
	FINANCIAL SUPPORT				
19	P. Griffin Fund	2,500.00			2500.00
	HONORARY MEMBER				
20	Honorary Member to attend WRCASN MTG	1500.00			0.00
	MEMBERSHIP EXPENSES				
21	Brochures/Member Cards	0.00			0.00
	OFFICE EXPENSES				
22	Audit of Books	300.00			300.00
23	WRCASN Office Expenses	300.00			
24	Archival Fees	250.00			250.00
25	Admin support for WRCASN Sec-Tres	0.00			
	WEB EXPENSES				
26	Web Admin (to CASN)	0.00			0.00
27	Web Server (Blacksun)	410.00			410.00
28	Web Maintenance(M. Tomtene)	4500.00			1500.00
	BANK				
29	Bank Charges	200.00			130.00
	MISC.				
30		1000.00			1136.56
	TOTAL EXPENSES	\$37,120.00			\$29,873.45
	ACCOUNT TOTAL				\$54,070.90

GICs

GIC #1 = \$18,918.62 [Due May 19, 2011]

GIC #2 = \$38,531.54 [Due October 26, 2014]

Account Balance as of December 31, 2010

\$54,070.90