

Canadian Network for Innovation in Education

Annual Report

2007 - 2008



Réseau canadien pour l'innovation en éducation

Rapport annuel

2007 - 2008

Annual General Meeting Agenda 28 April 2008 Canadian Network for Innovation in Education

1. Adoption of Agenda
2. Approval of the Minutes of the 2007 Annual General Meeting (CADE)
3. Approval of the Minutes of the 2007 Annual General Meeting (CNIE)
4. Business Arising from Minutes
5. President's Report *Raymond Guy*
6. Secretary-Treasurer's Report *Anna Sawicki*
 - 5.1 Audit
 - 5.2 Appointment of auditors
 - 5.3 Budget
 - 5.4 Membership Figures
7. Reports/Business from Committees *J. Rioux & J. Rossiter*
 - 6.1 Nominations/Elections *Bill Fricker*
 - 6.2 Pro-D *Carolyn Nobes*
 - 6.3 Awards of Excellence *Maria Chow*
 - 6.4 Web *Mark Bullen*
 - 6.5 *Journal of Distance Education* *Michele Jacobsen*
 - 6.6 *Canadian Journal of Learning and Technology*
8. Welcome from Incoming President *Ray Whitley*
9. Presentation
10. New Business
11. Adjournment

**Canadian Association for Distance Education
Delta Winnipeg, Winnipeg, Manitoba
14 May 2007, 16h57**

Present

CADE Members attending the CADE 2007 Annual General Meeting at the Delta Winnipeg in Winnipeg, Manitoba.

CADE Directors

Jamie Rossiter (President)
Anna Sawicki (Secretary-Treasurer)

Raymond Guy (Vice President)
Joan Collinge Past President)

Bettina Brockerhoff-Macdonald (Ontario)
Paul Little (Colleges/Institutes)
Solvig Norman (K-12)
Vicky Busch (University)

Stephanie Chu (Western)
Carolyn Nobes (Atlantic)
Lori Wallace (Prairies)

CADE Director of Administration

Tim Howard

Regrets

Bev Pasian (Private)
Ern Bieman (Government)

Raymond Brulotte (Québec)

CALL to Order and Welcome

Jamie Rossiter welcomed everyone to the 2007 CADE AGM and indicated that there would be three meetings held – CADE, AMTEC and CNIE. Those present were reminded that only CADE members were eligible to vote at the CADE AGM.

1. Adoption of the Agenda

Motion: To adopt the Agenda as distributed.

Moved by Bill Fricker/Seconded by Carolyn Nobes/Carried

Changes to Agenda

none

2. Approval of the Minutes of the 2006 AGM

Stephanie Chu was omitted from the list of attending Board of Directors.

Motion: To adopt the Minutes of 24 May 2006 as amended.

Moved by Cheryl Maclean/Seconded by Bill Muirhead/Carried

3. Business Arising from the Minutes

None

4. President's Report (Jamie Rossiter)

In the Annual Report (Page 6)

- Jamie Rossiter commented on the exceptional work of the 10 joint committees and that this was key in producing timely reports.
- The energy and passion exhibited by everyone during the past year really spoke to the calibre of the association and its members.
- Article on CADE history was co-authored by Judy Roberts and Michel Umbriaco.

5. Secretary-Treasurer's Report (Anna Sawicki)

Motion: To accept the Auditor's Report.

Moved by Anna Sawicki/Seconded by Denis Mayer/Carried

Motion: To appoint McCay, Duff and Company as the auditors for 2007-2008.

Moved by Anna Sawicki/Seconded by Bettine Brockerhoff-Macdonald/Carried

The following issues of the Financial Report (distributed) were presented:

- In last year's budget (column 2) we projected a deficit of ~\$13,000 and thanks to fiscal prudence our actual deficit was a little over \$7,000 (column 3)

Motion: To accept the 2007-2008 Budget as distributed.

Moved by Anna Sawicki/Seconded by Stephanie Chu /Carried

- Members were directed to Page 16 of the Annual Report to review the Membership Figures.

6. Reports

Nominations (6.1) – see Page 16 in the Annual Report (Joan Collinge)

Joint Past-Presidents	Johanne Rioux and Jamie Rossiter
President	Raymond Guy
Vice President	Ray Whitley
Secretary Treasurer	Anna Sawicki

Directors

Applied Technology	Maria Chow
Distance/Open Education	Carolyn Nobes
Media Production	David Kidney
Policy/Administration	Bettina Brockerhoff-Macdonald
Research	Norm Vaughn

- Chris Shelton (Co-Chair of the Nomination Committee) was thanked for her work on this committee
- Good representation of bilingual representation on the Board.
- Tim Howard was thanked for all his work this past year.

Motion: To accept nominees as listed.

Moved by Joan Collinge/ Seconded by Denise Paquette Frenette/Carried

Motion: To accept all the committee Reports as reported in the Annual Report (6.2 – 6.5).

Moved by Judy Roberts/Seconded by Denis Mayer/Carried

7. Presentation

Joan Collinge was presented with an Honorary Membership.

Bill Muirhead (former President) was given the AMTEC Leadership Award.

8. New Business

For the formation of a new organization a meeting was held with the lawyers on April 27 and they were given information on the dissolution.

Formal process takes some months and in the meantime CADE will act as the financial agent of CNIE.

See page 3 of the lawyer's report.

BE IT RESOLVED THAT:

1. The existing Board of Directors, officers and auditors of the Corporation shall continue to hold their respective offices and do all things as may be necessary or requisite to effect the dissolution of the Corporation in accordance with the prior resolution of the members.
2. The directors of the Corporation be and they are hereby authorized to continue to oversee the joint working committee of the Corporation and AMTEC (Association for Media and Technology in Education in Canada) to complete the incorporation of a new corporation to be incorporated under the *Canada Corporations Act* as **CANADIAN NETWORK FOR INNOVATION IN EDUCATION/RESEAU CANADIEN POUR L'INNOVATION EN EDUCATION**.
3. The directors of the Corporation be and they are hereby authorized to do all things as may be necessary or requisite, pending dissolution of the Corporation to effect an orderly transfer of the assets, business and affairs of the Corporation to CANADIAN NETWORK FOR INNOVATION IN EDUCATION/RESEAU CANADIEN POUR L'INNOVATION EN EDUCATION once it has been incorporated.

Motion: To accept the resolution as presented.

Moved by Bill Muirhead/Seconded by Bill Fricker/Carried

Motion: To thank the Hosts and the Organization Committee and the numerous volunteers who help worked so tirelessly to produce the 2007 CADE-AMTEC International Conference in Winnipeg Manitoba.

Motion: To thank all outgoing CADE Board members.

Moved by Denis Meyer/Seconded by Carolyn Nobes/Carried

9. Adjournment

Moved by Paul Little at 17h52 (local time).

**Canadian Network for Innovation in Education
Founding Meeting
Delta Winnipeg, Winnipeg, Manitoba
May 14, 2007, 16h57**

Present

CNIE (CADE and AMTEC) Members attending 2007 Annual Conference at the Delta Winnipeg in Winnipeg, Manitoba

Directors

Raymond Guy (President)

Ray Whitley (Vice-President)

Anna Sawicki (Secretary Treasurer)

Johanne Rioux (Past President)

Jamie Rossiter (Past President)

Carolyn Nobes (Distance and Open Education)

Maria Chow (Educational Technology)

David Kidney (Applied technology)

Bettina Brockerhoff-Macdonald (Policy & Administration)

CNIE Director of Administration

Tim Howard

Regrets

Norm Vaughn (Research)

Welcome and Call to Order

Raymond Guy, President of CNIE welcomed all delegates to the first CNIE Annual General Meeting and spoke to the values of the new organization.

1. Adoption of the Agenda

Motion: To adopt the Agenda as distributed.

Moved by Cheryl McLean/Seconded by Darlene Frederickson/Carried

2. Approval of the Membership Fees

Developed by the Membership Committee

Motion: To adopt the 2007-2008 Membership Fees.

Moved by Bill Fricker/Seconded by David Kidney /Carried

3. Approval of Budget

Motion: To approve the 2007-2008 Budget as distributed.

Moved by Anna Sawicki/Seconded by Derek Hutton/Carried

4. Appointment of Auditors

Motion: To appoint McCay, Duff and Company as the organization's auditors for 2007-2008.

Moved by Anna Sawicki/Seconded by Johanne Roiux/Carried

5. Ratification of founding Directors

Motion: To accept the New Board of Directors.

Moved by Bill Muirhead/Seconded by Stephanie Chu/Carried

6. Other

Tim Howard was thanked for all his work over this past year.

7. Adjournment

Moved by Bill Fricker at 18h00.

President's Report

Raymond Guy

The first year of the Canadian Network for Innovation in Education (CNIE) as an official entity has come and gone. It seems like yesterday that we were revealing our new name and logo. I am proud to have worked with your board of directors as we have taken on the many challenges of a first year of existence.

Much of our efforts have been concentrated on finalizing in a timely manner the legal aspects of the merging of our founding organizations, the Canadian Association for Distance Education (CADE) and the Association for Media and Technology in Education in Canada (AMTEC), as well as the incorporation of the CNIE. We have merged and stand in good form both financially and operationally. Thanks to the board of directors and the diligent work of our director of administration, Tim Howard, who kept us apprised of all aspects of this activity and expedited our every recommendation.

I also wish to thank Johanne Rioux and Jamie Rossiter, who served as the presidents of AMTEC and CADE respectively and past presidents in this first year of our existence. They have guided us in the merging of our associations and shared their wisdom in planning our future directions as CNIE.

We have carried forth our flagship activities and promote them with pride. Many committees work in the background to make things happen: communications, awards, journals, professional development, website, international relations and conference organization. Without the diligent work of the committee members, we would have found it difficult to achieve our objectives of getting the CNIE fully functional with services to its members. I wish to thank the committee chairs and their teams for their outstanding work.

We have had the opportunity of representing our membership at the Standing Senate Committee on Agriculture and Forestry to present the role of distance education and the use of technology in mitigating rural poverty and reduced opportunity amongst rural Canadians. We, as innovators in education have a role to play in the social and economic development of rural Canada.

Finally, much effort has been invested in working with our colleagues at Athabasca University in preparing this conference for you, the members of the CNIE. Your presence here is a testimonial to the potential of our network in fostering the values of working together to innovate on best practices and sound pedagogical and management in education in Canada.

Many challenges of being a new organization still lie ahead. We stand on good foundations and we will continue to promote the effective and innovative use of technology for education on campus and through open and distance learning to keep Canada as a leader in education in the world.

**CANADIAN ASSOCIATION FOR DISTANCE EDUCATION
ASSOCIATION CANADIENNE DE L'ÉDUCATION À DISTANCE**

**FINANCIAL STATEMENTS
ÉTATS FINANCIERS**

**MARCH 31, 2007
31 MARS 2007**

AUDITORS' REPORT

To the Members,
Canadian Association for Distance Education.

We have audited the balance sheet of Canadian Association for Distance Education as at March 31, 2007 and the statements of revenue and expenditure and cash flows for the year then ended. These financial statements are the responsibility of the association's management. Our responsibility is to express an opinion on these financial statements based on our audit.

Except as explained in the following paragraph, we conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we plan and perform an audit to obtain reasonable assurance whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation.

Note 4 to the financial statements reports the total revenue and total expenditure of the conference. The books and records supporting these activities are located with the host organization and were not available for audit purposes. We were not able to satisfy ourselves concerning the validity of these amounts by alternative means. Accordingly, we were not able to determine whether any adjustments might be necessary to assets, members' equity, conference revenue and net revenue for the year.

In our opinion, except for the effect of adjustments, if any, which we might have determined to be necessary had we been able to examine the books and records of the conference as referred to in the preceding paragraph, these financial statements present fairly, in all material respects, the financial position of the association as at March 31, 2007 and the results of its operations and cash flows for the year then ended in accordance with Canadian generally accepted accounting principles. As required by the Canada Corporations Act, we report that, in our opinion, these principles have been applied on a basis consistent with that of the preceding year.

McCay, Duff & Company LLP

McCay, Duff & Company LLP,
Licensed Public Accountants.

Ottawa, Ontario,
September 21, 2007.

McCay, Duff & Company LLP

CHARTERED ACCOUNTANTS

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BLAIR EDWARD DAVIDSON C.A.
PROFESSIONAL CORPORATION

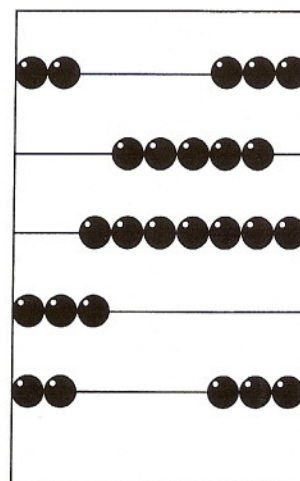
G W TRICKEY C.A.
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ROBERT D SHANTZ C.A.
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MARGARET N. EGAN C.A.
PROFESSIONAL CORPORATION

JASON T. HOWARTH C.A.
PROFESSIONAL CORPORATION

BRYAN E SULLIVAN C.A.
PROFESSIONAL CORPORATION
CONSULTANT



CANADIAN ASSOCIATION FOR DISTANCE EDUCATION

BALANCE SHEET

AS AT MARCH 31, 2007

ASSETS

	<u>2007</u>	<u>2006</u>
CURRENT		
Cash	\$ 58,991	\$ 29,526
Short-term deposits	30,000	30,000
Accounts receivable	24,202	29,916
Prepaid expenses	<u>1,634</u>	<u>1,885</u>
	<u>\$ 114,827</u>	<u>\$ 91,327</u>

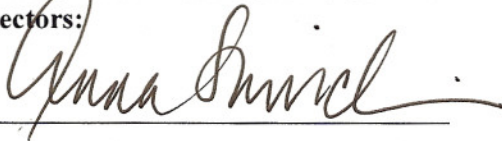
LIABILITIES

CURRENT		
Accounts payable and accrued liabilities	\$ 11,840	\$ 7,307
Deferred revenue	<u>67,532</u>	<u>14,567</u>
	79,372	21,874

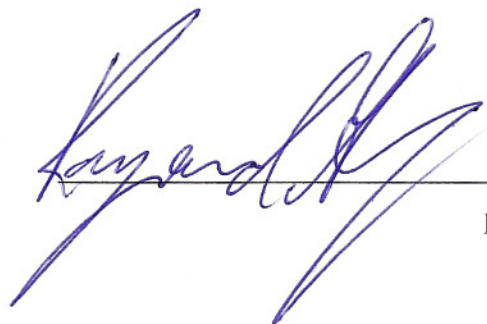
MEMBERS' EQUITY

SURPLUS		
Balance - beginning of year	69,453	75,155
Net revenue (expenditure) for the year	<u>(33,998)</u>	<u>(5,702)</u>
	35,455	69,453
Balance - end of year	<u>\$ 114,827</u>	<u>\$ 91,327</u>

Approved on behalf of the Board of
Directors:



Director



Director

CANADIAN ASSOCIATION FOR DISTANCE EDUCATION

STATEMENT OF REVENUE AND EXPENDITURE

FOR THE YEAR ENDED MARCH 31, 2007

	<u>2007</u>	<u>2006</u>
REVENUE		
Membership fees		
Individual	\$ 17,117	\$ 19,298
Organizational	<u>28,985</u>	<u>30,235</u>
	46,102	49,533
Journal	9,299	9,550
Interest	2,030	1,065
Conference (note 4)	-	20,400
Professional development workshops	8,758	9,015
Charitable donations	25	-
Project	19,797	1,872
Awards	1,365	3,176
Other	<u>-</u>	<u>104</u>
	87,376	94,715
EXPENDITURE		
Annual report	1,339	1,145
Audit and legal	1,700	1,674
Awards	500	3,771
Board of Directors	21,566	19,931
Conference (note 4)	9,255	5,922
Journal	17,375	17,375
Marketing and promotion	-	2,946
Office supplies and expenses	36	399
Other	1,304	1,752
Postage	521	1,633
Professional development workshops	2,402	3,303
Research projects	23,480	4,962
Secretariat fees (note 5)	33,000	28,462
Telephone	50	93
Translation	807	1,537
Web site and informatics	<u>8,039</u>	<u>5,512</u>
	<u>121,374</u>	<u>100,417</u>
NET REVENUE (EXPENDITURE) FOR YEAR	<u>\$(33,998)</u>	<u>\$(5,702)</u>

CANADIAN ASSOCIATION FOR DISTANCE EDUCATION

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED MARCH 31, 2007

	<u>2007</u>	<u>2006</u>
CASH PROVIDED BY (USED FOR)		
OPERATING ACTIVITIES		
Cash from operations		
Net revenue (expenditure) for the year	\$(33,998)	\$(5,702)
Net change in non-cash working capital balances related to operations		
- accounts receivable	5,714	(12,422)
- prepaid expenses	251	1,010
- accounts payable and accrued liabilities	4,533	3,723
- deferred revenue	<u>52,965</u>	<u>8,128</u>
	<u>63,463</u>	<u>439</u>
	29,465	(5,263)
INVESTING ACTIVITY		
Increase in short-term deposits	<u>-</u>	(<u>30,000</u>)
INCREASE (DECREASE) IN CASH AND CASH EQUIVALENTS DURING THE YEAR	29,465	(35,263)
Cash and cash equivalents - beginning of year	<u>29,526</u>	<u>64,789</u>
CASH POSITION - END OF YEAR	<u>\$ 58,991</u>	<u>\$ 29,526</u>

CANADIAN ASSOCIATION FOR DISTANCE EDUCATION

NOTES TO FINANCIAL STATEMENTS

MARCH 31, 2007

1. INCORPORATION

The Canadian Association for Distance Education was established in 1983 and was incorporated under Part II of the Canada Corporations Act on 12 May 1993. The objective of the Association is to foster excellence in the provision of distance education in Canada. The Association is registered as a tax-exempt charity with Canada Revenue Agency and with the Ministry of Revenue of Quebec.

2. SIGNIFICANT ACCOUNTING POLICIES

(a) Basis of Accounting

Revenue and expenditures are recorded on the accrual basis, whereby they are reflected in the accounts in the period in which they have been earned and incurred respectively, whether or not such transactions have been finally settled by the receipt or payment of money.

(b) Revenue Recognition

The Association invoices members on a September to August basis and Journal subscribers on a calendar year basis. These amounts are recognized in the fiscal year in which they are invoiced.

(c) Volunteer Services

The Association receives the services of volunteers, the cost of which cannot be reasonably estimated. Therefore, no representation of this expenditure has been included in these financial statements.

(d) Use of Estimates

The preparation of financial statements in conformity with Canadian generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets, liabilities, revenues and expenditures and disclosure of contingent assets and liabilities. Actual results could differ from those estimates.

3. FINANCIAL INSTRUMENTS

The Association's financial instruments consist of cash, short-term deposits, accounts receivable and accounts payable and accrued liabilities. Unless otherwise noted, it is the Board of Director's opinion that the Association is not exposed to significant interest rate, exchange rate, or credit risks arising from these financial instruments. The carrying amounts reported on the balance sheet for these financial instruments approximate fair values due to their immediate or short-term maturities.

CANADIAN ASSOCIATION FOR DISTANCE EDUCATION

NOTES TO FINANCIAL STATEMENTS

MARCH 31, 2007

4. CONFERENCE REVENUE

The Conference is typically hosted by various member organizations across the nation on behalf of the Association. The revenues and expenditures of the Conference are considered revenues and expenditures of the Association with gross revenues and expenditures shown below. The surplus (deficit) from the Conference is accounted for by the Association as the net amount on the statement of revenue and expenditure transferred by (to) the lead host organization.

	<u>2007</u>	<u>2006</u>
Total revenue	\$ 199,689	\$ 135,295
Total expenditure	<u>214,080</u>	<u>101,294</u>
Net revenue (expenditure)	\$(<u>14,391</u>)	\$ <u>34,001</u>
Host sponsor's portion	\$(5,756)	\$ 13,601
CADE's portion	<u>(8,635)</u>	<u>20,400</u>
	<u>\$(<u>14,391</u>)</u>	<u>\$ <u>34,001</u></u>

CADE's conference expenditure includes \$4,318, or 50%, of their portion as reported above. The remaining 50% was paid by the Association for Media and Technology in Education in Canada.

5. SECRETARIAT FEES

Administrative and secretarial services are provided by the Canadian Society for the Study of Education (CSSE). An annual fee is paid each year for the services.

6. SUBSEQUENT EVENT

The members of the Association voted in favour of merging the Association with Association for Media and Technology in Education in Canada, whose members also voted in favour of merging. The two Associations will merge and the new association will operate under the name of Canadian Network for Innovation in Education.

CNIE INCOME STATEMENT
2008-2009 Budget & Estimate to 31 March 2008
ÉTAT DES RÉSULTATS DU RCIE
Budget 2008-2009 et prévision des dépenses au 31 mars 2008

	2008 - 2009 Proposed Budget Budget proposé	2007 - 2008 Approved Budget approuvé	2007 - 2008 Year to date estimates Prévisions à jour pour l'année
Revenue / Revenus			
Membership fees / Cotisation des membres	\$ 57,000	\$ 57,000	\$ 48,265
Interest income and exchange / Intérêts bancaires et échange	\$ 1,000	\$ 1,000	\$ 1,000
<i>JDE / RDÉ</i>	\$ 10,000	\$ 10,000	\$ 10,000
<i>CJLT / RCAT</i>	\$ 18,000	\$ 18,000	\$ 18,000
Pro-d Workshops / Ateliers P-pro	\$ 15,000	\$ 15,000	\$ 5,800
Conference / Congrès	\$ 240,000	\$ 240,000	\$ 220,000
Awards / Prix	\$ 900	\$ 900	\$ 900
Research Stipend / Allocation de recherche	\$ 2,000	\$ 2,000	\$ 1,000
Miscellaneous / Divers	\$ -	\$ -	\$ -
Special Projects (OLT) / Projets de recherche (BTA)	\$ -	\$ -	\$ 2,000
TOTAL	\$ 343,900	\$ 343,900	\$ 306,965
Expenses / Dépenses			
<u>Programmes and publications / Programmes et publications</u>			
Conference / Congrès	\$ 220,000	\$ 225,000	\$ 205,000
Awards / Prix	\$ 1,500	\$ 1,500	\$ 1,500
Advertising & promotion / Publicité et promotion	\$ 2,000	\$ 2,500	\$ 3,000
Pro-D Workshops / Ateliers P-pro	\$ 10,000	\$ 10,000	\$ -
<i>JDE / RDÉ</i>	\$ 17,300	\$ 17,300	\$ 17,375
<i>CJLT / RCAT</i>	\$ 20,000	\$ 20,000	\$ 20,000
Web site / Site Web	\$ 12,000	\$ 12,000	\$ 8,000
Annual report / Rapport annuel	\$ 1,500	\$ 1,500	\$ 1,500
Research Stipend / Allocation de recherche	\$ 2,000	\$ 2,000	\$ 1,000
Special Projects (OLT) / Projets de recherche (BTA)	\$ -	\$ -	\$ 7,000
SUBTOTAL / SOUS-TOTAL	\$ 286,300	\$ 291,800	\$ 264,375
<u>Administration</u>			
Secretariat / Secrétariat	\$ 32,960	\$ 32,960	\$ 32,960
Legal and audit / Services légaux et de vérification	\$ 3,000	\$ 3,000	\$ 3,000
Financial service charges / Frais bancaires	\$ 2,000	\$ 2,000	\$ 2,000
Office supplies & Printing / Fournitures de bureau et imprimerie	\$ 2,000	\$ 3,000	\$ 2,000
Translation / Traduction	\$ 2,000	\$ 2,000	\$ 2,000
Postage and courier / Courrier et messagerie	\$ 1,500	\$ 1,500	\$ 1,500
Telephone and facsimile / Téléphone et télécopieur	\$ 300	\$ 300	\$ 300
Board of Directors / Conseil d'administration	\$ 15,000	\$ 20,000	\$ 15,000
Standing and Ad Hoc Committees / Comités permanents et ad hoc	\$ 3,000	\$ 5,000	\$ 3,000
Miscellaneous / Divers	\$ -	\$ -	\$ -
SUBTOTAL / SOUS-TOTAL	\$ 61,760	\$ 69,760	\$ 61,760
TOTAL	\$ 348,060	\$ 361,560	\$ 326,135
Excess of revenue over expenses / Excédent du revenu sur les dépenses:	-\$ 4,160	-\$ 17,660	-\$ 19,170
Surplus, beginning of year / Excédent au début de l'exercice**	\$ 53,830	\$ 73,000	\$ 73,000
Surplus, end of the year / Excédent à la fin de l'exercice	\$ 49,670	\$ 55,340	\$ 53,830

** estimate

	2007-2008*	Historical**	
Regular	147	248	Titulaire
Student	35	44	Étudiant
Retired	7	10	Rétraite
Honorary	12	12	Honoraire
Complimentary	1	1	Complimentaire
Org-Designate Pers.	70	83	Org-Pers. Désignée
Org-Additional Pers.	252	258	Org-Pers. supplément.
TOTAL	524	656	TOTAL
Atlantic	58	-	Atlantique
Québec	49	-	Québec
Ontario	130	-	Ontario
Prairie	204	-	Prairie
Western	72	-	Ouest
USA	3	-	É.-U.
International	8	-	International
TOTAL	524	0	TOTAL
Female	298	-	Femme
Male	226	-	Homme
TOTAL	524	0	TOTAL
French	69	-	Français
English	455	-	Anglais
TOTAL	524	0	TOTAL

*as of 14 April 2008 - in progress

**combined data of CADE and AMTEC

Nominations Committee
Johanne Rioux and Jamie Rossiter

The Nominations Committee was made up of the Past Presidents of AMTEC and CADE, Johanne Rioux and Jamie Rossiter, respectively and Ray Whitley, Vice-President of CNIE. Because most positions on the new CNIE Board are multi-year, there was only one position to fill, that of Vice President. The Nominations Committee is pleased to nominate Maureen Baron as Vice President of CNIE for 2008-2009. There being no other nominations received from the membership before the deadline, this position will be filled by acclamation.

Professional Development Committee
Bill Fricker

For the academic year 2007-2008, your Pro-D committee provided seven W&WW events, and two more yet to come. John King from the College of the North Atlantic is scheduled for May, and George Siemens of the University of Manitoba will present on June 18.

This year, we offered sessions via Elluminate courtesy of NAIT. We even dabbled in Second Life for our April session.

Your W&WW committee is - Ron Lawson, Bev Pasian, and Bill Fricker

Presenter	Title	Event Date
Sam Shaw	Get a Second Life: Explorations into Second Life for the Classroom	16 April 2008
Clayton Wright	Beyond Our North American Borders	19 March 2008
Debbie McGee	Building Community Capacity for the Health and Well-Being of Children: A Framework for Action (AMTEC 2007 Award)	20 February 2008
Vicky Busch	Best First Year Online: An Open CourseWare Alternative	16 January 2008
Solvig Norman & Eleanor Liddy	Tales From The Trenches: Distributed Learning in the K-12 World: The BC Experience	21 November 2007
Kate Seaborne et. al.	Who You Gonna Call? Distance Learner Support at UVic (CADE 2007 Award)	24 October 2007
Raymond Guy	Innovations in Education – CNIE-RCIE Is Your Network	19 September 2007

Yet to come –

Presenter	Title	Event Date
John King	Providing and Measuring Services to Online Students and Faculty	21 May 2008
George Siemens	Social Software in Traditional Academic Environments	18 June 2008

Our plans for 2008-09 are well underway. Details will be forthcoming shortly. Have you any suggestions? Please let us hear from you.

Awards of Excellence Carolyn Nobes

Overview

Thanks to the support of a strong and dedicated group of individuals, we are pleased to present the 2008 CNIE Awards of Excellence. Several individuals agreed to continue to serve on award sub-committees during this transitional year to implement the recommendations for the new organization. These various sub-committees used as its foundation the new, recommended, bilingual awards put forth by the merger committee and approved by the board. They worked to preserve the past values of both organizations, while presenting a new and inclusive image for the future.

This is the first year for an annual report that includes all the awards as a result of the merger. Our increased communication as a team and a united image will be reflected at the forthcoming conference the end of April. We have new plaques for the award winners, a fresh and informative brochure and a lively multi-media presentation for the banquet.

This year's awards committee's main accomplishments lie in successfully overseeing the 2008 CNIE integration of all the various awards under one umbrella. It resulted in stronger communication with the board, the 2008 conference committee and between award sub-committee chairs. Each award received submissions for their competition and winners were chosen as a result of a well defined review process. There was a good distribution of projects from across Canada touching on a variety of aspects of the latest trends in open and distance education. Projects were predominately submitted electronically. This method of electronic submission has improved the processes from the past but there still remains some copying and shipping of materials across the country at the time of judging.

The AMTEC Trust and the Graduate Student Stipend sub-committees worked diligently to increase the profile of these awards. It worked. We had an increased number of applicants and are pleased to present some awards again this year after a hiatus last year.

As in the past, the committees made all possible efforts to guarantee that there were no conflicts of interest in the adjudication process. We are pleased to see so many individuals return again this year to serve as jurors. We hope they will continue to volunteer.

The award categories and sub-chairs, French and English, for 2008 were:

- a. Leadership Award- Johanne Rioux & James Rossiter
- b. AMTEC Trust Award- Mark Akerman & Ray Whitley
- c. Graduate Student Stipend- Bettina Brockerhoff-Macdonald & Lorraine Carter
- d. Canadian Journal of Learning and Technology- Michele Jacobsen
- e. Journal of Distance Education- Mark Bullen
- f. Excellence and Innovation in Instructional Design- Chris Crowley & Suzanne Huot
- g. Excellence and Innovation in Use of Learning Technology- Dianne Jamieson-Noel & Suzanne Huot
- h. Excellence and Innovation in Partnership/Collaboration - Bettina Brockerhoff-Macdonald & Suzanne Huot
- i. Excellence and Innovation in Student Services - Gerona McGrath & Suzanne Huot

Media Festival Awards:

School System K-12 – Award of Excellence

Post-Secondary – Award of Excellence

Post-Secondary – Award of Merit

Post-Secondary – Award of Excellence

Post-Secondary – Award of Merit
Government/Commercial – Award of Excellence
Government/Commercial – Award of Merit
Award of Distinction – Best Overall Production

Awards of Excellence Guidelines

The 2007 – 2008 Committee members would like to acknowledge their appreciation to the past committees for revising and updating the Awards of Excellence guidelines. They guided the facilitation for this year's process. These revisions and recommendations were a great benefit to this year's committee members. Their suggestions were implemented. Following the evaluation of this year's process, further recommendations will continue to be put forth for the future committee. The juror form, entry form and score cards were reviewed, adapted and updated to reflect the new organization and their online use. Changes were made to the new CNIE website to facilitate the identification of interested adjudicators, the awards promotion, and the collection and distribution of submissions to adjudicators. The website is still under construction during the 2007-2008 award's committee tenure but we hope it will be completed soon for all users in the future.

Implementation 2007- 2008

- Reviewed and revised the goal of the Awards of Excellence Program as follows:
To recognize excellence in the innovative educational practice and use of learning technologies in all educational settings including distributed learning, open/distance education, and institutional contexts, both nationally and internationally, through a competition adjudicated by a committee of professional peers from across Canada.
- Scheduled regular monthly meetings with minutes and provided opportunities for frequent communication.
- Reviewed and adjusted again the categories or the scoring methodology to facilitate adjudication of submissions from different types of organizations and the various levels of education and training.
- Reviewed, combined and eliminated any duplication of information on the website. Revised the content to reflect the new name and logo.
- Over 90 percent of the submissions were received electronically. But, the electronic drop boxes were not used for all the submissions. Electronic scoring rubrics were also not functional so it delayed the review process.
- Increased the promotion of the Graduate Student Stipend, and this did result in more submissions.

Recommendations for next year

In the spirit of continuous improvement of the process, the committee has identified areas for review by next year's committee to ensure the highest quality of submissions and participation.

- Encourage volunteers to co-chair the various award sub-committees
- Continue to update the rubrics and submission guidelines to reflect the changing nature of media today

- Make the rubric/evaluation scheme public to all submitters. This may result in more consistency for reviewers and would make clear to submitters what elements their projects will be judged on.
- Create a document format for all award minutes, procedures and guidelines. This would provide an archive of award committee information for future use. An example of a working model may be to have access to searchable documentation from a password protected website linked on the CNIE website.
- Review the promotion mechanisms to continue to encourage greater participation in all award categories in both the French and English submissions, the Graduate Student Stipend and the AMTEC Trust.
- Continue to improve the online submission process within the CNIE website.

The committee wishes to send a special "thank you" from this committee to, Tim Howard, CNIE, who is our silent supporters behind the scenes. His knowledge, patience's and support is invaluable to this process. In addition, two of many individuals from Athabasca University contributed a strong link to the success of the awards committee. A special thanks to Mel MacGregor and Corina Hetze.

The committee wishes to thank all the volunteers and CNIE board members who participated in the adjudication process. As the adjudication process is confidential, your names have been included with the full list of CNIE association volunteers attached to the CNIE annual report.

The committee also wishes to thank all the organizational members who participated in this year's competition, including:

2008 -List of Participating Organizations in all the Awards of Excellence

Alberta Education	Rogers Television
Athabasca University	Royal Tyrrell Museum
British Columbia Institute of Technology	Seneca College
City of Burnaby	Simon Fraser University
i.c. Productions	TÉLUQ/UQAM
Laurentian University	Université du Québec en Abitibi-
Memorial University	Témiscamingue
Nova Scotia Department of Education	University of British Columbia
Open School, BC	University of New Brunswick
	University of Ottawa/Université d'Ottawa

I wish to thank all those that worked on the core awards committee, especially Bettina Bockerhoff-Macdonald. Her support to me as co-chair was outstanding. This group worked diligently to merge processes and protocols successfully and respectfully. It was my pleasure to work with everyone.

Respectfully submitted on behalf of the awards sub-committees,
Carolyn Nobes

Website

Maria Chow and Anna Sawicki

Growing Pains

The merger of AMTEC-CADE created a period of transition with all the accompanying growing pains. As painful as it sometimes may be, the end result is well worth the effort! Mid-year, responsibilities for the Website were transferred from Anna Sawicki to Maria Chow. One priority was to develop the new CNIE design. A cascading style sheet which incorporates the CNIE logo and colours was completed. It is hoped that the design will be in place for the Banff conference. Please bear with us should this timeline not be met as functionality often took precedent over the website's look.

Following feedback from the 2007 conference in Winnipeg, steps were taken to debug the existing Conference registration system. This has been accomplished for the 2008 CNIE Conference. Regarding the online awards and the evaluation submission system, submitters were able to make online submissions; however, there continues to be some problems with the evaluation system for adjudicators. Fortunately, all electronic submissions were sent out to the adjudicators from Tim Howard and evaluations were done via e-mail and teleconference. Further tweaks and adjustments may be required following consultations with this year's organizers and the CNIE Awards Committee.

Out with the Old and in with the New

It is recognized that an update to the content needs to be done. To accomplish this task, steps were taken to retrieve relevant information and to archive the old. And while last year's Board of Directors are a great-looking bunch, updating this section will help members better identify the new CNIE faces.

Emerging Needs

In late March of 2008, some additional problems were identified. These were presented to the Board of Directors at the April teleconference meeting and a response and actions are forthcoming. A special thank you goes to Mark Roy, University of Manitoba, for bringing this to light and for providing potential solutions.

Is there a need to have a website committee? Yes, and an invitation to participate will be sent to all members. Working within Kindergarten to Secondary sector or Secondaire deux (Maria Chow), I sense the need for the CNIE website to be more reflective of the organization's needs. Of course, you may have an opinion, so please share your ideas and comments with me.

We couldn't do our work without You

This year, special thanks goes out to Tim Howard for his continuing work on the website and Mark Roy for coming on stream most recently.

Journal of Distance Education
Mark Bullen

Editorship

2007 marked the first full year for the Journal at its new home at BCIT under the editorship of Mark Bullen. François Pettigrew and Lucie Lavoie serve as the Francophone editors.

Review process

Double blind review process for author(s) and reviewers

Publication

In 2007 the Journal began a transition to an online only publication. The Open Journal System (OJS) was adopted as the online publication platform and issues 21.3 and 22.1 were published online and in print. In addition, the process of migrating all of the previous online versions of the journal into the OJS was initiated. To date volumes 12-21 have been moved to the OJS and the plan is to have the migration complete by the end of 2008. At that time, the print version of JDE will be discontinued.

JDE also began the process of becoming part of the Athabasca University Press e-journal program. Having the AU Press imprint will provide a number of distribution, aggregation and promotional benefits for the journal.

JDE can be found online at <http://www.jofde.ca>

21.3: 212 pages 22.1: 106 pages

Submissions

Manuscripts received: 31
Accepted for publication: 13
Rejected: 12
Other: 8

Reviewers

Canadian: 39
International: 6

Subscriptions

	Members	Subscribers	Total
Canada	513	58	571
USA	3	87	90
Other	8	42	50
Total	524	187	711
Members are for Membership Year 2007-2008 (in progress).			
Subscribers are for Subscription Year 2007.			

JDE is indexed in the *Canadian Education Index*, *ERIC/Current Index to Journals in Education*, *Ulrich's International Periodicals Directory*, *Contents Pages in Education*, and *CIJE/Current Index & Journals in Education*; *Education Index*; appropriate articles are abstracted in *Education Abstracts*, *Educational Technology Abstracts*, *Higher Education Abstracts*, and *Technological Education Abstracts*.

Reflecting History

The main purpose of this report is to take stock of the 33rd Volume of the Canadian Journal of Learning and Technology (CJLT). The second purpose is to locate the 33rd volume of CJLT, and the Fall 2007 issue in particular, in the history of the field. Why? The Fall 2007 issue of CJLT is the first that was distributed to all members of the Canadian Network for Innovation in Education (CNIE). While the disciplines of Distance Education and Educational Technology can often bear a strong family resemblance, the disciplines are also distinct and there is enduring value for both to continue to be served by a reputable Canadian peer reviewed journal that publishes research in both English and French. Thus, all CNIE members will now automatically receive both CJLT, and the Journal of Distance Education, edited by Mark Bullen, Lucie Lavoie and Francois Pettigrew. Both educational technology and distance education scholars are encouraged to take a moment to celebrate this time in our shared history during which scholars have come together to form a new association that supports two peer-reviewed scholarly journals in which to publish our work and advance the collective knowledge in both fields.

The Canadian Education Media Council first published the newsletter *Media Message* in January 1972 (which eventually became the Canadian Journal of Educational Communications [CJEC], published from 1979 – 2002. CJEC was the precursor to CJLT, which was launched in 2002, and first published as a dual medium publication by editors, Dr. Rick Kenny and Dr. Mary Kennedy (i.e., print version followed by full text web version). The present editorial team has supervised the dual medium publication of *CJLT* since 2005. During the past 3+ years, we have added nine new issues of CJLT to the collective knowledge base in educational technology.

Table 1. Summary Of Contents Of The Nine Issues Of CJLT From 2005 To 2007.

	2005 - V. 31	2006 - V. 32	2007 - V. 33	Total
Articles	18 (16 / 2)	21 (19 / 2)	22 (19 / 3)	61 (54 English; 7 French)
Book Reviews	3	0	2	5
Editorials	4	3	3	10
Publications	25	24	27	76

The CJLT is unique in the international field of educational technology in that manuscripts are accepted and published in either in English or in French. The Editorial Team and Editorial Board are very fortunate to include members who are fluent in either or both of Canada's official languages. The present CJLT Editorial Board includes over 60 international scholars.

In the remainder of this report, I present highlights from the 33rd Volume and 2007 publication year of the Canadian Journal of Learning and Technology.

Volume 33 – Calendar Year 2007

In brief, three open issues of the journal were published in 2007. A total of 3 editorials, 2 book reviews and 22 scholarly articles were published and shared with the international academic community. The journal received 54 new manuscript submissions in 2007 which is a 36% decrease over 2006. An acceptance rate of 40% in 2007 shows a slight increase over 2006 (37%), as does the higher rejection rate in 2007 (43% versus 34%). In the past year,

the editorial team was able to maintain a fairly regular publication and distribution schedule for the first two issues of the journal and published three solid issues.

A special issue of CJLT on **Knowledge Building**, edited by William J. Egnatoff, Queen's University, and Marlene Scardamalia, OISE / University of Toronto, was originally re-planned for Fall 2007 (i.e., original publication date Fall 2006, then Spring 2007). Unfortunately, due to a variety of unanticipated factors beyond the editor's control, the special issue has been put on the backburner indefinitely. The Knowledge Building special issue is important to CJLT, and to the authors who are relying on CJLT to publish their work. The editor will continue to work with the special issue editors with the goal of publishing the KB issue as soon as possible.

Winter 2007, Volume 33.1 – 7 articles, 1 editorial

This was an open issue and contained an editorial by Michele Jacobsen and seven articles, including one in French, about various approaches to educational technology research and teaching (four research papers, two case studies and one position paper). Authors used experimental, qualitative, survey, case study, critical inquiry and descriptive approaches to investigate key questions and fill gaps in the knowledge of our field. Authors in this issue hail from a variety of academic and public institutions in Canada, France, the United Kingdom and the United States.

Spring 2007, Volume 33.2 – 7 articles, 1 editorial, 2 book reviews

This was an open issue that consisted of an editorial by Michele Jacobsen and seven articles (one in French) that summarize various approaches to educational technology research and teaching by American, Canadian and Mexican researchers. Two book reviews rounded out the second issue of CJLT in 2007. The Spring 2007 issue contains the article nominated for the **2008 CJLT Editor's Award**, "Un nouveau regard sur les profils des enseignants à l'égard de l'intégration des TIC" by Martine Leclerc from Université du Québec en Outaouais, Gatineau, Québec.

Fall 2007, Volume 33.3 – 8 articles, 1 editorial

Volume 33.3 (Fall 2007) is open issue and consists of an editorial by Michele Jacobsen and eight articles (one in French) that summarize various approaches to educational technology research and teaching by Canadian and American authors.

Dual Medium

The 2007 calendar year saw the sixth full year of the publication of the journal as a dual media publication (i.e., CJLT website www.cjlt.ca launched Feb 2003). Full text articles are on the website with a one issue (4 month) delay. The titles, authors and abstracts of each current print issue are provided at the time the issue is mailed out to members and subscribers. This was the final year that the online version was hosted at Athabasca University under the auspices of the International Consortium for the Advancement of Academic Publishing (ICAAP). In 2008, CJLT will be published online using the Online Journal System, and hosted by AUPress (ref: Kathy Killoh).

Acceptance and Rejection Rates

Journal activity was tracked to calculate the approximate acceptance / rejection rate for 2007. A total of **54 manuscripts were submitted in 2007** (which includes 48 English and 8 French), a 36% decrease from the unusually high 85 submissions in 2006. CJLT published 22 articles in 2007 for an approximate **acceptance rate of 40%**, which is slightly higher than the acceptance rate in 2006 (37%).

Of the 54 manuscripts submitted in 2007, **23 were rejected** for a **43% rejection rate** (an increase over the 2006 rejection rate of 34%). At the end of 2007, approximately 9 articles (17%) remained in a category labelled, "ongoing consideration". Included in this category are articles that will be published in an upcoming issue, or those that were sent back to authors with suggestions for revisions and an invitation to resubmit.

Table 2. CJLT Submission and Acceptance Rates, 2002 – 2007

Volume and Publication Year	# Articles Submitted	% +/- compared to prior year	# Published *	% Acceptance Rate**
V. 33 - 2007	54	-36	22	40
V. 32 - 2006	85	+27	21	37
V. 31 - 2005	67	+16	19	34
V. 30 - 2004	58	+26	17	34
V. 29 - 2003	46	+64	16	34.8
V. 28 - 2002	28	No data	16	46.4

* Reflects articles only; excludes book reviews and research reports

** Acceptance rates reflect the proportion of submitted articles already through the review process

An attempt has been made to report accurate submission, publication and rejection rates for 2007. However, it must be acknowledged that several of the articles published in Volume 33 were "carry-over" submissions from 2006 (a banner year for CJLT). Any manuscript submitted after the Fall issue is set can only appear, if accepted, in a subsequent year's issue (and would thus be reflected in that year's acceptance rate).

Editing An Academic Journal

The steady number of submissions (i.e., in 2007, average 1 manuscript per week, or 4.5 per month) that are managed through the Editorial and Peer Review process represents a **significant workload**. In the following sections, the tasks and activities required to support CJLT are summarized.

The Editor / Editorial team manages several tasks: (i) receive and acknowledge manuscripts, (ii) complete an editorial review, (iii) decide to reject or peer review, (iv) send manuscript to 2–3 peer reviewers, (v) manage peer review process, (vi) communicate with authors, (vii) select manuscripts for inclusion, (viii) create a table of contents and article order, (ix) write an editorial, and (x) manage the revision and final layout stages with the copyeditor. A final version of each manuscript (in .doc or .rtf form) is sent to the copyeditor for final revision and journal layout. Abstracts are sent via email to be translated into either French or English, as required.

The PDF files are sent to the printer, a proof is created, and the editor approves the proof. The entire printing process can take two weeks. The former AMTEC / current CNIE membership coordinator provides mail-out labels / inserts for current members and subscribers, and the Editorial Team sends a copy of the journal to each author as a small thank-you for their scholarly contribution to the journal. Journals and inserts are hand-stuffed in plastic bags and distributed from the University of Calgary. CJLT is published in both a print and an online version; the final version of each print issue is sent to the web publishers for online distribution four months after print distribution.

Editorial Review

An editorial review is conducted to judge a manuscript's suitability, contribution, accuracy, and potential interest to the educational technology community. The editor, or designate, also assesses whether the format adheres to the journal's publishing guidelines. If the editorial review identifies concerns that preclude a peer review, the author is notified with an explanatory letter as soon as that process is complete. An editorial review takes anywhere from 15 minutes (excellent paper) up to 2 hours (reject paper) depending upon the quality of the paper and the type of explanatory letter prepared for the author(s). The decision to reject a manuscript as unsuitable for CJLT peer review is based on topic and interest. In most cases, the decision to reject a manuscript prior to peer review is based on a lack of clarity or logic in argumentation, vagueness about the manuscript category, or lack of adherence to our length and style guidelines (i.e., too short, too long, sloppy referencing, poor grammar and structure, unsubstantiated claims). A concerted effort is made to explain the main reasons for rejection in each letter to authors.

Peer Review

The second step in the review process is a blind, peer review. Ideally, a blinded paper is sent to two or three educational technology scholars. Reviewers are asked to comment on the suitability, quality and contribution of the paper and to provide a recommendation with regard to publication. Reviewers are also asked to comment on the manuscript's major strengths and, if needed, to provide feedback on minor and major revisions. Manuscripts are sent to at least one scholar, and preferably two, who are expert in the paper's topic area, and at least one reviewer who is an expert in a different topic area. Once the peer reviews are received, then a publication decision is made and a letter is prepared for the author(s). The peer reviews are compiled and shared with the author as information to accompany the letter that outlines the publication decision.

The peer review and editorial process is not a strict numbers or voting process – a publication decision about a manuscript is informed by the reviews, not merely determined by a majority vote. Instead, a number of qualitative and logistical variables also tend to influence whether a manuscript is accepted for publication. The following are some of the variables that tend to impact a publication decision: (1) the quality and suitability of a manuscript, (2) the relevance and contribution to the field, (3) feedback and recommendations from reviewers *within* the topic area, and from reviewers *beyond* the topic area, (4) the experience and expertise of peer reviewers and the Editorial Board, and (5) space in the upcoming issue of the journal.

Peer review, by its very nature and, some would argue, by necessity, is anonymous. A journal maintains its scholarly integrity by employing a valid and reliable peer review process. CJLT has become known by authors for the extensive and in-depth nature of the peer review. Many CJLT authors, even those the journal has been unable to publish, have acknowledged and expressed appreciation for the extensive and helpful feedback provided by CJLT's peer reviewers.

Looking Forward

In closing, the current editorial team continues to be successful in publishing CJLT on a regular basis and have ensured that it remains a high quality, international scholarly journal.

Between January and March 2008, CJLT received 16 new submissions (i.e., average 5.3 per month) and received 2 more new submissions the first week of April 2008.

Volunteers

The CNIE Board of Directors gratefully appreciates the voluntary work contributed to the organization from the following people:

Brigitte Arsenault	Lori Waters
Karen Belfer	Ray Whitley
Bettina Brockerhoff-Macdonald	Clayton Wright
Vicky Busch	
Maria Chow	
Bob Clark	
Chris Crowley	
Jane Costello	
Helena Fehr	
Christine Fillion	
Luba Fillipoff	
Darlene Frederickson	
Bill Fricker	
Raymond Guy	
Wendy Hardman	
Monique Huot	
Cindy Ives	
Kanthi Jayasundera	
Michael Jeffrey	
David Kidney	
John King	
Ron Lawson	
Eleanor Liddy	
Patricia McClelland	
Debbie McGee	
Linda McIntyre	
Carolyn Nobes	
Solvig Norman	
Mollie O'Neill	
Bev Pasian	
Doug Pinder	
Robert Powell	
Peter Rawsthorne	
Johanne Rioux	
Josefina Rosado	
Jamie Rossiter	
Remi Rousseau	
Anna Sawicki	
Kate Seaborne	
Afsaneh Sharif	
Sam Shaw	
Kathy Siedlaczek	
George Siemens	
Cheryl Teeter	
Alia Toor	
Norm Vaughn	