Canadian Network for Innovation in Education

Annual Report

2010 – 2011

Réseau canadien pour l'innovation en éducation

Rapport annuel

2010 – 2011

Annual General Meeting Agenda
17 May 2011
Canadian Network for Innovation in Education

1.   Adoption of Agenda

2.   Approval of the Minutes of the 2010 Annual General Meeting

3.   Business Arising from Minutes

4.   President's Report **[Maria Chow]**

5.   Secretary-Treasurer's Report **[Bettina Brockerhoff-Macdonald]**
     5.1   Audit (2009-2010)
     5.2   Appointment of auditors
     5.3   Budget
     5.4   Membership Figures

6.   Reports/Business from Committees
     6.1   Nominations/Elections **[Maureen Baron]**
     6.2   Pro-D **[Lorraine Carter]**
     6.3   Awards of Excellence **[Helena Fehr]**
     6.4   *Journal of Distance Education* **[Mark Bullen]**
     6.5   *Canadian Journal of Learning and Technology* **[Heather Kanuka]**

7.   Welcome from Incoming President **[Lorraine Carter]**

8.   New Business

9.   Adjournment

Canadian Network for Innovation in Education (CNIE)
Réseau canadien pour l'innovation en éducation (RCIÉ)

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Minutes of the Annual General Meeting
Delta Brunswick, Saint John, New Brunswick
19 May 2010

Present
CNIE Members attending the 2010 Annual Conference at the Delta Brunswick, Saint John, New Brunswick (35+ attendees).

Directors

Maureen Baron (President)	Maria Chow (Vice-President (President Elect))
Ray Whitley (Past President)	

Lorraine Carter (Policy and Administration)
Carolyn Nobes (Distance and Open Education)
David Kidney (Applied Technology)
Michael Power (Research)

CNIE Director of Administration
Tim Howard

Regrets
Anna Sawicki (Secretary-Treasurer)
Helena Fehr (Educational Technology)

Welcome and Call to Order
Maureen Baron, President of CNIE-RCIÉ welcomed all delegates to the Annual General Meeting.

1.   Adoption of the Agenda
Motion: To adopt the Agenda.
Moved by Cindy Ives / Seconded by Rick Kenny (CARRIED)

2.   Results of approval of 2008-2009 Annual Report
As of Thursday, 13 May 2010, the on-line motion presented to approve the 2008-2009 annual report was approved.

3.   Approval of the Minutes of the 2009 CNIE AGM
Motion: To approve the Minutes of the 2009 CNIE AGM.
Moved by Lorraine Carter / Seconded by Wendy Hardman (CARRIED)

4.   Business Arising from the Minutes
Nothing to Report

5.   President's Report
Maureen Baron highlighted the salient points of the report. Ottawa 2009 conference was successful; there is a good buzz around hotel concerning the 2010 conference; 2011 conference will be in Hamilton, Ontario; plan to keep members current with copyright information.

6. Secretary-Treasurer's Report
6.1 Audit (2008-2009)
Motion: To approve the 2008-2009 CNIE audit.
Moved by Carolyn Nobes / Seconded by Wendy Hardman (CARRIED)

6.2 Appointment of Auditors
Motion: To appoint McCay, Duff and Company as the organization's auditors for 2010-2011.
Moved by Daniel Demers / Seconded by David Kidney (CARRIED)

6.3 Approval of the Budget
Motion: To approve the 2010-2011 Budget as distributed.
Moved by Ray Whitley / Seconded by Katrin Becker (CARRIED)

6.4 Membership Figures
Membership is going down because of attrition in the education fields. Now that CNIE-RCIÉ has existed for three years, the Board of Directors decided to increase membership fees; the current fees were set before CNIE was fully operational. **Motion:** To approve new membership fees. **Moved by Wendy Hardman. Seconded by Christina Rogoza. (CARRIED).** The two-year rate would only be offered during the 2010-2011 membership year.

	One Year	Two Year
Regular Member	$125.00	$200.00 ($100 per year)
Student Member	$65.00	$100.00 ($50 per year)
Retired Member	$65.00	$100.00 ($50 per year)
Institutional Member (includes 4 people)	$440.00	$700.00 ($350 per year)
Institutional Member (additional person	$110.00	$170.00 ($85 per year)

As well, the Board of Directors will not be meeting face-to-face outside of the conference to cut down on expenses.

7. Reports/Business from Committees
7.1 Nominations/Elections
Committee chaired by Ray Whitley
- Call for nominations went out 27 November 2009 and nominations closed 15 January 2010
- Michael Power was elected by acclamation to the position of President-Elect
- Bettina Brockerhoff-Macdonald was elected by acclamation as Secretary-Treasurer.
- Maria Chow succeeds Maureen Baron as President
- As Directors and elected for two year terms, Helena Fehr (BC Industry Training Authority) – Media Producers and Distributors, Rick Kenny (Athabasca) – Researchers, Suzanne Lapointe (TÉLUQ-UQÀM) – Distance and Open Learning Professionals, Christina Rogoza (Manitoba) – Education Training/Technology Specialists (Research).

2010-2011 Board of Directors
Maria Chow (President)

Michael Power (President Elect)
Bettina Brockerhoff-Macdonald (Secretary-Treasurer)
Maureen Baron (Past President)

Lorraine Carter (Policy and Administration)
Suzanne Lapointe (Distance and Open Education)
Christina Rogoza (Educational Technology)
Helena Fehr (Media Production and Distribution)
Rick Kenny (Research)

Motion: To accept the Nominations report as presented.
Moved by Daniel Demers / Seconded by Lise Begin-Langlois (CARRIED)

7.2 Pro-D
CIDER events will continued to be offered to members. There will also be collaboration with CAUCE in offering Pro-D events to CNIE members.

7.3 Awards
A successful banquet was held the previous evening.

7.4 Web
There was nothing further to add to report.

7.5 Membership Committee
There was nothing further to add to report.

7.6 Journal of Distance Education
The Journal is on track and enjoying great success.

7.7 Canadian Journal of Learning and Technology
There is a new editorial team based at the University of Alberta led by Dr. Heather Kanuka.

8. Welcome from the Incoming President (Maria Chow)
Welcomed the new directors.
Thanked Maureen Baron for her presidency.
Thanked the out-going directors for their service to the organization.

9. New Business
There was no new business.

10. Adjournment
Moved by Maureen Baron at 8:35 (local time).

President's Report
Maria Chow

Conferences

The 2010 conference with the accompanying Awards Festival was held in Saint John, NB. The partnership between CNIE-RCIÉ, University of New Brunswick and New Brunswick Community College resulted in a diverse program. Nora Roberts' closing keynote nicely illustrated the importance of capturing our digital heritage. CNIE-RCIÉ thanks our partners for the time and energy spent to host the conference.

CNIE-RCIÉ's vision is to be innovative and to provide networking opportunities. In keeping with this vision, the 2011 conference hosted by McMaster is face-to-face with a blend of online opportunities and new technologies. This format introduces the transition to a virtual conference in 2012. This is an exciting opportunity for the organization as it promotes both respect of the natural environment by reducing carbon footprints, and facilitates professional development for all its members especially those facing travel restrictions. Further details on the "Go Green" conference are forthcoming.

Membership Committee

In 2009 a membership committee made a series of recommendations for increasing membership (see http://cnie-rcie.ca/?q=node/410). Accordingly, the Board of Directors developed a three year plan with accompanying SMART Goals (see: http://cnie-rcie.ca/?q=node/455) Posted on the CNIE-RCIÉ website and on Facebook, members are invited to provide feedback on these drafts. It is also included in this report to provide future opportunity for dialogue. Membership numbers are decreasing due to demographics, institutional staff reductions, retirements and professional development funding losses; a response plan is necessary. Now is the time for all members to provide input into their organization.

Partnerships
AECT

Members of both organizations continue to receive cost savings for membership fees. Any fully paid member of CNIE-RCIÉ who is a resident of Canada, may become a member of AECT's international electronic membership group for 50% of the AECT membership cost for the same time frame. Note that these members will only have access to ACET's electronic resources. The reverse is true for AECT members who reside in the United States. In addition, three slots at the annual AECT conference are reserved for the top recommended CNIE-RCIÉ presentations at the annual conference. Note that costs are the responsibility of the selected presenters.

CAUCE

The CAUCE partnership started in 2010 has expanded to include Professional development opportunities for members of both organizations. More details regarding this initiative are included further in this report.

Educational Supplement Submission

The June 28th, 2010 edition of the National Post contained an educational supplement entitled "Educational Resources: A New Generation of Education". On behalf of CNIE-RCIÉ, Past President Maureen Baron and President, Maria Chow, wrote the article "Technology integration in the K-12 education sector". Visit http://cnie-rcie.ca/?q=node/421 for the PDF version.

SSHRC Partnership: Knowledge based Technologies for Learning

Lead by Concordia University, CNIE-RCIÉ agreed to become a partner organization in the proposed Knowledge based Technologies for Learning project. Further details will be shared with members as this endeavour progresses.

The Prime Minister's Awards for Teaching Excellence

For the past three years, members of the Board have adjudicated submissions for the annual Prime Minister's Awards for Teaching Excellence. Destined for teachers, this award honors "outstanding and innovative elementary and secondary school teachers in all disciplines who instill in their students a love of learning and who utilize information and communications technology (ICT) to better equip their students with the skills needed to meet the challenges of a 21st century society and economy (Retrieved from : http://www.ic.gc.ca/eic/site/pmate-ppmee.nsf/eng/wz01660.html on April 19th, 2011). As a leader in this field, it is likely that this partnership will continue in 2012.

UNESCO

CNIE-RCIE was approached by UNESCO to recommend a member for the Open Educational Resources project. Using a rubric to assess the potential candidates, the Board recommended Rory McGreal. The Board of Directors thanks all those who applied.

Social Media

Thanks to the efforts of members David Macdonald accompanied by David Kidney, CNIE-RCIÉ corporate Facebook and Twitter accounts are now available. These will provide a platform for both present and future members to network and to receive or distribute timely information related to technologies and research.   Posts or tweets are welcomed in both official languages but will not be translated so that CNIE-RCIÉ can remain fiscally responsible.

Summary of Three year Plan: Note that these will be translated when approved and no longer in draft form.

Year One		
Strategy number	**Description and-or category**	**Recommendation**
2.3 Exit Interviews	That a strategy for contacting non-renewing members be developed. In some instances, online tools may serve CNIE well, and in other cases a personal contact from a Board member may generate more valuable information.	Investigate the possibility of housing an e-survey on the existing CNIE-RCIÉ website. If not possible develop a Word and PDF one as this is the most cost-effective option.
3.0 Create Key Contacts – Institutional Members	This strategy aims (A) at ensuring that these key memberships are valued and protected, and (B) toward optimizing active, specified members within those institutions.	Offer two year membership at current costs instead of the increased fee (COMPLETE). Continue seeking out partnerships with other organizations.
4.1 Healthcare	4.0 Membership Targets This strategy aims (A) at maintaining existing memberships and (B) increasing new memberships.	Continue contact with this group as started by Lorraine Carter.
4.2 K-12		Offer two year membership at current costs instead of the increased fee (COMPLETE).
4.3 Masters Students		Create a Masters student stream at the annual conference.
4.4 Teachers' Associations		For all groups, develop a list of strategies for targeting these groups. Request volunteers to implement some of the best strategies.
4.7 Non-renewing Past Members		

5.1 Membership FAQs	5.0 Web—#1 Community Tool This strategy aims at using the CNIE-RCIÉ website as the primary form of communication.	Request via the Listserv, FAQs from members. Create an FAQ section on the CNIE-RCIÉ
5.5 Journal Promos	This strategy would invite the respective editors to review the articles of forthcoming publications in order to release a heads-up or teaser—an alert to what is coming offered in a marketing-savvy provocative promise.	Work with the PD committee and the journal editors to undertake this task in year 1.
5.6 Reinstate Member Info on the CNIE Web Site	This strategy would allow a search of members organized by interests and/or expertise areas. Phone and fax numbers, mailing addresses and institutional association would also be valuable to other members.	That this be moved to year 2 or 3 of the plan.
6.6 Posts, "Looking for …"	6.0 Web/Online Opportunities This is seen to be a bulletin board similar in purpose to those in some grocery stores and community centers.	Consider moving this to year two due to other high priority items.

Year Two		
Strategy number	**Description and-or category**	**Recommendation**
2.2 Paid Advertisements	2.0 Marketing Tools	Move this to year 3 as monies will be required. Target free advertisements with partner organizations or through Board member contacts.
4.5 Institutional Members	4.0 Membership Targets This strategy aims (A)	SEE YEAR ONE

	at maintaining existing memberships and (B) increasing new memberships.	
6.1 Weekly Tips	6.0 Web/Online Opportunities	Investigate the possibility of acquiring this information from various sources using RSS technology. This could then be pushed out to members and would be more efficient operationally.
6.2 Skim of Related Journals	Ask members to submit their "skim" of journal articles of potential interest to CNIE members.	Consider this as a potential professional learning session similar to a book discussion. A single topic could be proposed and members invited to discuss authors or readers relating to the topic at hand. Investigate the possibility of creating a discussion forum on the CNIE-RCIE website where this could be housed.
6.3 Provincial Round-up	Assemble a small team of members who have a sense of education and innovation activities in their province, or even within a specific region. Each member will submit a news-style summary of provincial happenings, possibly two or three times per year. Such news-oriented bulletins would be well suited for the list serv.	Incorporate this into the item into the message from the President or Board.

Year Three

Strategy number	Description and-or category	Recommendation
4.6 Government Employees – Across the spectrum of three levels of government, (federal, provincial, municipal) there are a myriad of departments interested in innovation in education.		SEE YEAR ONE
5.2 Develop Wikis		See below statement as the two could be combined.
5.3 Promote Twitter Use		This is already being done. Broaden the category to this statement: *Promote the use of Social media and open source tools in Board business (examples: google docs, Elluminate, Doodle), in PD sessions and at conferences.*

TIED FOR YEARS ONE AND TWO
5.4 Student/Mentor Access
6.5 Student News

SMART GOALS: Note that these will be translated when approved and no longer in draft form.

SMART goal #1: To create an action plan in response to the CNIE-RCIÉ document: CNIE Membership Promotion Strategies. This SMART goal responds to <u>recommendation 2.3: Exit Interviews</u>
Specific • Develop an Exit interview for non-renewing CNIE-RCIÉ members.
Measurable • An Exit interview is developed and in place.
Action oriented • Develop an Exit interview • Place interview online in Survey Monkey • Provide e-copies as an alternative
Realistic   • Yes
Time stamped TO BE DETERMINED

Potential barriers	Resources required	By when?	Board involvement
None other than translation costs but could be done in French or reviewed by Board members to reduce translation costs	Survey monkey Board members time	TO BE DETERMINED	TO BE DETERMINED

SMART goal #2: To create an action plan in response to the CNIE-RCIÉ document: CNIE Membership Promotion Strategies. This SMART goal responds to <u>recommendation 3.0: Institutional Members</u>
Specific • Offer two year membership at current costs instead of the increased fee.
Measurable • The number of members who pay for a two year membership and the amount of revenue generated.
Action oriented • Offer implemented and distributed to members.
Realistic

- Yes

<table>
<tr><td colspan="4">
Time stamped

Motion passed by Board at May meeting.
In place for renewals: June
Deadline established

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Potential barriers	Resources required	By when?	Board involvement
None	NA	See above	All directors, implemented by T. Howard.

SMART goal #3: To create an action plan in response to the CNIE-RCIÉ document: CNIE Membership Promotion Strategies. This SMART goal responds to recommendation <u>4.0: Membership Targets – 4.1 HealthCare</u>

Measurable
- The number of new members from the HealthCare field as compared to the number of e-messages sent (in percentage).

Action oriented
- Letter drafted: November 2010
- Posters created: November 2010
- Consensus from Board: December 2010
- Electronic distribution: January-February 2011

Realistic
- Yes

Time stamped
- Yes

Potential barriers	Resources required	By when?	Board involvement
None	Human: letter, posters and distribution	See above	Letter: L. Carter Poster: M. Chow Directors should share with others in the field as possible.

SMART goal #4: To create an action plan in response to the CNIE-RCIÉ document: CNIE Membership Promotion Strategies. This SMART goal responds to recommendation <u>4.0: Membership Targets – 4.2 K-12</u>

Measurable
- The number of new members from the K-12 sector as compared to the number of e-messages sent (in percentage).

Action oriented
- Posters created: November 2010

- Consensus from Board: December 2010
- Email or letter text composed: December 2010
- Distribution lists received: January 2011
- Electronic distribution: TBD

Realistic
- Yes

Potential barriers	Resources required	By when?	Board involvement
Lists for K-12 schools: Directors must provide lists for K-12 schools unless prohibited by existing laws. However, it appears as they can be shared (SK, Alberta and Newfoundland are available.) Assistance needed from all Directors to distribute the info. unless this presents a potential conflict.	Human resources: time, distribution list	See above SK K-12 distribution list sent to Bettina	Directors for e-distribution

SMART goal #5: To create an action plan in response to the CNIE-RCIÉ document: CNIE Membership Promotion Strategies. This SMART goal responds to recommendation 4.0: Membership Targets – 4.3 Masters Students

Measurable
- Number of sessions offered by Masters Students.
- Number of grad students who become members.

Action oriented
- Stream created by conference organizer: November 2010
- Call for proposals: November 2010
- Second call: December 10th, 2010
- Deadline for submissions: January 15th, 2011
- Contact with authors: February 15th, 2011

Realistic
- Yes

Potential barriers	Resources required	By when?	Board involvement
None	Conference organizers	See above	Consultation with the conference organizers as requested.

SMART goal #6: To create an action plan in response to the CNIE-RCIÉ document: CNIE Membership Promotion Strategies. This SMART goal responds to recommendation 4.0: Membership Targets – 4.4 Teachers' Associations

Measurable	

Action oriented	

Realistic	

Potential barriers	Resources required	By when?	Board involvement
			NB: No plan has been developed or suggested. Needs attention

SMART goal #7: To create an action plan in response to the CNIE-RCIÉ document: CNIE Membership Promotion Strategies. This SMART goal responds to recommendation 4.0: Membership Targets – 4.7 Non-renewing Past Members

Measurable	

Action oriented	

Realistic	

Potential barriers	Resources required	By when?	Board involvement
			NB: No plan has been developed or suggested. Needs attention.

SMART goal #8: To create an action plan in response to the CNIE-RCIÉ document: CNIE Membership Promotion Strategies. This SMART goal responds to recommendation 5.0: Website - #1 Community Tool 5.5 Journal Promos

Measurable	

Action oriented			
Realistic			
Potential barriers	**Resources required**	**By when?**	**Board involvement**
			NB: Needs attention.

Recommendation: It is recommended that items number 5.1, 5.6 and 6.6 be moved into two year.

Criteria for UNESCO selection
Likert Scale with 0 as no evidence and 5 as strong evidence

Must:
- Be a current member of CNIE-RCIÉ
- Have financial means to attend the UNESCO meetings

Other languages that the candidate knows:

_____
_

Criterion	Evidence	Rating
Experience with distance learning.		
Experience on Boards.		
Evidence of how they will contribute to promoting UNESCO's and CNIE-RCIÉ programmes.		
Experience with diversity and inclusive practices.		
Previous UNESCO experience.		
Total marks:		
Additional comments:		

CANADIAN NETWORK FOR INNOVATION IN EDUCATION
RÉSEAU CANADIEN POUR L'INNOVATION EN ÉDUCATION

FINANCIAL STATEMENTS
ÉTATS FINANCIERS

SEPTEMBER 30, 2010
30 SEPTEMBRE 2010

AUDITORS' REPORT

THOMAS W HOWARTH C.A.
PROFESSIONAL CORPORATION
BLAIR EDWARD DAVIDSON C.A.
PROFESSIONAL CORPORATION
G W TRICKEY C.A.
PROFESSIONAL CORPORATION
ROBERT D SHANTZ C.A.
PROFESSIONAL CORPORATION
MARGARET N. EGAN C.A.
PROFESSIONAL CORPORATION
JASON T. HOWARTH C.A.
PROFESSIONAL CORPORATION
KAREN M. FREAKE, B. COMM., C.A.

To the Members,
Canadian Network for Innovation in Education.

We have audited the balance sheet of Canadian Network for Innovation in Education as at September 30, 2010 and the statement of revenue and expenditure for the year then ended. These financial statements are the responsibility of the Network's management. Our responsibility is to express an opinion on these financial statements based on our audit.

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.

In our opinion, these financial statements present fairly, in all material respects, the financial position of the Network as at September 30, 2010 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,
December 21, 2010.
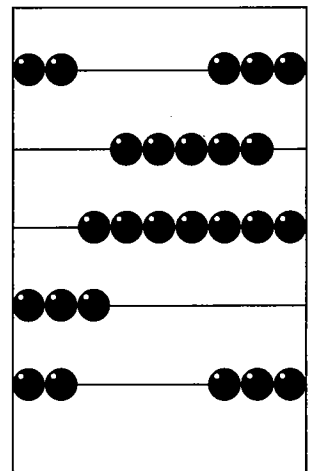
CANADIAN NETWORK FOR INNOVATION IN EDUCATION

BALANCE SHEET

AS AT SEPTEMBER 30, 2010

ASSETS

		2010		2009
CURRENT				
Cash	$	29,768	$	39,777
Accounts receivable		2,608		53
Prepaid expenses		654		929
	$	33,030	$	40,759

LIABILITIES

CURRENT				
Accounts payable and accrued liabilities	$	35,572	$	16,949
Deferred revenue		7,593		6,710
		43,165		23,659

NET ASSETS

BALANCE - BEGINNING OF YEAR		17,100		17,023
Net revenue (expenditure) for the year	(	27,235)		77
BALANCE (DEFICIT) - END OF YEAR	(	10,135)		17,100
	$	33,030	$	40,759

Approved on behalf of the Board:

_____   _____
                        Director   Director

CANADIAN NETWORK FOR INNOVATION IN EDUCATION

STATEMENT OF REVENUE AND EXPENDITURE

FOR THE YEAR ENDED SEPTEMBER 30, 2010

	2010	2009
REVENUE		
Membership fees		
Individual	$ 15,800	$ 16,800
Organizational	28,010	31,015
	43,810	47,815
Journal of Distance Education	722	987
Canadian Journal of Learning and Technology	1,145	252
Conference (note 5)	121,550	18,430
Awards Festival	2,050	1,698
Graduate student stipend	2,400	2,000
Interest	98	1,118
	171,775	72,300
EXPENDITURE		
Advertising and promotion	101	-
Annual report	1,035	1,175
Audit and legal	4,388	5,500
Awards	3,716	4,326
Board of Directors	5,588	5,284
Canadian Journal of Learning and Technology	4,827	3,986
Conference (note 5)	133,896	1,421
Insurance	1,949	2,048
Interest and bank charges	3,520	2,240
Journal of Distance Education	1,200	1,200
Office and general	3,004	5,902
Professional development workshops	545	610
Secretariat fees (note 6)	32,000	32,000
Support to AMTEC trust	2,191	2,391
Website and informatics	1,050	4,140
	199,010	72,223
NET REVENUE (EXPENDITURE) FOR THE YEAR	$(27,235)	$ 77

1. **INCORPORATION**

    On June 27, 2007, the Canadian Association for Distance Education (CADE) and the Association for Media and Technology in Education in Canada (AMTEC) signed a Memorandum of Understanding that their organizations cease operations and a new organization be formed. The Canadian Network for Innovation in Education (CNIE) was established in 2007 and was incorporated under Part II of the Canada Corporations Act on November 26, 2007. The organization attempts to connect educators, administrators and practitioners in a bilingual, Canadian network. Our Network promotes research and advances practice in both open and distance education and the use of educational technologies. CNIE addresses all educational contexts, including K-12, post-secondary, and private sector. For Canadian income tax purposes, the Network is qualified as a not-for-profit organization, which is exempt from income tax under the Income Tax Act.

2. **SIGNIFICANT ACCOUNTING POLICIES**

    (a) Basis of Accounting

        Revenue and expenditure 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) Volunteer Services

        The Network 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.

    (c) 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 Network's financial instruments consist of cash, accounts receivable and accounts payable and accrued liabilities. Unless otherwise noted, it is the Board of Director's opinion that the Network 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.

4. **CAPITAL MANAGEMENT**

The Network considers its capital to be the balance maintained in its Net Assets. The primary objective of the Network is to invest its capital in a manner that will allow it to continue as a going concern and comply with its stated objectives. Capital is invested under the direction of the Board of Directors of the Network with the objective of providing a reasonable rate of return, minimizing risk and ensuring adequate liquid investments are on hand for current cash flow requirements. The Network is not subject to any externally imposed requirements of its capital.

5. **CONFERENCE REVENUE**

The Conference is typically hosted by various member organizations across the nation on behalf of the Network. In the current year, there was no host organization. The revenues and expenditures of the Conference are considered revenues and expenditures of the Network with gross revenues and expenditures shown below. The Network was responsible for collecting all revenues and incurring all expenditures.

	2010	2009
Total revenue	$ 121,550	$ 220,790
Total expenditure	133,896	190,073
Net revenue (expenditure)	$(12,346)	$ 30,717
Host sponsor's portion	$ -	$ 12,287
CNIE's portion	(12,346)	18,430
	$(12,346)	$ 30,717

6. **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.

7. **STATEMENT OF CASH FLOWS**

This statement has not been prepared as all of the relevant information is apparent from the other financial statements.

	2011 - 2012 Budget	2010 - 2011 Estimate	2010 - 2011 Budget	2009 - 2010 Actual	2009 - 2010 Budget
PROPOSED CNIE BUDGET **BUDGET PROPOSÉ DU RCIÉ** **1 October 2011 - 30 September 2012** **du 1er octobre 2011 au 30 septembre 2012**	Budget	Estimation	Budget	Réel	Budget
Revenue / Revenus					
Membership fees / Cotisation des membres	$ 35,000	$ 35,000	$ 60,000	$ 43,810	$ 50,000
Interest income and exchange / Intérêts bancaires et échange	$ -	$ -	$ -	$ -	$ 500
JDE / RÉD	$ 1,000	$ 1,000	$ 1,000	$ 722	$ 500
CJLT / RCAT	$ 1,000	$ 1,000	$ 200	$ 1,145	$ 200
Pro-D Workshops / Ateliers P-pro	$ -	$ -	$ -	$ -	$ -
Conference / Congrès	$ 10,000	$ 35,000	$ 200,000	$ 121,537	$ 200,000
Awards / Prix	$ 2,000	$ 1,850	$ 1,200	$ 2,050	$ 1,200
Graduate Research Stipend / Allocation de recherche pour les diplômés	$ -	$ 1,100	$ 1,100	$ 2,400	$ 1,500
Miscellaneous / Divers	$ -		$ -	$ 98	$ -
TOTAL	$ 49,000	$ 74,950	$ 263,500	$ 171,762	$ 253,900
Expenses / Dépenses					
Programmes and publications / Programmes et publications					
Conference / Congrès	$ 5,000	$ 35,000	$ 190,000	$ 133,883	$ 190,000
Awards / Prix	$ 1,200	$ 1,200	$ 1,200	$ 1,316	$ 1,200
Graduate Research Stipend / Allocation de recherche pour les diplômés	$ -	$ 1,100	$ 1,100	$ 2,400	$ 1,500
Support to AMTEC Trust / Soutien au Fiducie de l'AMTEC	$ 1,750	$ 1,750	$ 3,000	$ 2,191	$ -
Pro-d Workshops / Ateliers P-pro	$ 500	$ 500	$ 700	$ 545	$ 700
JDE / RÉD	$ 3,200	$ 3,200	$ 1,200	$ 1,200	$ 4,200
CJLT / RCAT	$ 4,000	$ 4,000	$ 4,000	$ 4,827	$ 8,000
Web site / Site Web	$ 400	$ 400	$ 5,000	$ 1,050	$ 5,000
Annual report / Rapport annuel	$ 1,200	$ 1,200	$ 1,200	$ 1,035	$ 1,500
SUBTOTAL / SOUS-TOTAL	$ 17,250	$ 48,350	$ 207,400	$ 148,445	$ 212,100
Administration					
Secretariat / Secrétariat	$ 32,000	$ 32,000	$ 32,000	$ 32,000	$ 32,000
Advertising & promotion / Publicité et promotion	$ 100	$ 100	$ 100	$ 101	$ 500
Legal & Audit / Services légaux et de vérification	$ 3,500	$ 3,500	$ 3,500	$ 4,388	$ 2,500
Insurance / Assurance	$ 2,000	$ 2,000	$ 2,600	$ 1,949	$ -
Financial service charges / Frais bancaires	$ 2,000	$ 2,000	$ 2,000	$ 3,520	$ 2,000
Office supplies & Printing / Fournitures de bureau et imprimerie	$ 500	$ 500	$ 500	$ -	$ 1,100
Translation / Traduction	$ 1,000	$ 1,000	$ 800	$ 1,985	$ 800
Postage and courier / Courrier et messagerie	$ 1,000	$ 1,000	$ 1,000	$ 750	$ 1,000
Telephone and facsimile / Téléphone et télécopieur	$ 150	$ 150	$ 300	$ 143	$ 300
Board of Directors / Conseil d'administration	$ 1,000	$ 6,000	$ 7,000	$ 5,588	$ 12,000
Standing and Ad hoc Committes / Comités permanents et ad hoc	$ -	$ -	$ -	$ -	$ 900
Miscellaneous / Divers	$ -	$ -	$ -	$ 125	$ -
SUBTOTAL / SOUS-TOTAL	$ 43,250	$ 48,250	$ 49,800	$ 50,550	$ 53,100
TOTAL	$ 60,500	$ 96,600	$ 257,200	$ 198,995	$ 265,200
Excess of revenue over expenses / Excédent du revenu sur les dépenses	-$ 11,500	-$ 21,650	$ 6,300	-$ 27,233	-$ 11,300
Surplus, beginning of year (Estimated) / Excédent au début de l'exercice (estimé)	-$ 31,784	-$ 10,134	-$ 10,134	$ 17,099	$ 17,099
Surplus, end of the year / Excédent à la fin de l'exercice	-$ 43,284	-$ 31,784	-$ 3,834	-$ 10,134	$ 5,799

	2010-2011*	2009-2010	2008-2009	2007-2008	
Regular	81	138	146	154	Titulaire
Student	17	33	32	42	Étudiant
Retired	1	9	10	7	Rétraite
Honorary	17	15	13	12	Honoraire
Complimentary	2	2	1	1	Complimentaire
Org-Designate Pers.	40	64	67	72	Org-Pers. Désignée
Org-Additional Pers.	150	223	265	259	Org-Pers. supplément.
TOTAL	308	484	534	547	TOTAL
Atlantic	34	67	65	65	Atlantique
Québec	39	55	59	54	Québec
Ontario	77	109	111	134	Ontario
Prairie	114	187	212	206	Prairie
Western	42	58	75	77	Ouest
USA	1	2	2	2	É.-U.
International	1	6	10	9	International
TOTAL	308	484	534	547	TOTAL
Female	178	277	320	311	Femme
Male	130	207	214	236	Homme
TOTAL	308	484	534	547	TOTAL
French	44	62	62	71	Français
English	264	422	472	476	Anglais
TOTAL	308	484	534	547	TOTAL

*as of 9 May 2011 - in progress

Nominations Committee
Maureen Baron

The Nominations Committee consisted of the CNIE-RCIÉ President Maria Chow, and President Elect, Lorraine Carter, with Past-president of CNIE-RCIÉ, Maureen Baron. Because most positions on the new CNIE-RCIÉ Board are multi-year, there were several positions to fill, in addition to that of Vice President.

The Nominations Committee is pleased to nominate Liam Rourcke (Calgary) as Vice-president of CNIE-RCIÉ for 2011-2012.

In addition, CNIE-RCIÉ members also nominated Patrick Lyons (Carleton) as Director for Policy-makers and/or Administrators.

As these are elections by acclamation, the Board ratified this slate at their meeting on 10 February 2011.

Professional Development
Lorraine Carter and Christina Rogoza

Lorraine Carter and Christina Rogoza were active this year in seeking professional development opportunities for CNIE-RCIE members. Two kinds of PD were offered:

1. the first session of a new series called Canada Connects: This series replaces the former Wise and Witty series. This inaugural session was called Signature Pedagogies and included a panel of presenters from across the country, all of whom spoke about pedagogical principles and practices in their respective disciplines.

2. two sessions offered jointly by CNIE-RCIE and CAUCE: These sessions were the outcome of discussions with the Chair of the CAUCE Professional Development Committee. This partnership was struck since there are shared interests between the two memberships; additionally, there are persons who belong to both organizations given the use of web-based and other technologies to deliver continuing education. These sessions received administrative and technical support through CAUCE while the presenters were CNIE-RCIE members.

The Committee looks forward to cultivating further professional development for members in the forthcoming year.

Awards Committee
Helena Fehr and Bettina Brockerhoff-Macdonald

Overview
The goal of the CNIE Awards is "to recognize excellence in innovative educational practice and in the use of learning technologies in all educational settings including distribute learning, open/distance education, and institutional contexts, both nationally and internationally, through a competition adjudicated by a committee of professional peers from across Canada".

With the support of a strong and dedicated group of individuals, the Awards Committee is pleased to present the CNIE Awards for 2011. The award categories as well as the lead adjudicators for this year are as follows:
   a. Leadership Award – Maureen Baron
   b. Canadian Journal of Learning and Technology and Journal of Distance Education – Heather Kanuka and Mark Bullen

Competitive Award Categories
   1. AMTEC Trust Award – Barry Brown
   2. Graduate Student Stipend – Lorraine Carter & Bettina Brockerhoff-Macdonald
   3. Awards of Excellence
        a. Excellence and Innovation in Instructional Design – Christina Rogoza
        b. Excellence and Innovation in Use of a Learning Technology – Larry White
        c. Excellence and Innovation in Partnership/Collaboration – Diane Janes
        d. Excellence and Innovation in Student Services – Bill McMullen
   4. Media Festival Awards (Excellence and Innovation in Use of a Learning Technology for Learning and Teaching using media)
        a. Animation/Web Design – Bettina Brockerhoff-Macdonald
        b. Video – Ray Whitley

Special thanks to Marc Imbeault who organized a group of colleagues (Suzanne Huot, Jean-Marie Muhirwa, Christine Rioux and Carolle Roy) to review all of the Francophone submissions in all categories.

Process
A total of 37 submissions were received across all of the categories (32 English; 5 French). Winners for each of the four competitive award categories (AMTEC Trust, Graduate Student Stipend Award, Awards of Excellence and the Media Festival) were selected as a result of a well-defined review process. Submissions were received from across Canada and reflected a variety of the latest trends in innovative educational practice. Submissions were received electronically; likewise the jurors submitted their scoring rubrics electronically as well.

Due to economic constraints this year, the CNIE Directors decided to replace the traditional plaques with innovatively designed certificates. And in keeping with the emphasis of innovation, the Media Festival Award submissions were available for viewing at the conference in advance of the Awards presentation themselves, giving conference participants an opportunity to appreciate the innovative submissions in full; and the list of winners was made available for downloading on CNIE's website following the Awards Banquet. These strategies were well-received and will be revised and repeated again next year.

The Graduate Student Stipend sub-committee continued their conscientious efforts to increase awareness of the stipend's availability to graduate students across the country.

The AMTEC Trust Award sub-committee received several worthy and intriguing submissions this year.

The Awards Committee wishes to thank all of jurors who volunteered their time to review and adjudicate the awards this year as well as the CNIE directors who participated in the adjudication process. As the adjudication process is confidential, the names of all the jurors are included with the full list of CNIE association volunteers attached to the CNIE Annual Report. We hope that this year's jurors will continue to volunteer their time again in the future.

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

AIM Language Learning
Athabasca University
British Columbia Institute of Technology (BCIT)
Cégep@distance
Centre collegial de development de materiel didactique
Centre for Teaching, Learning and Technology, UBC
Concordia University
Consortium national de formation en santé
Faculty of Land and Food Systems, UBC
The G. Raymond Chang School of Continuing Education, Ryerson University
Humber Institute of Technology Advanced Learning
Justice Institute of British Columbia
Memorial University of Newfoundland
National Film Board of Canada
Open School BC
Saskatchewan Institute of Applied Science & Technology, Northern Lakes College
Simon Fraser University
TÉLUQ
University of Victoria

On behalf of Bettina and myself, I would like to thank everyone who contributed their time and expertise. This group worked diligently – in many cases reviewing submissions in more than one category. Thank you, too, to Tim Howard, CNIE, for his knowledge of the process, patience and support.

It was a pleasure to work with all of the jurors.

Journal of Distance Education
2010 Annual Report

Editorship
Mark Bullen is the editor. Caroline Brassard and Lucie Lavoie serve as the Francophone editors.

Review process
Double blind review process for author(s) and reviewers

Funding
In 2010 JDE received its second of three years of funding from the Social Sciences & Humanities Research Council.

Publication
JDE is a fully online, open access journal. The Open Journal System (OJS) is used as the online publication platform. All the back issues of JDE are now also available online.

JDE is part of the Athabasca University Press e-journal program.

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

Issues
A special issue on e-learning project management, edited by Beverly Pasian was published as 24.1 and two regular issues were published as 24.2 and 24.3

Research articles: 20
FYI (non peer-reviewed): 3
Book reviews: 6

Submissions
Manuscripts received: 43
Accepted for publication: 24
Rejected: 22
Other: 4

Reviewers
Canadian: 70
International: 14

Indexing
JDE is indexed in the following:

Canadian Education Index
ERIC/Current Index to Journals in Education (CIJE)
Ulrich's International Periodicals Directory,
Contents Pages in Education,
Cabell's Directory of Publishing Opportunities in Education Technology and Library Science

Abstracting
Appropriate articles are abstracted in:
Education Abstracts,
Educational Technology Abstracts,
Higher Education Abstracts
Technological Education Abstracts.

Canadian Journal of Learning and Technology
Heather Kanuka

This report summarizes publication activity for Volume 36 issue 1, Volume 37 issue 1 and forthcoming issues for 2011 (Summer and Winter), as well as expenses for these publications.

- For the 2010 publishing year Dr Michele Jacobsen did a special issue on knowledge management. The articles for this special issue were accepted and reviewed under Dr Jacobsen; the editing and publishing occurring under Dr Kanuka.

Under the current editorial team:

- The first issue for 2011 (Volume 37, issue 1) was published in April (Spring issue). It is an open issue; there are 4 articles, 3 in English and 1 in French.

- Volume 37, issue 2 is a special issue, with all articles in French. There will be 5 articles in this Special issue and it will be published in the Summer (July).

- Volume 37, issue 3 is an open issue. There will be 5 articles (currently submitted, reviewed and accepted), all in English.

- A new look for the website (www.cjlt.ca) is currently underway, with a look and feel that more closely matches CNIE's website (e.g., colours, layout, font).

- Effective volume 36 issue 1, CJLT is licensed under the Creative Commons Attribution (3.0 License).

Following is an overview publication activity between May 2010 and May 2011

	Articles (English)	Articles (French)	Editorials	Publications
V 36(1) Fall 2010	9	0	3	12
V 37(1) Spring 2011	3	1	1	5
V 37(2) Summer 2011*	0	5	1	6
Totals	12	6	5	23

* This issue is currently being prepared for publication at the beginning of June 2011

Acceptance Rates

Articles submitted	Articles rejected	Articles in review	Articles accepted but not published	Articles published
64	32	8	6	18*

* This number includes the articles to be published in V 37(2) at the beginning of June 2011

Current acceptance rate is 28%.

Canadian Journal of Learning and Technology Budget – 2010/2011

	Estimated	Actuals	Difference
Expenses incurred by CTL			
Managing Editor Services (June 28, 2010 to April 30, 2011)	9 ,340.00	2 ,166.18	7,173.82
Invoice 173 November 11, 2010 Translation Abstracts -		692.12	692.12
Invoice 182 December 17, 2010 Editorial Translation -		86.92	86.92
Invoice 205 March 31, 2011 Translation Abstracts -		270.44	270.44
Invoice 206 April 6, 2011 Translation Abstracts -		60.00	60.00
Total	**9 ,340.00**	**3 ,275.66**	**6 ,064.34**
Expenses paid by CNIE			
Managing Editor Services (June 28, 2010 to January 31, 2011)	1 ,304.61		
Invoice 173 - Translation Abstracts	692.12		
TOTAL Paid CNIE	**1,996.73**		
TOTAL Paid by CTL, University of Alberta		**1,278.93**	

Centre for Teaching and Learning hired a Managing Editor for the Canadian Journal of Learning and Technology on June 28, 2010. The salary is $20.28 salary plus 15.19% in additional vacation/stat holiday/benefits pay, for approximately 10 hours a week.

To coincide with CNIE's fiscal year we will be billing the organization twice a year October to March and April to September. CNIE has covered the managing editor expenses until January 31, 2011. We will follow the aforementioned payment schedule for subsequent billings. Translation costs are $0.25 a word plus $0.10 for editing. These costs vary depending on number of articles being published, and are therefore subject to varying costs.

Finally, the editorial team is preparing a funding application to SSHRC for journal support. This will be submitted to SSHRC June 30, 2011. However, because statistics were not tracked for a few years, we may have to reapply again the year after next.

Respectfully submitted,
Heather Kanuka
Editor-in-Chief, CJLT

Volunteers

The CNIE Board of Directors gratefully appreciates the voluntary work contributed to the organization by numerous CNIE members.