



# Australian Collaborative Education Network Inc. AGM

Minutes of the Annual General Meeting of the Australian Collaborative Education Network Inc. held on Wednesday, June 15, 2011 at 3.00p.m. AEST by teleconference.

## 1 Open and welcome

David Jorgensen, National Secretary opened the meeting in the absence of Judie Kay, National Director, who is overseas. David welcomed people to the meeting.

He pointed out ACEN has changed its financial reporting year from January - December to July - June as passed at the 2010 AGM, and so this AGM covers the period to December 2010. There will be a supplementary 2011 AGM held in the second half of 2011 for the period of January 2011 to June 2011 to align the AGM with the financial reporting requirements.

## 2 Present

Ms Erin Baker, Griffith University  
Ms Cheryl Bookallil, Central Queensland University  
Mr Matthew Campbell, Australian Catholic University  
Mrs Michelle Fawcett, Central Queensland University  
Ms Sonia Ferns, Curtin University of Technology  
Ms Kara Gilbert, Monash University  
Mr Jeremy Grace, University of New South Wales  
Ms Zarni Jaugietis, University of New South Wales  
Assoc. Prof. David Jorgensen, Central Queensland University  
Assoc. Prof. Dineli Mather, Deakin University  
Ms Keri Moore, University of New South Wales  
Ms Annissa O'Shea, University of Southern Queensland

Dr Deborah Peach, Queensland University of Technology  
Ms Annette Pelgrim, Swinburne University of Technology  
Ms Leoni Russell, Victoria University  
Ms Cait Ryan, Monash University  
Mrs Teresa Sander, Central Queensland University  
Ms Lyris Snowden, University of the Sunshine Coast  
Ms Julia Stott, Flinders University  
Ms Nina Tabor, Flinders University  
Mrs Lyne Tremblay, University of Canberra  
Ms Joanne Tyler, Monash University  
Mr Raleigh Wallace, Central Queensland University  
Miss Lisa Westcott, James Cook University  
Dr Theresa Winchester-Seeto, Macquarie University  
In attendance: Don MacDowall, ACEN

## 3 Apologies

Ms Mary Appleby, Swinburne University of Technology  
Ms Ingrid Apsitis, University of Tasmania  
Dr Sue Bandaranaike, James Cook University  
Prof Michael Clements, Swinburne University of Technology  
Mr Ian Devenish, Central Queensland University  
Ms Judie Kay, Victoria University  
Miss Verity Kingsmill, Flinders University  
Dr Natalie Klein, Macquarie University

Ms Ingrid Larkin, Queensland University of Technology  
Mr John McPhee, Swinburne University of Technology  
Mrs Carol-joy Patrick, Griffith University  
Prof Heather Smigiel, Flinders University  
Ms Freny Tayebjee, University of Western Sydney  
Mr Mark Tolson, Swinburne University of Technology  
Mr Brett Van Heekeren, Charles Sturt University

## 4 Confirmation of Minutes

The minutes of the 2010 Annual General Meeting held on Thursday, September 30, 2010 at the Tim Winton LT Building 213, Curtin University of Technology, Perth, previously circulated, were confirmed.

Moved: L Russell  
Seconded M Campbell  
Carried

## 5 Business arising

There was no business arising from the minutes of the 2010 Annual General Meeting.

## **6 Annual Report from the National Director, ACEN**

The report from National Director Judie Kay had been circulated prior to the meeting. On Judie's behalf, David Jorgensen highlighted several of the matters mentioned in the report including the National Conference, the WIL scholarship and research activities, and the national portal project.

Moved: L Russell  
Seconded S Ferns  
The report was accepted

## **7 Financial Report**

Matthew Campbell, National Treasurer spoke to the audited accounts for the period June 2010 to December 2010. The accounts had been circulated prior to the meeting.

In response to a question from Cheryl Bookallil, Matthew highlighted the lack of activity in 2009 and the substantial activity in 2010 with income from membership and the conference surplus.

Moved D Mather  
Seconded Teresa Sander  
The financial report and audited accounts were accepted.

## **8 Appointment of Auditor**

The auditor, Raymond A Crocker and Co was re-appointed for the next period.

Moved D Peach  
Seconded S Ferns  
Carried

## **9 Elections**

David Jorgensen passed the chair to Don MacDowall who announced that as only one nomination had been received for the positions of National Director, National Secretary and National Treasurer the following were automatically elected.

National Director Judie Kay  
National Secretary David Jorgensen  
National Treasurer Matthew Campbell

Don further announced that there had been five nominations for the position of General member of the ACEN Executive and the outcome would be announced when voting had been checked. (Subsequently Calvin Smith, Griffith University was elected to the position).

David Jorgensen resumed the chair.

## **10 General business**

David was asked what had prompted the current governance review. David invited Lisa Westcott to respond as she is managing that matter for the Executive. Lisa pointed out the review was intended to identify the best structure given the rapid growth of ACEN as a national association while registered in one state and having state chapters.

## **11 Next Meeting**

David reminded the meeting that there would be a supplementary 2011 AGM in the second half of 2011, probably October or November in a manner, at a time, day and date to be advised.

## **12 Meeting closed**

David thanked all present for their interest and declared the meeting closed at 3.26 p.m.