



ACEN AGM information

June 8, 2011

This information will appear on the ACEN website at <http://www.acen.edu.au/news/>

1. Date and time

The Annual General Meeting of ACEN will be held on Wednesday 15 June 2011 at 3.00pm

2. Business

The business of the meeting is set out in the attached agenda and includes to receive reports from the National Director (copy attached), receive the audited accounts (copy attached), appoint an auditor (Raymond A Crocker and Co.) and elect people to the National Executive.

3. Nominations

As only one nomination has been received for each of the positions of National Director, National Secretary and National Treasurer, the nominees are automatically elected. They are:

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

There are six nominations for the position of General member. Details of the people nominated for that position are in the attachment 'Nominations Received'.

4. Format

The meeting will be held by teleconference.

- It is intended to record the meeting.
- To minimise background noise you can mute your phone - press *6. To un-mute - press *6.

Please email admin@acen.edu.au if you plan to attend the meeting. This is not a commitment but will help us with planning.

5. Dial in

Participants will need to dial in

- Melbourne 03 8779 7440
- Gold Coast 07 5560 0956
- Adelaide 08 8220 0836
- Hobart 03 6218 0647
- Brisbane 07 3811 0988
- Perth 08 9460 0829
- Canberra 02 6210 0851
- Sydney 02 9696 0774
- Darwin 08 8989 0817
- If you are outside a capital city 1800 857 029

When prompted enter your access code 75660836# Consider muting your phone - press *6

6. Voting for a candidate – done by you

You may vote for one of the six candidates from 2.30 on Tuesday, June 14 (the day before the AGM) and up to 2.30 pm on June 15 (half an hour before the start of the AGM). You can do this by sending an email to admin@acen.edu.au with the name of the candidate you are voting for in the subject line. For your vote to be counted it must come from your own email address.

7. Voting done by someone on your behalf

If you choose, you may authorise somebody to vote on your behalf by using a proxy. You may give your vote to another person by sending an email to admin@acen.edu.au. The email should use the following format.

Australian Collaborative Education Network: I, (your name) , being a member of the association, appoint (other person's name) of (institution or some other identifying feature) as my proxy to vote for me on my behalf at the (annual) general meeting of the association, to be held on Wednesday, June 15, 2011 and at any adjournment of the meeting.



This must also come from your email address.

The email authorising your proxy must be received at admin@acen.edu.au by 2.30 pm on June 15.

The above information will appear on the website

Don MacDowall
ACEN Administration

Attachments:
Agenda
2010 minutes
ACEN 2011 Fin Year Report to Dec 2010
National Director's report
Nominations Received

If you wish to unsubscribe from the ACEN list, send an email with 'Unsubscribe' in the subject line to admin@acen.edu.au