

Association of Canadian College and University Ombudspersons (ACCUO)
Minutes of ACCUO Annual General Meeting
May 18, 2022

The 2022 ACCUO Annual General Meeting (AGM) was held on Wednesday, May 18, 2022 at 2:00 p.m. (EST). The meeting was virtual, with the following members present:

Present:

Natalie Sharpe, President (University of Alberta)	Eric Awuah (University of Alberta)	Martine Conway (University of Ottawa)
Alexia Wright, Treasurer (NAIT)	Gemma Kerr (Toronto Metropolitan University)	Maureen Armstrong (York University)
Andrew Schultz (University of Alberta)	George Cole (Algonquin College)	Maureen Helt (Toronto Metropolitan University)
Annette O’Hara (University of Victoria)	Hasul Kim (University of Alberta)	Michelle Quigg (UBC)
Ashley Gordon (Douglas College)	Heather McGhee Peggs	Nancy Fournier (Laval)
Brent Epperson (Luxembourg)	Jeff Stransky (University of Calgary)	Rebecca Crabbe (University of Ottawa)
Carley Davidson (Algonquin College)	Jennifer Meister (Western)	Remonia Stoddart-Morrison (University of Alberta)
Carmela Parzanes (McGill)	John O’Brian (Kwantlen)	Rob Thompson (Camosun)
Caroline Audette (Sherbrooke)	Julie Boncompain (Polytechnique Montréal)	Rose Padacz (Fanshawe College)
Caroline Roy (Montréal)	Kamini Bernard (SAIT)	Shirley Nakata (UBC)
Carolyn Brendon (McMaster)	Kim Zimmermann (Athabasca)	Sylvie Vigneux (University of Alberta)
Cindy Leonard (UBC)	Lavonne Hood (Queen’s)	Tanny Marks (Vancouver Community College)
Emma Thacker, Secretary (University of Toronto)	Marie-Claude Laquerre (Sherbrooke)	Whitney Barrett (Western)

1. Welcome and Opening Remarks

The ACCUO President, Natalie Sharpe, welcomed members to the meeting. Natalie invited Annette O’Hara to offer a Land Acknowledgment. Natalie also provided several reminders regarding virtual voting processes.

2. Approval of Agenda

The AGM agenda for May 18, 2022 was approved and adopted.

3. Report of the President

Natalie presented her final President's Report. Natalie expressed her gratitude to all members, as she stepped down from her role as President. She highlighted several key activities and accomplishments of ACCUO members over the past year and thanked all members who contributed to keep the Association engaged, both nationally and internationally.

4. Report of the Treasurer

Natalie invited Alexia Wright, Treasurer, to present her report. Alexia provided an overview of the ACCUO membership and shared with members that the PayPal payment option had been discontinued. Alexia discussed the 2021-2022 expenses, highlighting the communications intern honorarium and translation costs. Members had no questions.

On motion duly made, seconded, and carried,

IT WAS RESOLVED,

THAT the 2021-2022 Treasurer's Report, dated May 18, 2022, be approved.

5. Proposed Budget 2022-23

Natalie invited Alexia Wright, Treasurer, to present her report. Alexia reported highlights of the proposed budget, noting several new budget lines including translation costs. She also noted that funds were set aside to support upcoming EDI initiatives, and the strategic planning activities. Members had no questions.

6. Committee Reports

Natalie noted for members that each Standing Committee had submitted an annual report, with a summary of activities and several highlights of planned initiatives. These reports were included with the agenda package. In addition to the summary of activities provided in the reports, the following members added a few words with regard to their committee's work:

- Equity, Diversity, and Inclusion Committee: Lavonne Hood (Co-Chair) noted some of the Committee's work over the past year, including the holiday event, and the EDI survey/report. Lavonne noted she was stepping down as co-chair, however she would continue to be involved. She also reported on the upcoming 'EDI spotlight' that would be included in the Bulletin.
- Communications Team: Rob Thompson (Chair) thanked the members of the Comms Team, and provided an overview of the outreach letter campaign, Twitter account, and plans for the ACCUO YouTube channel.
- International Relations Committee: Martine Conway (Member) noted that Julie (IRC Chair) had been integral to the ACCUO / ENOHE joint conference in fall of 2021.
- Awards Committee: George Cole (Chair) commented on the move from a paper nomination process to using the website, which was more streamlined. He noted that the committee met 2-3 times per year and they welcomed new members.

A member asked if there were any Canadian post-secondary institutions with an Ombuds who were not members of ACCUO, and if it was known why. Jennifer Meister responded that Brock and Dalhousie were not members. Dalhousie had a new ombuds who had expressed interest, so it is hopeful she would join soon. Brock may be more aligned with the International Ombuds Association (IOA) standards of practice.

7. Purchasing and Conflict of Interest Policy

Natalie invited Jennifer Meister to present the new policy and associated documents. Jennifer thanked David Draper (University of Alberta) who had helped to draft the documents. Jennifer reported that the intent of the new process was to ensure a fair and transparent way to award contracts. She noted that the Executive Committee was still considering the best way to distribute the forms. It was likely to be posted for members in the portal on the website. The new process would also assist the Treasurer in their reporting of expenses and payment transactions.

A member asked if the forms could also be an opportunity to prioritize EDI, and to clarify if prospective contracts aligned with ACCUO and EDI values. Jennifer was appreciative of the question and agreed to consult with the member to implement the suggestion. Another member suggested that the form be posted on the website, so that prospective vendors were aware.

8. Strategic Planning Update

Jennifer Meister updated members on the progress of the Strategic Planning activities of the Executive Committee. She reported that there was a budget to contract an intern to support the process and that she and Julie Boncompain were currently looking at options. It was hoped to have someone in place for the fall (2022). Members had no questions.

9. Member Recognition Awards

Natalie announced that Jennifer Meister, (Western University) was the recipient of the 'Special Contribution Award.' Natalie also shared the names of members who were receiving a 'Recognition Certificate' for their contributions. Natalie encouraged members to nominate candidates for recognition awards and to be aware that self-nominations were accepted.

10. Report of the previous Annual General Meeting (June 2, 2021)

The minutes of the previous AGM, held on June 2, 2021 were approved.

11. Business arising from the minutes of June 2, 2021

There was no business arising from the report of the previous meeting.

12. Upcoming Conference Announcements

Natalie invited Jennifer Meister to provided details on several upcoming professional development opportunities as follows:

- ENOHE Annual Conference – June 8-9, 2022 (Athens, Greece)
- Ombuds Day – October 2022 (Virtual)
- FCO/ACCUO Conference – October 18-19, 2022 (Ottawa, ON)
- Small Cal Caucus – June 22, 2022 (Virtual)
- Cal Caucus – November 6-9, 2022 (California)

13. Elections

Natalie invited Whitney Barrett (ACCUO Elections Officer) to present the proposed slate of members to sit on the ACCUO Executive for 2022-2023, as follows:

- President (Interim) - Emma Thacker, University of Toronto
- Past President (ex-officio) - Natalie Sharpe, University of Alberta
- Secretary/Treasurer - Jennifer Meister, Western University
- Member - Julie Boncompain, Polytechnique Montréal
- Member - Annette O'Hara, University of Victoria
- Member - Maureen Helt, Toronto Metropolitan University (Formerly Ryerson University)

Whitney also presented the proposed Standing Committee Leadership as follows:

- Communications Committee (Comms Team) - Remonia Stoddart-Morrison, University of Alberta
- Equity, Diversity and Inclusion Committee – Annette O'Hara, University of Victoria
- Awards Committee - George Cole, Algonquin College
- International Relations Committee - Julie Boncompain, Polytechnique Montréal

On motion duly made, seconded, and carried,

IT WAS RESOLVED,

THAT the ACCUO Executive and Standing Committee appointments, as described by the Elections Officer, be approved, effective May 19, 2022.

Members had no questions.

14. Other Business

Natalie thanked Alexia Wright for all her hard work as ACCUO Treasurer over the last two years. Martine Conway acknowledged the work of Natalie as ACCUO President and presented her with a gift (necklace).

15. Question Period

Members had no questions.

Adjournment

Natalie thanked members for their attendance and engagement over the past year. She also acknowledged the work of those who helped to organize the AGM.

Meeting adjourned, 4:02 p.m. (EST)

Secretary

Chair