

Minutes of a Meeting of the Education Committee of the Atlantic Chapter of ERAPPA, held on Tuesday, November 15, 2005

In Attendance

Jeff Lamb,	Dalhousie, Education Chair
Cynthia Whelan,	MUN
Rob McCormack,	Mount A
Audrey Kenny,	Mount A
Christine Matheson,	Dalhousie
Warren Moulaison,	SMU
Leon Maclellan,	StFX
Regrets	
Mike Carter,	UNB
Wensley Power,	UPEI

Purpose

The purpose of the meeting was to discuss the format the 2006 Fall Training session and to determine responsibilities for its planning and preparation.

Time and Location

After some discussion it was agreed that Halifax would remain the location for next year and that the early to mid-November period was the most suitable. Although the Citadel Inn had provided good support for the last two years, it was also suggested that other locations be investigated to make sure that we were getting competitive rates and services. Jeff indicated that Dalhousie would handle those arrangements again next year.

Program

It was thought that more content should be provided so that participating schools would get more value for the travel costs of attending. It was therefore agreed that we should provide 2 full days of training. There was also much discussion about what tracks should be presented and how many tracks was appropriate. It was agreed that four tracks was the maximum that we could handle, however, we should try to identify contents for more than four tracks and then select the most promising ones for inclusion. It was also proposed that there should be some

presentations from a logistics/administration track that would actually apply to everyone, so no other presentations would be run concurrently with them. These might include KPIs, motivation, change management, CMMs and safety. The following tracks were proposed along with the volunteers to plan and arrange them:

Logistics/Administration – Cynthia, Christine, Warren

Custodial – Audrey

Projects – Wensley*, Jeff

Energy/Environment – Mike*

Grounds – Andrea Ward, Mount A (Rob indicated that he would approach her for this)

Trades – Leon

* - indicates that the person was not in attendance but had volunteered to help out and were considered to be most suitable for the track indicated

It was agreed that the volunteers would investigate suitable presenters for their tracks and prepare a draft program of what would be covered in their track. It should be noted that presenters do not have to be volunteers as there is some money in the chapter bank account and we have access to up \$5,000 from ERAPPA's PIE (Partners in Education) speaker fund. Some time in the spring, the proposals would be reviewed and an overall program confirmed.

Next Meeting

Jeff will schedule a conference call for some time in March to monitor progress and create a more detailed preparation schedule.

AAPPA Chapter Meeting Location Rotation

UNB	Spring 05
UCCB	Spring 04
Dalhousie	Fall 03
UPEI	Spring 03
Memorial	Spring 02
U de M	Fall 01
SMU	Spring 01
Acadia	Fall 00
Mount St Vincent	Spring 00
St F X	Fall 99
Mount A	Spring 99

