



Minutes

VTAM Executive Meeting
Monday December 15, 2008 -18:00
CanadInn - Windsor Park
Winnipeg MB R2J 1B3
Tel. 204.253.2641

**Present: Z. Thiessen, C. Kalinin, L. Laurin, D. Letienne, A. Schramm,
J. Wazney, J. Rogowy, L. Schultz, R. Schroeder**

Regrets: K. Asher

1. **Call to Order: 19:05**
2. **Additions/Deletions: None**
3. **Adoption of Agenda: M. - A. Schramm, S. - J. Rogowy**
4. **Adoption of Minutes: M. - A. Schramm, S. - J. Rogowy**
5. **Business Arising/Action Items**
 - 5.1. **Discussion of next AGM**
 - 5.2. **Motion to move 2009 AGM to morning of SAG Conference –
Friday October 23, 2009 M. - C. Kalinin, S. - L. Laurin**
6. **President's Report – R. Schroeder**
 - 6.1. **Process**
 - 6.1.1. **Email all written reports to the President prior to executive Meetings**
 - 6.1.2. **Encouraged members to use a point-form format**
 - 6.1.3. **Limit verbal reporting to one or two highlight items only**
 - 6.1.4. **Keep focus on discussing items requiring executive input/approval**
 - 6.2. **Meeting Dates/Times – the following dates/locations were agreed upon in principal:**
 - 6.2.1. **Monday January 19th, 2009 – MTS**
 - 6.2.2. **Monday February 23rd, 2009 – WTC**
 - 6.2.3. **Monday April 6th, 2009 – LRATC**
 - 6.2.4. **Monday May 11th, 2009 – MTS**
 - 6.2.5. **Monday June 8th, 2009 – WTC**

- 6.2.6. Friday, June 12th, 2009 – Annual Windup – TBA
- 6.2.7. Meetings will rotate amongst the following locations:
 - 6.2.7.1. McMaster House – Manitoba Teachers’ Society
 - 6.2.7.2. Louis Riel Arts and Technology Centre
 - 6.2.7.3. Winnipeg Technical College
 - 6.2.7.4. Attempt to hold all meetings beginning at 6:00pm

6.3. Position Descriptions

- 6.3.1. Binders were distributed and the Constitution was reviewed to establish understanding of executive member Roles and Responsibilities.
- 6.3.2. It was noted that there would be no RRC Liaison on the VTAM committee until well into the New Year.
 - 6.3.2.1. Discussion: It was suggested that VTAM continue its practice of presenting to the RRC Teacher Candidates and that the evening/part-time student program should also be approached.

6.4. Joint SAG Exit Surveys

- 6.4.1. A high percentage of survey forms were completed.
- 6.4.2. Suggested Survey Question for next year: How did you learn about the Vocational Education Program at Red River College?

6.5. SAG Registration

- 6.5.1. SAG Registration was substantial and most participants responded approvingly

7. Past President’s Report – A. Schramm

- 7.1. CDX – Discussion of Pilot Project for sharing the provincial license with Industrial Arts Teachers in the Louis Riel School Division.
- 7.2. Employment request – Discussion of not directly supporting employment requests but instead, including an advertisement window and links to school division sites on the VTAM Website.

8. Treasurer’s Report – C. Kalinin

- 8.1. Reports were provided as attachments.
- 8.2. Concern was expressed that to date, there was a preponderance of SAG Conference bills that were being paid by VTAM.
- 8.3. The Treasurer instructed the executive on the proper procedure for receipt submission and funding requests.

9. Editor’s Report – K. Asher – See attachment

10. Vice-President’s Report – L. Schultz - No report

11. Web System Administrator Report – J. Rogowy – See attachment

- 11.1. A report was attached.**
- 11.2. Website hits were highlighted**
- 11.3. Reported that we should soon see a revitalized site with an updated look and improved function.**
- 11.4. Apprenticeship accredited programs will be easily identified on the new website**
- 11.5. Wiki/Blog capabilities will be included.**
- 11.6. Discussion: Future Skype meetings to include long-distance members.**

12. Membership Chair Report – J. Wazney - No report

13. SAG/PD Chair Report – D. Letienne - No report

14. Public Relation's Chair Report – L. Laurin - No report

- 14.1. Discussion surrounding a renewed collective effort to brainstorm new/increased marketing ideas**

15. Vocational Teacher Candidate Liaison Report – Z. Thiessen

- 15.1. The new RRC Teacher Candidate Liaison provided an overview of his experience and briefly discussed the prevailing environment and culture in the program.**

16. New Business/Additions: None.

17. In-Camera: None

18. Adjournment: 9:05 pm – 21:05

**19. Next Meeting: Monday January 19, 2009 – 6:00 pm
Manitoba Teachers' Society – McMaster House
191 Harcourt Street – Winnipeg MB R3J 3H2**