ANNUAL GENERAL MEETING

Tuesday, March 6, 2007
MUSC 308/309
5:30 pm

REPORT OF THE BOARD OF DIRECTORS

Overview

Established in 1979, MAPS works to strengthen the quality and accessibility of education and related services by representing its members’ interests at the Faculty and University-wide levels. The Association also sponsors workshops and recognizes excellence among part-time students through awards and an annual awards dinner.

MAPS was incorporated in October 1997 under the Ontario Corporations Act.

Major Activities in 2006-07

ADVOCACY AT McMaster – In recent years the Association has been increasingly engaging the University as a partner in strategic planning and service delivery discussions. Advocacy is a key component of MAPS’ mission – to improve the quality of students’ McMaster experience.

MAPS received formal observer status at Senate and the Board of Governors in 1996, is invited to attend meetings of Undergraduate Council and the Associate Deans Group, and has representation on both the Student Government-Administration Consultation Committee and the Student Academic Council.
Following the revision to McMaster University’s strategic planning document, Refining Directions, MAPS was invited by the University to comment on the report and implementation. MAPS’ then-executive director, in collaboration with the director of CCE and faculty, made a detailed written submission – McMaster University: Leadership in Lifelong Learning. We await the University’s response.

Other issues on MAPS’ representation agenda include:

- course availability
- student financial aid
- the University’s review of non-tuition [ancillary] fees
- non-tuition fee assessment policy relating to students who briefly register in 18 or more units and subsequently return to 17 or fewer units
- representation for students in newly established programs
- representation of students on University decision-making bodies
- facilities renewal and expansion to upgrade teaching and study facilities, including updating the official Campus Plan
- rising enrolment over the next decade & provision of appropriate levels of student services for a quality learning environment
- MAPS-MSU membership transferability
- You may wish to add something about defending 3-year degrees

**AWARDS** - MAPS recognizes academic excellence and commitment to quality of part-time studies through its awards, an annual awards dinner (November 24), and participation in the CCE graduation ceremony (October 20) and University convocation ceremonies. The MAPS Gold Medal, presented at Spring Convocation to the graduating part-time student with the highest cumulative area average, was awarded to Maria D’Elia (Gerontology).

MAPS’ other major awards in 2006 were presented to Dale Schenk (Martin W. Johns Award, for outstanding contribution to the benefit of part-time students), Carole Armstrong (Gwen George Medal), Joseph McGuire and Nalini Rao (Centennial Awards, for Degree and Certificate/Diploma students, respectively).

The MAPS/CCE Awards of Excellence were presented to Amitov Aptekar (Accounting), Joseph Ferencac (Creative Writing), Trishana Nayiager and Lynn Anson-Cartwright (Certified Clinical Research Associate), Georgina Oliver (Human Resources Management), David Lindsay (Management Studies), Erin Laende (Visual Art Foundation Studies), and Ashley Mascarenhas (Web Design & Development).

MAPS president Dave Moore was the 2006 recipient of the Rudy Heinzl Award of Excellence. The award is presented annually by the McMaster Students Union to
a member of the campus community who has made an outstanding contribution that improves the lives of McMaster students.

Two members of the MAPS board, Dave Moore and Carole Armstrong, received the Ontario Volunteer Service Award from the Ontario Ministry of Citizenship in recognition of their 10 and 5 years of service, respectively, as members of the MAPS board.

No nominations were received by the deadline for the MAPS-CCE Instructor Award. CCE has implemented its own instructor awards and the MAPS board determined it would be best not to duplicate those awards in the future.

**Campus Partnerships** are also a major element of our agenda. MAPS continues to build on its relationships with the Graduate Students Association, the Inter-Residence Council, the MBA Association, MSU, and the University, as it represents part-time student interests on a wide range of issues.

**McMaster University Student Centre (MUSC)** – MAPS, together with the University and the McMaster Students Union, are founding partners in the development and administration of the MUSC. The partners each have representation on the Board of Management (BoM) that governs the operation of the facility. MAPS’ appointee to the BoM since October 2005 has been David Moore. He also serves on a sub-committee of the board charged with developing an updated business plan for the Centre.

The MAPS Office, which is situated on the second floor of the Student Centre, continues to experience increased walk-in inquiries. This has been driven, in part, by referrals from University departments that have cut back the resources they allocate to support part-time students. Our lounge and three computer terminals set-up for student use are popular with our constituents.

**Student Financial Assistance** – MAPS supports students’ pursuit of part-time studies through its bursary programme, administered through the Student Financial Aid & Scholarship Office. In 1988, 1999, and 2004, MAPS made contributions of $100,000, $50,000 and $250,000 (the latter two matched by the provincial government) to bursary endowments at McMaster. The income from these funds provided over $40,000 in bursaries to our members in 2006.

**Hawkrigg Bursaries** – In November 2006, MAPS announced a further major gift to the University ($250,000) to establish the Mel and Marilyn Hawkrigg Bursaries for Part-Time Students. The gift will be matched by the Government of Ontario, making it among the largest named student aid endowments at McMaster.

When he retires next August, Dr. Hawkrigg will have served with distinction for nine years as titular head of our University. He has spoken often of his personal
experience with the challenges faced by part-time students as they balance work, family, and studies. He and his wife have made a point of attending student events throughout his years in office, particularly the celebrations of our achievements – both academic and extracurricular. MAPS was proud to make this gift to a fund that will bear the Hawkriggs’ name as a lasting tribute to their service and the importance they have placed on students.

With this gift, MAPS will have contributed $500,000 over three years to support student financial aid for part-time students and leveraged a further $500,000 in matching funding from the provincial government. These gifts make MAPS among the early major “leadership” donors to The Campaign for McMaster, the $400 million fund raising drive currently being undertaken by the University.

**Board of Directors & Executive Committee**

At the last Annual General Meeting, on February 28, 2006, the following members were elected to the Board of Directors for 2006-07:

- Alex Alvarez
- Carole Armstrong
- Denise Ellis
- Min-Ju Evans
- Vicki Hartley
- Anna Marinelli
- David Moore
- Noor Nizam
- Rose O’Connor
- Gizela Oliveira
- David Renni
- Ken Seville
- Nathan Shaw
- Sean Spratt
- George Zrinscak

At its meeting on March 15, 2006, the Board elected the following officers for 2006-07:

- David Moore  President
- David Rennie  Vice-President (Internal)
- Anna Marinelli  Vice-President (External)
- Sean Spratt  Treasurer
- Eric Siu  Executive Counsellor
- Carole Armstrong  Past-President

**Audited Financial Statements**

The audited financial statements for the 2006 fiscal year have been prepared by the accounting firm of Pettinelli Mastroluisi Chartered Accountants, and are annexed to the master copy of this report. At the end of 2006, MAPS had accumulated net assets of $253,629.

The Association remains in a strong financial position. Increasing enrolment has enabled us to maintain our membership fee at $5 per academic unit since 2001 and continue to work within a balance budget.
President’s Report - David Moore

I am pleased to report that significant progress was made this year on several priorities: advocacy, membership communication, increased profile for the Association, and strengthening internal organizational capacity.

In advocacy:

- MAPS negotiated limited two-way membership transferability with the MSU that constitutes the first revision to the MAPS-MSU membership protocol in more than two decades. Regrettably, a University decision not to administer the related fee adjustments resulted in the MSU deciding not to implement the agreement in 2006-07. MAPS remains committed to implementation of the agreement and awaits a decision from the MSU.

- MAPS led development of an extensive joint response by McMaster’s senior student governments to a University proposal that would have dramatically and, we believe, unfairly increased non-tuition fees. Both the University’s draft proposal and the joint response are posted on MAPS’ web site (http://www.mcmaster.ca/maps/documents.htm).

  The chair of the University Fees Committee has acknowledged that “a case has been made” for some of the proposals to be reconsidered. Last month, the University announced that further consideration of reforms to assessment of non-tuition fees be deferred for at least one year while the University focuses on a three-year plan to address its structural deficit. MAPS will continue to work in partnership with our fellow student governments to develop fair and equitable proposals.

- MAPS led development of the first terms of reference update in 25 years for the Student Government-Administration Consultation Committee. In doing so, MAPS’ membership on this important consultative body has been entrenched. MAPS led a consultative and coordination process among participating student governments in preparation for these meetings.

- Our relationships with our fellow student governments have been strengthened (GSA, IRC, MBAA, MSU) and we have launched an engagement strategy with senior University decision-makers.

In membership communications:

- The redesign and strategic repositioning of our newsletter initiated in early 2006 was completed this year and three issues have been mailed to the members since our last annual general meeting.
The latest edition of our popular day planner-handbook, published on the 20th anniversary of the first, has been reorganized and expanded to gather key information for part-time students in one place.

MAPS’ website is now easier to navigate to quickly find the information our members need. Descriptions of what MAPS has to offer have been enhanced and helpful links added to take browsers to other campus resources. Sections about MAPS’ governance have been significantly expanded as part of a commitment to transparency and accountability in our organizational structure and decision-making.

MAPS is working with University Technology Services to develop a ListServ email distribution list that will facilitate more frequent and timely communications with our membership.

Strengthening the Association’s profile is a perennial priority and here too there has been significant progress:

- MAPS’ $250,000 gift to establish the Hawkrigg Bursaries has leveraged matching government funding and made the Association one of the early leadership donors to the $400 million “Campaign for McMaster.”

- MAPS has been the subject of reports on the University’s Daily News website and in The Silhouette.

- MAPS representatives serve on a large number of University and student committees, including participation on a revived Student Academic Council. (Not sure if you want to mention that we are now a part of the President’s Advisory Committee on Transit and Parking as well as the Central Joint Health & Safety Committee. As well, we participated on an ad-hoc review committee that dealt with changes to the mature students admission policy.

- For my part, committee service outside the MAPS board has included the Student Representative Assembly (observer), MUSC Board of Management, the MUSC Board’s sub-committee on business plan development, the Student Government-Administration Consultation Committee, and the Braley Centre Student Recognition Committee. MAPS’ profile and opportunities for partnerships have also been supported by my other roles on campus, including the presidency of the MSU Alumni Association, ex-officio membership on the McMaster Alumni Association Board of Directors, my service on the University’s Community Contribution Awards Selection Committee and my role as senior advisor to the Inter-Residence Council.

Services for our members and internal organizational capacity have also been a focus of activity during the year:
Free skills development workshops have been reintroduced. These have been extremely popular!

A technology renewal plan has been developed and led, in early 2007, to MAPS' investment in a technology upgrade in our office, including updating the bank of computers that is available for our members' use.

A sub-committee of the board undertook the first comprehensive review of MAPS' bylaws since 2001.

An understanding has been reached with the University regarding more timely transfer of fees to the Association.

Our executive director (Sam Minniti) and office administrator (Josephine Taylor) have been strengthening administrative capacity with a review and documentation of processes and archival systems.

One of the most enjoyable aspects of serving as the Association’s president is being your representative at convocations, the CCE graduation ceremony, MAPS' annual awards dinner, Student Recognition Night and other occasions where our members’ achievements (academic and/or extracurricular) are celebrated. Our membership is a diverse and accomplished group – and I take particular pleasure in each opportunity to share in the acknowledgment of our members’ successes.

I would be remiss if I did not acknowledge the service and support of my colleagues on MAPS board of directors, all of whom serve as volunteers in addition to balancing studies, work, family, and a host of other community commitments. The board is also indebted to MAPS' full-time staff and part-time student staff – they provide the critically important support that enables us to fulfill our responsibilities.

It has been a privilege to serve as our Association’s president.