

**Pacific Northwest Canadian Studies Consortium
Executive Board Meeting**

January 31, 2009

8:30 am - 12:00 pm

University Place Hotel

Portland State University

Portland, Oregon

Attendees

Sammy Basu, Willamette University
Ross Burkhart, Boise State University
Jackie Cason, University of Alaska - Anchorage
Kevin Cook, Consulate General of Canada
Stan de Mello, University of Washington
Claudine Fisher, Portland State University
Anne Hilton, PNWCSC
Keith James, Portland State University
Rob McCoy, Washington State University
Morna McEachern, University of Washington
Sion Romaine, University of Washington
Michael Treleaven, Gonzaga University/PNWCSC
Dan Turbeville, Eastern Washington University
Gary Wilson, University of Northern British Columbia

Agenda

08:30 - Breakfast
09:00 - Welcomes and Introduction
09:15 - Membership Report
09:45 - Budget Report
10:15 - ICSI (International Canadian Studies Institute) Report
10:45 - ICSI Impacts Conference Report
11:00 - JSIS Centennial Gala
11:15 - 2010 Annual General Meeting, Board Meeting
11:30 - Board Membership; Executive & Associate Director Positions
12:00 - Adjournment

Minutes

Michael Treleaven opened the meeting with a welcome and thanked everyone for attending. He also thanked the representatives from Portland State University for aiding in hotel arrangements. He then asked for any requested changes or additions to the agenda.

Keith James (Portland State University, OR state representative to the board) requested time to briefly discuss Consortium fundraising opportunities. Professor James suggested looking at the McKirker (sp?) Foundation for funding, as well as the Oregon Foundation, which has community organization building grants, the next of which is due August 1. The Ford Foundation also has grants available for projects with an international, social justice, and/or work skills focus. The North American Educational Mobility Program (part of NAFTA) anticipates having a 2010 competition; this program requires that one applies to all three NAFTA governments at the same time. Professor James thought it would be worthwhile to do an inquiry with any of those to broaden PNWCSC's base.

Kevin Cook suggested looking at Gates Foundation grants that focus on education, commented that Cascadia received a substantial grant from them to look at regional transportation issues.

Gary Wilson inquired as to whether PNWCSC could put in a joint application with another organization, such as PNWER, to increase the probability that PNWCSC grant requests would be funded.

Keith James responded that projects focusing on issues such as educational mobility and transportation across borders would provide a natural relationship that PNWER and PNWCSC could utilize to apply for grants at institutions like the Gates and Ford Foundations.

Michael Treleaven commented that PNWCSC could be a coordinating agency for this. He questioned, however, how PNWCSC would task this. He added, "We have a lot of questions to explore about who would be out there and what their criteria are and if any of it fits with our possibilities. The board needs to look at the results of that homework and decide whether or not to apply. My immediate question is how we proceed on this between now and the end of this fiscal season. What do we want to have on the plate? And when do we want to have it? By our next board meeting next year? Or earlier? It's too hypothetical at this point to do anything on this."

Keith James responded that he could send out the opportunities he had found thus far and that PNWCSC can look at them and then decide what to do.

Michael Treleaven agreed that this was a good idea and requested that Keith James circulate the opportunities he had found to the entire PNWCSC board, as well as to point out some things that board members could look at individually. He further commented, "If we want to work on this, we each do a minor bit of homework once Keith sends out his memo and see if some of this looks like it might click and then by a certain future date (sometime this semester) have an email exchange about what to pursue. Is that

reasonable?"

The discussion then turned to the **membership report**.

Kevin Cook noted that the Consulate General and Alberta are non-voting members of the Consortium and that Portland Community College does not seem to be active in PNWCSC any longer. Bellevue Community College is interested in joining. He also noted that the Consulate had visited Southern Oregon University in Ashland, so PNWCSC should follow up regarding their potential membership. Idaho State University is also not a member of the Consortium, but they did attend Ambassador Wilson's breakfast at Boise State University, so it would be good to follow up with them, as well.

Mr Cook continued that the College of Southern Idaho is a two-year college in Twin Falls, and that Albertson College's name is now the College of Idaho. In addition, Central Washington University has joined the Consortium.

Stanley de Mello asked whether membership was restricted to four-year colleges, to which Michael Treleaven responded that, by default, membership had been restricted due to the fact that two-year colleges (Shoreline Community College, a former PNWCSC member, being an example) tended to have smaller faculty pools, so that when one faculty member retired or left, there was often no interest in maintaining a relationship with PNWCSC.

Kevin Cook added that grants are generally open only to four-year universities, which makes the situation complicated, as two-year universities then have to rely solely on PNWCSC for funding, which the Consortium cannot support for an extended period of time. Mr. Cook commented that the restriction is not written in the by-laws, and that Yukon College is an exception to the restriction, being a two-year university. He also noted that Yukon College is the only college in the Yukon Territory and that they have been paying their dues.

Stanley de Mello noted, "Increasingly, we get students in our schools through community colleges; it's cheaper for students to do their first two years at community colleges and then transfer. I'm more interested in the two colleges that are First Nations colleges - it would be really interesting and useful to bring them in. They have other funding through Northern Indian Affairs. Having the Native colleges would bring us a more unique, real voice to the meetings."

Michael Treleaven responded, "I think we have a lot of member institutions and organizations - we should be careful about adding more members - I don't connect with some of these people ever, so I'm skeptical about just adding new membership just for the case of new membership. Native colleges is a much more strategic situation and I would be happy to add them if they're interested. One of the reason we never hear from schools after this is that there is no back-and-forth communication."

Kevin Cook noted that Red Crow Community College is on Consulate's email list, and

while they rarely, if ever, respond to emails sent from the Consulate, they are an important institution for the Consulate with respect to the Summer Institute.

Stan de Mello said that he would be willing to help encourage Red Crow Community College to become active in the PNWCSC if the Consortium was interested.

Keith James added that Northwest Indian College in Bellingham is a four-year institution with a mission to serve Native Peoples in the Pacific Northwest, so they might be a good fit with the Consortium. Keith also noted that he thinks Dan Burns is still the Dean of Science at Northwest Indian College and that he would likely be interested in becoming involved with the Consortium.

Michael Treleaven asked what sort of approach would be appropriate when speaking with colleges like Northwest Indian College or Red Crow Community College.

Stan de Mello replied that Father Mike might write to the president of Red Crow Community College, and then Stan could follow up with her.

Keith James replied that he would contact Northwest Indian College informally, and then Father Mike could follow up more formally.

Stan de Mello also commented that Russel Barsh would be a good connection, as well, and that he would be happy to work with you on this if you would like to.

The discussion then turned to the **budget report**.

Anne Hilton spoke about the costs of the Annual General Meeting, as well as the current financial situation of the Consortium. The total cost of the AGM was \$6896.45, which was offset slightly because nine people paid \$50.00 to have guests attend the Consulate dinner, reducing the total cost to \$6446.45. The total costs of hotel rooms was \$3704.81, the total cost of catering was \$1972.20, and the total cost of conference room reservations and A/V materials was \$755.00. Remaining costs included mileage, per diem, and parking for Anne, as well as mileage for Dan Turbeville equal to the cost of two nights of hotel, as Dan did not incur hotel costs while in Portland. The 2009 AGM was approximately \$1000 more expensive than the 2008 AGM due to the 20% service charge that was added to catering costs, as well as conference room reservation costs, which were not incurred for the 2008 AGM because University of British Columbia facilities were used.

Regarding PNWCSC's general finances, the balance of the PNWCSC account was \$25,683.83 as of January 30, 2009, and the balance of the PNWCSC ICSI account was \$39,000.00 as of January 30, 2009. On January 15, \$4,159.88 was transferred from the PNWCSC account to the ICSI account to create an even balance of \$39,000.00.

Kevin Cook added that the ICSI account would increase by more than \$6,000.00 once deposits for the 2009 ICSI program were received. [\$6,700.00 was deposited on

3/6/2009.]

Michael Treleaven said that PNWCSC was hoping to get a number of request from people who want to participate in the ACSUS conference in November, and that requests for funding had been rather mild thus far. He asked other board members to tell their colleagues that PNWCSC is ready and willing to help out. The documentation to receive funding is pretty mild. PNWCSC has a standing policy of amounts. For campus programs there's a dollar limit of \$400; for individual support it's about \$200 (USD). The policies are online.

Kevin Cook added that it is important to demonstrate that you have spent the amount from the previous year to receive a Program Enhancement Grant. He suggested sending an announcement regarding the ACSUS conferences to say that money from PNWCSC is available.

Michael Treleaven brought up the University of Washington Jackson School Centennial Gala. He vetted this with the board via email earlier. The Jackson School of International Studies celebrates its Centennial this year and is having a Gala in Seattle. The fee for a table is \$1500.00. Father Mike spoke with Nadine Fabbi, and then he sent around the notice the Board members. The board members did respond positively. Out of respect for the role in the Jackson School, it seemed to be appropriate. The Consortium has 10 places at this table. Father Mike will be going, as will one other person. He started inviting local Seattle area universities to attend, but none of the seats have been filled.

Kevin Cook suggested that the Consortium offer the seats to the Consortium members if they want to go. Charge \$50 per seat with up to two seats per person.

Michael Treleaven continued, "We have Consortium active faculty and staff - some of these people have spouses, partners, etc. and some of these people would like to go to dinner with such individuals. It is a Monday night on May 11. It needs to be understood that all people will have to pay their own transportation and housing costs.

Michael Treleaven asked whether there was a a motion on the table to include this in PNWCSC's policy.

Dan Turbeville put the motion on the table, and it was seconded by Gary Wilson. The motion carried unanimously to offer up to two seats to Consortium members for \$50.00 per seat.

Before moving on to the ICSI report, Anne Hilton mentioned that she is planning to redesign the **website**.

Michael Treleaven commented that Anne should be sure to link to ACSUS and the Western Canadian Studies Association, as well as the Consulate.

Kevin Cook gave a **report on ICSI**. Roger Simmons created the ICSI program nine years

ago. It was originally the Alberta Canadian Summer Institute, and is now called the International Canadian Studies Institute. As of right now, the ICSI program has assets of 48K, divided into two line items. 2009 ICSI (14-26 July) has 28K, and the ICSI Impacts Conference (15-16 October) has 20K. Added to the 28K ICSI account is: Canadian Government Fiscal year begins in April. The consulate will be requesting funds from an Ottawa department to support Kevin's participation, along with some hospitality events. In addition, PNWCSC will make a different request to a different Ottawa dept to fund ICSI. This year's program has twelve fellows, and all have been accepted. However, the low number of applicants is discouraging. All applicants are from different universities. It would be ideal to increase the overall number of applicants.

Kevin Cook then turned to the **ICSI Impacts Conference**, which was created by Kim Blanchett. There is \$20,000.00 available for the conference. PNWCSC is planning to offer a travel subsidy and will offer two nights of shared accommodation to all Fellows. Kevin is hoping that the Consulate will be able to host a dinner and/or reception. The conference will take place on the University of Washington Seattle campus. There will be three morning panels with up to three speakers per panel. Panel topics, roughly, will be "Border Trade and Transportation," "Defense and Security," Environment & Sustainability." Each panelist will speak for 10-15 minutes. Lunch will be a round table. Afternoon will be longer presentations. We're inviting some of our Canadian partners to come down to tell us how ICSI has impacted them in Canada. In the evening there will be a closing dinner, which will be open to anyone/everyone at the UW. The idea is to get on paper a record of what the impacts have been. Someone was going to put out a survey and compile survey reports. There are 100 Fellows, and the goal is to get 40 to attend. The idea is that the ICSI yearbook will get some sort of written contribution from 90 of the 100 Fellows. The conference coincides with closing day of Alaska-Yukon Exposition. The travel subsidy will vary based on distance but amounts have not been decided yet. Participating Fellows will have to travel on Thursday. The conference will last from 9:00 am - 5:00 pm on Friday. Dinner will be at 7:00 pm at the Women's University Club in downtown Seattle. The call will go out mid-February for proposals.

The Board then discussed the **2010 Annual General Meeting, Board Meeting**. Michael Treleaven suggested that the next AGM and Board Meeting be in Seattle on February 5-6, 2010. He suggested that Kevin Cook and Anne Hilton meet to find out about potential locations and take care of other logistics.

Michael Treleaven said that one change he would like to make is to have a semicircular arrangement in the conference room rather than rows of tables.

Stan de Mello commented that he really liked the multi-disciplinary nature of the conference. It was very well-organized, and he liked the presence of students.

Kevin Cook suggested having a student panel, such as a cross-border student debate.

Michael Treleaven asked others to follow up if they have any additional ideas, suggestions. One idea has been to increase the student undergraduate role in the

conference. In addition, it might be possible to have Matt Morrison from PNWER to come do a presentation.

Kevin Cook mentioned that the 2008 AGM included a panel with the US Consulate General from Vancouver and Kim Blanchett. It might be possible to invite the new Consulate General from Vancouver to have a panel.

The last item on the agenda was regarding **board membership and the Executive and Associate Director positions.**

Michael Treleaven queried as to whether anyone has a desire to leave the board. Seven of the nine voting board members are present. None of the present board members wished to leave the board. Both he and Dan Turbeville have been PNWCSC's Executive and Associate Directors, respectively, for ten years.

Dan Turbeville suggested that PNWCSC solicit nominations and then elect new Executive and Associate Directors before the 2010 AGM.

Rob McCoy noted that Spokane will be hosting the National Preservation Conference in 2013, which provides an opportunity for Canadian Cultural Institutions and preservation groups. He is on the planning committee and will represent Canada on that committee.

Kevin Cook added that, along the same lines, Ambassador Michael Wilson is planning to visit Spokane in May. He really enjoys visiting and doing university breakfasts, etc. If he wants to, it would be nice to have a breakfast at Gonzaga University. Kevin will check with Embassy and see what Wilson's itinerary is and then follow up with PNWCSC.

Michael Treleaven adjourned the meeting.