The Cooperative Education & Internship Association 2017 ANNUAL BUSINESS MEETING Westin Downtown, Denver CO Monday, April 3, 2017

(In the interest of space, a copy of the Annual Report, that includes a summary of all accomplishments, will be included in the set of official minutes.)

CALL TO ORDER Steve Sellars, President

12:25 pm. Opening remarks were given, welcoming all members and guests. Introduction, Board of Directors. Members received copies of the Annual Report, financial report, and 2016 Annual Business Meeting Minutes.

 Greetings from Canadian Association for Cooperative Education (CAFCE): Ann Marie Fannon, University of Waterloo

Annual Business Meeting Minutes: Steve Sellars, President (handout)

MOTION MADE, SECONDED (P. Grob/True) to accept the minutes of the April 4, 2016 Annual Business Meeting as presented. **PASSED.**

Financial Report: D. Cayse - see Annual Report

MOTION MADE, SECONDED (S. Burrows/K. Harper) to accept the Financial Report as presented. PASSED.

Membership Report: P. Harrier - see Annual Report

- 2017 total new/renewed to date: 607; 694 2016 members; 675 2015 members; 701 2014 members; 649 2013 members; 611 2012 members; 641 2011 members; 668 2010 members; 629 2009 members; 760 2008 members; 729 2007 members.
- CEIA transitioned to website and Wild Apricot database January 1st; over 200 web pages available for members.

Professional Development: S. Maynard - see Annual Report

- CEIA Academy June 21-23, 2017 Vail, CO; Training emphasis; referred to the flyer on tables.
- Webinar Offerings thanks to D. Snow, H. Zehnder, K. Harper.
- Studying opportunities to take CEIA Academy on the road.
- Volunteer opportunities for membership on committees, etc.

Research & Surveys Report: S. Burrows - see Annual Report

- New Student Research Project Grant awarded to C. Cates and team.
- Selected Wilson Award recipient.

Experience Magazine Report: M. Sharp

- Introduced team; described re-launch of magazine and who it is for.
- Expanded focus; 48 submissions 22 articles accepted, 13 published
- Already have 9 articles for next issue!
- Current issue features best practice highlights, field trends, how-to articles and relevant information and resources for practitioners in the field of cooperative education and internships.
- Looking for sponsorships, ads, articles from blogs, LinkedIn, Career Eco, high school programs.
- Experience Magazine will produce two electronic publications every year. The fall issue will focus on practice and the spring issue will focus on theory.

2017-18 Board Elections Results: K. Harper, Past President

Nominations Committee: Penelope Grob, Julie Hutt, Andrew Harper

President Elect:

Veronica Porter, Northeastern University

Vice President Marketing & Communications:

Vice President Professional Development:

Vice President Region 2:

Vice President Region 4:

Vice President Region 6:

Veronica Porter, Northeastern University

Dawn Koeltzow, Bradley University

Kelly Harper, Cincinnati State College

Lynne Hickle, Drexel University

Jill Collet, University of Cincinnati

Sara Muzzy, Wichita State University

Vice President Global Network:

Vice President Cooperative Education Network:

Vice President Two Year Program Network:

Ross Johnston, University of Waterloo

Tracey Dowling, Florida State University

Jessy Jones, Sinclair Community College

Appointments:

Vice President Region 1: Kate Darcy Hohenthal, University of Hartford

Vice President Internship Network: Molly Weller, Metropolitan State University of Denver

Ex-Officio Appointments:

2019 Conference Chair: Cara Doyle, North Carolina State University
Associate, Member Development & Retention: Patricia Bazrod, Georgia Institute of Technology

Year-In-Review: Steve Sellars, President

• Appreciation for board and executive committee work this year; strategic planning; committee work, Journal Agreement, conference planning successful.

- Reviewed accomplishments as listed in Annual Report, including webinars, planning & administration, website
 design, Experience Magazine, CareerEco, blog, mentoring, CEIA Academy, Audit Committee, research grant, site
 selection, networks, development.
- Honor Roll: During the Conference, CEIA honors those students who are receiving awards for their noteworthy achievements. Since some students are unable to attend due to limited personal finances, the Association has established a fund to assist them with some of the expenses related to their travel.

• 2017 - \$1,250 (20 donations) from solicitation of lifetime members, past award recipients and membership.

• 2016 - \$1,300

2015 - \$1,075

2014 - \$1,100

• 2013 - \$ 775

2012 - \$ 775

2011 - \$ 700

2017/2018 Board Introductions: S. Maynard, President-elect (see Annual Report)

Questions/Discussion: Steve Sellars, President

2018 CEIA Annual Conference: David Caffo, Wilmington University, Conference Chair

• Charleston, SC; Embassy Suites North April 16-18, 2018

Final Comments & Adjournment: Steve Sellars, President

• President Steve Sellars acknowledged 2016-17 Board and those concluding their terms of service.

MOTION MADE, SECONDED (H. Zehnder/P. Harrier) to adjourn the Annual Business Meeting 12:56 pm. PASSED.

Submitted by: P. Harrier, Association Manager