

I feel better, more calm, delivering this year's President's Report. Unlike last year, my first AGM, I've had some time to absorb what is required of me. This year has been incredible and I've been blessed to work with an incredibly dedicated group of volunteers. All that we've accomplished this year is because of them, and because they consistently put each of you first.

John, Alicia, Marina, Denise, our standing committee members, our committee volunteers and the numerous volunteers who have come forward to dedicate your time and experience in support of CPM employees – thank you. It is you who have assured us another successful year.

This past year:

- As an executive we agreed to focus our efforts on engaging members and providing meaningful professional development and networking opportunities.
- We continued to attend HR Orientation every two weeks. Supported by the Membership & Nominating Committee, a representative of the CPMEA Executive attended each HR orientation session for CPMs. The purpose? To welcome new members of our employee group with a friendly face – a point of contact outside their units where they can access institutional knowledge and history. We meet for about 30 minutes, introducing CPMs to what it means to be a member of our association, the importance of networking in our institution, point members to strategic institutional documents and to answer questions.
- A big thank you to the Membership & Nominating Committee – for updating the welcome letter and ensuring each new member receives an electronic copy, and to Caroline in HR for responding to our incessant requests to add new CPM members to the CPM Listserve.

Wow was the Annual Membership Breakfast ever successful! We switched it up a bit this year, allowing much more time for networking and lots more bacon. We had our best attendance rate yet, and received lots of positive feedback on the additional networking time and our York presenter Rebecca Basset-Gunter, who delivered a session on the brain's interference with health, fitness and stress free living. Looking forward to next February's event!

With the Programs Committee we hosted 3 lunch & learns over the past year. Continuing with the model of leaving registration open until two days before the event, we were able to accommodate an even larger group of CPMs. With participation of no less than 50 people at each session, we're looking forward to leveraging some of the talent on our campuses over the next year to bring even more quality presentations to the membership. Sessions we offered include:

- The Top 10 Mistakes You're Making That Derail Your Health & Fitness Goals

- Building Your Professional Brand
- Emotional Intelligence: Facilitating Leadership Impact
- Another session June 30th – watch your inbox later this week for an invite to this event!

In keeping with the goal of internal process improvement, the CPMEA Executive and the Program Committee established a new process leveraging Adobe Connect with lunch and learns, to allow those on different campuses to participate. We're still refining the process, and hope to include this as an option for all future lunch and learns.

Thank you to the membership for sharing with us topics you'd like to learn more about! Keep the ideas coming and we'll continue to offer what you've requested. A huge thank you to Karen Warner, Sumentha D'Souza and Melissa Romulus-Lisanti for all of their work in bringing these sessions to you.

The Executive led a number of process improvement initiatives over the past year to ensure continuity when new executive or committee members come in. As mentioned in my President's Report last year, our goal is to ensure that new members are onboarded seamlessly and quickly, that deadlines aren't missed, that information is retained in central locations and history is not lost. Initiatives included:

- Draft a critical path for lunch and learn execution
- Draft a critical path for Annual Membership Breakfast execution
- Draft a critical path for AGM execution
- Rework the voting procedure with the Membership & Nominating Committee, taking it online and removing paper ballots
- Draft a procedure for membership surveys, leveraging existing technology at York and incorporating data from previous surveys
- Aligning the membership welcome letter with the follow-up email sent to each CPM orientation attendee

In addition, the Membership & Nominating Committee, in partnership with UIT and Human Resources, developed a notification system in order to flag new CPM members for their committee. A huge thank you to Mary Stearns, Smita Shah and Eva Najemkova for all of their efforts to bring us into this century.

We also ventured into the basement of Central Square to clean out the CPMEA Storage Room. Did you know we had one? Neither did we! We cleaned it out, returned the keys as we no longer require the room for paper storage, and worked with the Archives to incorporate select CPMEA historical records into the University's Archive. A huge thank you to Alicia, our outgoing VP Strategy & Communication, for her assistance in cleaning this up.

The Employment Policy & Advisory Committee had a busy year! In addition to working with HR to prepare presentations on Job Evaluation,

- Reviewed and provided input to the CPM vacation standard operating procedures (SOP).
- Developed the following for review and implementation by the Office of the Interim AVP, HR:
 - Flextime Policy
 - Flextime FAQ's
 - Flextime SOP
- In consultation with the Office of the AVP, HR contributed questions to the CPMEA pulse survey on Flextime, Performance Management Plan, Vacation, Job Evaluation and Complaints process. Will use survey analysis to determine our focus for 2017.

Thank you to the Employment Policy & Advisory committee for their contributions this year: Annette Boodram, Wes Moir, Jacqueline Brathwaite and Anna Morgani.

We encourage you to continue to share with us topics of interest you'd like raised at the executive level. We will continue to share information on a regular basis with senior management that is of

interest to, and can benefit, all CPMs.

The CPMEA Survey issued in early 2016 was very successful, with a response rate of (insert). These results and associated analysis will be available shortly on our website. They have been helpful in letting us know what we're doing right, and where to focus our efforts.

We're looking forward to the next year – to new volunteers, seeing old friends, and connecting regularly at professional development or networking opportunities. It's been a personal pleasure to serve the membership for the past two years, and I look forward to continued service to York CPMs for another term.

