

COLLEGE *of*  
APPLIED BIOLOGY  
BRITISH COLUMBIA

# College Matters

## Special Annual Reports Issue

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This publication is made available to every member of the College.

Decisions of the College on matters of standards, policies and guidelines are published in this bulletin. The College therefore assumes that each member is aware of these matters.

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# Preserving and Protecting Scientific Methods and Principles

## Overview

The College of Applied Biology was established by the Provincial Legislature in 2002 as the licensing and regulatory body for the practice of applied biology in BC. The College and its members are governed by provincial legislation - the *College of Applied Biology Act* and the *Rules* made under that Act - which entrust the College with the responsibility to establish, monitor and enforce high standards of qualification and the practice of applied biology across the province.

The College recognizes that self-regulation of the practice of applied biology is a privilege granted in the public interest and for the public good. The responsibility to retain this privilege is taken very seriously by the College Council, Committee members and staff.

The regulation of the profession requires both proactive and reactive measures. In its proactive role, the College maintains a number of quality assurance programs, such as the College Audit Program and the mandatory continuing professional development program. On the reactive side, the College manages a complaint driven process by which members are held accountable for their actions - both practice and personal.

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President	Paul McElligott
Executive Vice President	Guy Gilron
Vice President	Brian Churchill
Past President	Doug Steventon
Elected Councillors	Garry Alexander Brian Clark Vanessa Craig Chris Maundrell Ross Murray Warren Warttig
Lay Councillors	David J. L. Hughes Maureen McDermid
Ex Officio	Chris Johnson Mel Kotyk
<hr/>	
Executive Director	Linda Michaluk
Registrar	Linda Stordeur
Financial Officer	Kelly McLaughlin
Office Administrator	Simon Woo
Project Analyst	Jordan Samis (MA Student)



## President's Report

### Paul McElligott, RPBio

It has once again been my honour to serve as President of the College of Applied Biology. In the nine years since the College was established to govern the practice of professional biology, we have continued to grow, adapt and change. 2011 has been no different in this regard from the years before it.

This past year was the first full year of our audit program. This program allows the College to monitor the extent to which members are aware of, and are meeting, our membership requirements, thus enabling the College to demonstrate proactively how we are meeting one important element of our public-interest interest mandate. Happily, the random audits conducted by the Audit Committee have found that, to date, our members maintain a high standard of professionalism in their practice-related activities and keep up-to-date with their continuing professional development (CPD) requirements.

Now that the College has been around for several years, the Council felt it was time to review our role and direction. We therefore initiated a strategic planning process with the aim of developing a formal Strategic Plan. For the most part our internal and administrative processes are in good shape, but as always there is room for improvement. The Council will continue the strategic planning process in the next year, setting measurable goals so we can monitor our progress and ensure we continue to grow and evolve with the needs of the profession and the public interest.

As this Annual General Meeting (AGM) report is being written, the College is collating the comments received from our members regarding a new, revised Code of Ethics. The existing College Code of Ethics was inherited from the Association of Professional Biology (APB) when the *College of Applied Biology Act* came into force and, due to the difference in mandate between the College and the APB, a review and revision of the Code is necessary. The changes recommended to the Code are intended to shift the College Code of Ethics to one embodying the need for practitioners of professional applied biology to be, and be seen as, objective

professionals. The revised Code, containing principles and standards to assist the public and practitioners in understanding how this goal is to be cast and achieved, is expected to be finalized early in the New Year.

2011 saw the finalization of the College's Mutual Recognition Agreement with the UK's Society of Biology. This agreement gives College members the opportunity to become registered with the UK Society of Biology and the EU European Countries Biologists Association on the strength of their College membership. The admission and practice standards of the College are considered to be among the best in the world and having this recognized across the UK and the EU is gratifying.

Finally, 2011 was the first full year that the College and the APB have operated as completely separate organizations. This was essential to ensure that the separation between public and member interests was both known and respected. The *College of Applied Biology Act* created the College to attend to the public interest: members of the College agree have their professional practice governed by the College, and in return can identify themselves as "professional biologists", "R.P.Bio.'s", "registered biology technologists", "R.B.Tech's" and any other terms identified in the *Act*. Membership in the College holds the members accountable to the public, and provides the mechanism to assure that accountability.

Prior to the College's creation, the APB did its utmost in the informal atmosphere allowed by the *Society Act* to address both the member and public interest roles. However, since the College's creation, the APB's role is solely that of a member-interest body. The APB requires their members to also be members of the College; however, because the APB represents only as a subset of the College's membership, the APB does not represent all the College's members.

The distinction between the College and the APB is an important one, because many (if not most) outside our profession are not aware that things

## President's Report continued

have changed when the College was created in 2002. Many continue to think that the APB's role is the same as that of the Association of Engineers and Geoscientists of BC (APEGBC), or the Association of Forest Professionals of BC (AFPBC), wherein the member interest and public interest are still held within the same organization.

Having the same organization responsible for both public and member interests creates the (real or perceived) opportunity for a conflict-of-interest, if the directions of the two groups differ. This is well-illustrated by the provincial government's recent dissolution of the BC College of Teachers, the body created to ensure that the public interest was upheld in the self-regulation of the teaching profession. The Teachers College was dissolved because the involvement of the member-interest organization in the affairs of the public interest. The BC Teachers Federation College was deemed to be interfering in the College's ability to act in the public interest – a lesson for both member and public interest bodies alike.

The need to ensure understanding around the separation of member and public interest led the College Council to hold its 2012 AGM in concert with a College-sponsored conference, as opposed to the previous practice of holding our AGM at the same time and venue as the APB's Annual Applied Biology Conference. In setting a theme for the College conference, the Council looked to its public interest roots; the conference theme is updates to provincial policy and legislation. As the provincial government leans toward increasing its professional reliance, all resource professionals will need to respect and work with one another. The Council has therefore set a policy of preferred pricing for all members of self-regulating professions. The ability to attend the conference either in person or by web link should broaden opportunities for our members and others to attend, regardless of their physical location. Council will be reviewing conference outcomes and will then be in a position to determine if and/or how future events will take place.

The College is only as strong as its membership. This strength is reflected not only in how members affect their practice and meet the requisite standards, but also in the Council election and participation process. At the time of writing this message, the results of the Council election are unknown. I would like to thank and congratulate all who participated in the election – nominators, candidates and of course voters. The incoming Council will face challenges and opportunities and in so doing, will need the participation and support of the membership. I would like to thank all who volunteered over this past year, as councillors and committee members. We are in an extremely privileged position and it will take the continued effort of all members to maintain the College reputation and keep our position as leaders in the applied biology profession strong.

As always, I would like to thank the College staff and the volunteer committee members whose work has led to our accomplishments this past year.

Respectfully submitted,  
Paul McElligott, R.P.Bio.  
President

MINUTES OF THE COLLEGE OF APPLIED BIOLOGY  
ANNUAL GENERAL MEETING HELD ON  
THURSDAY, MAY 5th, 2011  
AT VANCOUVER ISLAND CONFERENCE CENTRE,  
NANAIMO, BC

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The Meeting was called to order at 7:30 am by President Paul McElligott, and a quorum was confirmed.

Paul welcomed Sharon Glover from ABCFP, Bob Moody of BCIA and Charles MacMichael of ASPB.

Paul called for a minute of silence to remember College members who had passed away since the last AGM.

**AGENDA**

**MOTION: Moved by Chris Maundrell, seconded by Mark Biagi to adopt the agenda as presented.** **Carried**

**MINUTES OF THE 2010 ANNUAL GENERAL MEETING**

**MOTION: Moved by Warren Warttig, seconded by Wayne Wall to adopt the minutes as presented.** **Carried**

**ANNUAL REPORTS**

Paul spoke about the format of the Annual General Meeting and that it would be the same as last year. He spoke about the highlights of the year taken from the reports as presented in the Annual Report Issue of College Matters.

**MOTION: Moved by Brian Churchill, seconded by Eric White to accept the annual reports as presented.** **Carried**

**MOTION: Moved by Chris Maundrell, Seconded by Warren Warttig to accept the Audited statements as presented.** **Carried**

**MOTION: Moved by Brian Churchill, seconded by Vanessa Craig to appoint CF Loveless, CA as Auditor for 2011.** **Carried**

**RESOLUTIONS**

**Resolution 2011-01**

THEREFORE BE IT RESOLVED:

that the component of Schedule 4, Part 2. Continuing Education stating “Note: at least once in every three (3) year period, members should include hours in this category derived from either: i) taking the College of Applied Biology Ethics Course, or ii) a course in professional ethics,” be removed from Schedule 4.

**MOTION: Moved by Kathryn Macintosh, seconded by Iain Taylor to accept the resolution.** **Carried**

## 2011 AGM minutes continued

### **Resolution 2011-02**

THEREFORE BE IT RESOLVED:

that the College, not more than twice in any month, as provided by the APB will, to its member so subscribed, circulate via the College's electronic listserve "CollegeNotice" notices of conferences, workshops, symposia and other events put on by the APB for the purpose of maintenance and improvement of College members' professional competence, expertise and development.

**MOTION: Moved by Gerry Leering, seconded by Barb Faggetter to accept the resolution.**

**Carried.**

Paul presented former Credentials Chair Joyce Boon, retiring Discipline Committee member Iain Taylor, and outgoing Councillor Jim Cuthbert with certificates recognizing their service to the College.

**MOTION: Moved by Brian Clark to adjourn.**

The meeting adjourned at 7:52 am

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## Executive Director Report Linda Michaluk, RPBio

It is always helpful in writing an annual report for one year to look back at what was said in similar reports from previous years. This year, I decided to look at the annual report from the first full year of College operation and compare it to the 2010 annual report. A number of interesting, to me at least, things came to light.

In 2004, revenue from membership dues and application fees totalled \$304,364 while in 2010 the total was \$524,498. Council expenses, staff salaries and benefits amounted to \$200,266 in 2004 and \$282,487 in 2010. Membership in 2004 was 1481, and in 2010, 1906. But numbers never tell the whole story, of course.

In 2004, the College was a very different organization than it was in 2010, and that it is today in 2012. In 2004, it was still the new kid on the regulatory block, and was facing a very steep learning curve; it is one thing to achieve legislated status, and quite another to develop the rules and policies to equip an organization to meet and deliver on the mandate. I feel privileged to have been present in the house when the *College*

*of Applied Biology Act* was introduced, present at the first meeting of the first College Council, and involved in College operations today. The challenges and changes the organization has faced have been significant and it is gratifying to see how the College and its membership have responded.

Over the past year the College achieved international recognition when it signed a Mutual Recognition Agreement with the Society of Biology in the UK. This agreement is one of the first signed by a regulatory body in BC, and has attracted the interest of other regulators in the province. The College Audit program, now in full operation and due for expansion this coming year, has also received recognition from other organizations in Canada and elsewhere as an efficient way of proactively assessing members' ability to meet practice requirements.

I mentioned earlier that the numbers and financial statements tell only part of the story. The part that does not show up is the amount of effort that volunteers put into the organization. The College



## Executive Director Report continued

relies on volunteers to perform many statutory functions associated with credentials, discipline and audits, as well as other areas of review such as the recent Code of Ethics work. The financial value of the volunteer time this year alone is in the order of \$100,000 – a number that does not show up anywhere. The contribution value is much more than that; in fact, the College could not function without the efforts of the volunteers.

Another thing that does not show up on financial statements is the number of employment positions in the private and public sectors that, in 2011, require membership in the College. In 2004, there were few private sector employers who required College membership, and no government positions. In 2011, many private sector employers have preferential hiring practices for College members, and many government positions reference College membership in the job requirements. There is legislation that requires sign off by a College member, and that which references College members in concert with other professions. Although our legislation is title protection (as opposed to practice protection), the fact that a particular piece of legislation requires signoff by an RPBio has the same effect as practice protection.

While we must not get complacent about where we are as we still have far to go, we must not forget or ignore the strides we have made. And, we must not forget that our role is to act in the public interest. Acting in the public interest does not mean that the College does not attend to the needs of its members or respect the members' views/opinions on College related issues; nor does it mean that the College does not have a role to play in liaising with government on College related issues. However, it does mean that the College does not undertake issue-related advocacy, and does not act in such a way as to be seen to put its members' interest ahead of the public interest. No doubt, over the coming months and years, there will be discussion, disagreement, and agreement on what this looks like, and how it is best achieved.

Over the last year, Council has worked on the development of a formal governance model that will assist in the identification and handling of

such issues as well as the day-to-day matters. This last year saw Council start to devote time and energy to the development of a strategic plan that will help guide the organization as it tackles old problems and new challenges.

The College of 2011/12 is different from the College of 2004 - it now consists of RPBios and RBTechs with their associated “in training” categories, and thus now represents the team of applied biology practitioners. At the same time however, the College of 2011/12 also consists of many of the same individuals who were members in 2004 and so represents a unique collection of applied biology expertise and skill sets. The College of 2004 was busy trying to get the attention of and establish relationships with others; the College of 2011/12 has a Memorandum of Understanding in place with ABCFP, and has worked with them to prepare guidance papers on Species at Risk, and developing professional advice. In addition, the College participated with other regulatory organizations such as ABCFP, APEGBC and BCIA, and others to produce the 2006 Professional Reliance Task Force report, and continues to investigate opportunities for cross profession guidance pieces with APEGBC.

One thing that has not changed over the years is the fact that the office remains a busy place. This past year, two co-op students were added to the staff mix and they contributed significantly to the work product of the organization. Jordan Samis participated in the UK Mutual Recognition project and in the Council Governance initiative, while Basia Bukowski reviewed opportunities for introducing alternative dispute resolution approaches to our various accountability initiatives. I would like to thank them for their contributions. I would also like to recognize the efforts and diligence of Simon Woo, Kelly McLaughlin and Linda Stordeur and thank them for their contributions over this past year. All are employees of long standing that the College is fortunate to have.

Respectfully submitted  
Linda Michaluk, RPBio  
Executive Director



## Lay Councillors Report David Hughes

There are two volunteer lay members on Council. Maureen McDermid and David Hughes, both appointed by the government in 2006 with their terms recently extended for a further two years. Our role is to offer an outside perspective of the public interest on issues before your Council, which always gives this subject most careful attention. This is a major consideration of government when granting the privilege of self government to any profession.

However lest it be thought that we sit comfortably back as some sort of spectators, let me tell you that we are put to work!

Maureen is active in the Communications Committee and is also heavily involved in further developing the model and processes of governance. David serves on the Finance Committee and this year on the small team which is rewriting the code of ethics, an important and time consuming task. This is not to boast of our efforts but to reflect our appreciation of

our acceptance by your professional Council members and the consideration we are given. We participated in the first serious attempt to develop a strategic plan which, while still a work in progress, is already demonstrating its value in setting our course and providing a foundation for ongoing development and growth. The separation of College and the APB appears to be both complete and successful which is good for both bodies. All in all, a satisfactory situation for members of the College

Respectfully submitted,

David Hughes  
Lay Councillor

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## Secretary/Treasurer Report Brian Churchill, RPBio

This report addresses the ninth fully functioning year of the College, 2011.

### Secretary

The College Annual General Meeting was held in Nanaimo in May in conjunction with the Association of Professional Biology Conference. There were four regular Council meetings held last year scheduled approximately bi-monthly. All meetings were held in Richmond. Minutes of all meetings are available on the College web-site and at the College office, and summaries of all meetings are published in *College Matters*. In addition the Council held a Strategic Planning Session at Tigh-Na-Mara Resort immediately following the AGM.

Registrar Linda Stordeur has been kept extremely busy as our membership keeps growing; her diligence and the contribution of the volunteer members of the Credentials Committee are greatly appreciated. Simon Woo and Kelly McLaughlin, deserve our thanks for keeping us functioning flawlessly for the past year in preparing meeting agendas, materials and our financial transactions and reports.

A thank you to the Executive Director, Linda Michaluk whose skill makes the overall management of the College operations look easy. Her foresight and diligence allows the Treasurer, and all the Council, to focus on strategic issues.

## Secretary/Treasurer Report continued

### Audit

The recently completed audit of College finances indicate the College has been documenting receipts and expenditures in accordance with accepted accounting practice. The 2011 audit has been prepared by C.F. Loveless, CA who has a good understanding of the College and our circumstances. I recommend that C.F. Loveless, CA be appointed Auditor for the 2012 fiscal year.

### Finances

The main financial news for 2011 was once again a balanced budget and meeting the commitment made to the members of increasing the legal fund. Contributions this past year have brought this fund to just over \$315,000 and the 2012 budget anticipates further contributions. With a sound financial picture, the financial task force (Brian Churchill, Chris Maundrell, Vanessa Craig, David Hughes and Linda Michaluk [ex officio]) have been working on the organization of staffing, and organization and strategic planning to meet the demands of our maturing profession. With this in mind, an Operations Reserve fund was established this year with a \$20,000 contribution.

In 2004 we set an objective for the legal fund to grow to \$350,000 to meet the potential risk of significant legal costs resulting from managing the process of a major discipline case or other legal entanglement. One note of caution, the original objective of \$350,000 was set several years ago. Over the next couple of years, the Council as part of a strategic plan will examine the ongoing discipline related and other legal costs to evaluate if this objective remains appropriate or if it should be revised as we go forward with a larger membership. We no longer share office space with the BC Institute of Agrologists. While not initiated by us, the departure of the BCIA has increased our overhead, but does provide more space and options for office use.

The College Council will continue its efforts to ensure we remain efficient in operations and financially healthy as we meet our regulatory obligations. We know there will be future financial challenges as our profession achieves more recognition and the College is requested to provide more support to government and the public. While I feel that our dues are adequate to meet these challenges for some years, the Financial Task Force reviews our operations with an eye to prioritizing demands and preparing a financial plan to ensure ongoing progress within our financial means. Please feel free to provide suggestions via email ([cab@cab-bc.org](mailto:cab@cab-bc.org)) to the office for forwarding to us.

Respectfully submitted,  
 Brian Churchill, RPBio  
 Secretary/Treasurer  
 Vice President

# Registrar Report

## Linda Stordeur, RPBio

Membership growth continues to remain strong as illustrated in the table below. While egress is inevitable, the number of new and returning members continues to exceed those who have withdrawn. Specific membership information is presented at the end of this report.

Biologist in Training members continue to comprise a significant number of the RPBio applications (30% in 2011), something that appears to bode well for the organization and the profession. The College regularly receives applications from those who have had their academic training from across Canada, and around the world. The Credentials Committee regularly reviews the membership criteria to ensure that the requirements are in keeping with the legislated mandate of the College.

I would like to acknowledge Simon Woo (office assistant), Chris Johnson (Chair, Credentials Committee), Joyce Boon (Vice-Chair, Credentials Committee), and the Credentials Committee members for their commitment and dedication to the very busy and detailed task of processing and evaluating the applications.

Respectfully submitted,  
Linda Stordeur, RPBio  
Registrar

### Membership Numbers

Membership Totals <sup>1</sup>		2006	2007	2008	2009	2010	2011
<b>Registered Members</b>	R.P.Bio.	1282	1305	1355	1418	1434	1475
	R.P.Bio. (Ret.)	63	75	81	85	85	90
	R.B. Tech.				15	29	32
<b>Enrolled Members</b>	B.I.T.	208	261	301	293	273	260
	Trainee (R.B.Tech.)				3	3	10
	St.	22	30	31	28	30	26
<b>Honorary Member</b>		1	1	1	1	0	0
<b>Leave of Absence</b>		38	38	38	50	52	41
<b>Total Membership<sup>2</sup></b>		1614	1709	1807	1893	1906	1934

<sup>1</sup> The numbers shown are as of December 31st of each year

<sup>2</sup> The totals include those On Leave as they still appear in the Register

## Registrar Report continued

### Membership Demographics by Employment Sector

Employment Sector		Percent of Membership
Education		3.0
First Nations		1.0
Government	Federal	4.4
	Municipal	2.5
	Provincial	15.0
Not for Profit		2.0
Private Sector		46.6
Self-Employed		18.5
Unknown/Retired		7.0

### Membership Demographics by Provincial Distribution

Location <sup>3</sup>	Percent of Membership
Vancouver Island	23.7
South Coast	36.0
Okanagan	9.0
Kootenay	7.4
Cariboo	2.7
Prince Rupert	4.2
Prince George/Peace River	8.5
Out of Province	7.8
Out of Country	0.7

3. Locations are as set out in the map below



- ① Vancouver Island
- ② South Coast
- ③ Okanagan
- ④ Kootenay
- ⑤ Cariboo
- ⑥ Prince Rupert
- ⑦ Prince George/Peace River

## Credentials Committee Report Chris Johnson, RPBio

In 2011, Joyce Boon and I exchanged roles as Vice-Chair and Chair. The Credentials Committee benefitted from Joyce's hard work and service to the College, both as a Committee member and through her five years as Chair. Thanks to Joyce's leadership, the time and energy invested by each member of the Committee, and the support provided by the College staff, we entered the year with a well defined, transparent, and efficient application and review process. As one of her last duties as Chair, Joyce authored a Policy and Procedures Manual that formally described the activities of the Committee as well as College staff in matters that pertain to the processes governing the Credentials Committee. We now have clearly stated protocols that guide the application and review process as well as the expectations of individuals sitting on the Committee.

I thank the College staff for their exceptional and selfless work in supporting the Committee. Linda Stordeur is tasked with the rewarding job of informing applicants of their admission to the College and of course the thankless duty that is issuing letters to those who do not meet our requirements and shepherding often disgruntled individuals through the reapplication process. As the first point of contact for prospective members, Linda continues to represent the College in a very positive and professional way. She recognizes and respects the efforts of the Credentials Committee and works continually to reduce our burden by streamlining and improving the review process. Finally, her understanding of the College and profession of applied biology provides exceptional guidance when developing and refining admissions criteria.

As in past years, Simon Woo has served the Credentials Committee with the utmost diligence and attention to detail and efficiency. Preparing applications for review is not an easy task. There are numerous elements that constitute the review package all of which need organization and in many cases further clarification from the applicant. A consistent and complete application saves the Committee time and ultimately speeds the review and decision for the applicant.

The Credentials Committee continues to work effectively and in a collegial manner. We are professional biologists representing a diverse range of expertise and employment sectors. As such, we can have different opinions on the duties of a professional biologist or technologist. However, through our annual meeting, open communication, and the guidance of the Registrar we maintain a clear and consistent standard for admission that ensures protection of the public interest.

In 2011, the Credentials Committee and College staff reviewed 175 applications (RPBio = 77, RBTech = 6, BIT = 70, RBTech Trainee = 8, St = 14). Each review can be time consuming and must be accommodated within the constraints of other professional and personal commitments. As with other committee work, our efforts are voluntary and driven by a desire to maintain a fair process and high standards for admission. I thank Joyce Boon (Vice Chair), Rob D'Eon, Guy Gilron, Lee Harding, Pierre Johnstone, Sandra Meidinger, Gerry Naito, Brent Philips, Roy Rea, and Liz Stanlake for their service to the College.

Respectfully submitted,  
Chris Johnson, RPBio  
Chair, Credentials Committee

## Audit Committee Report Warren Warttig, RPBio

The establishment of self-governing status results in an obligation for a profession to govern members in accordance with the law and the standards set by the profession itself. When professional regulatory organizations fail to hold members to account in a transparent manner, public can lose confidence in the profession and the associated professionals. To that end, the College is not only authorized by statute, but required to set in place a variety of proactive and reactive accountability processes that ensure the public interest in the practice of applied biology is met. The Audit Program falls into the proactive category (i.e. not complaint driven) as participation is determined by way of random selection of practicing members.

As stated above, an Audit is a proactive process developed on a quality assurance model that is structured not only to address the public's interest but to also provide an educative element for members. The program is configured to both inform members where there may be a process-related practice problem, and to provide opportunities to assist the member to understand the issues to help ensure that they do not arise again. Members of the Audit Committee have all undergone practice audits, and are acting as the Auditors for the formal audits. This ensures that the committee has firsthand knowledge of the challenges faced both by the auditors and by the subject members so that they can review and recommend program revisions to Council as required.

The Audit Program, which has been developed over the past four years, was implemented spring 2010 where nine randomly drawn members were audited. In 2011, ten randomly drawn members were audited, and one additional audit was completed as a requirement for a new volunteer auditor. By way of summary for the audits conducted: all members were deemed to have met the audit requirements. Initially, an additional ten audits were planned for the latter half of 2011, but they were postponed due to other issues that needed our committee's attention:

- The Audit Committee undertook a review of Schedule 4 and the associated forms which resulted in a number of recommended changes to Council. The recommendations were primarily related to how CPD points were determined and tracked. Changes to Schedule 4 officially came into effect January 1, 2012;
- Resolution 2011-01 was discussed, and Schedule 4, Part 2 was amended to reflect the resolution. A detailed summary of changes to Schedule 4 can be seen College Matters, Volume 3, Issue 4 (December 2011) <https://www.cab-bc.org/college-publications>
- An Audit Committee Policy and Procedures document was developed and approved by the committee;
- The CPD Form ( <https://www.cab-bc.org/files/CPD%20Form%202012.xls> ) has been redone to address comments/complaints from members, and is now in an excel format;
- A CPD FAQ form was started;
- The Auditor form was amended to be more consistent with the audit form (<https://www.cab-bc.org/files/Audit%20form%20member.xls> ) ;
- Work has started on an Audit FAQ, and while it will not be as complete as the Audit guidance document prepared by the APB, it will address the most common questions we address related to the audits; and
- Rule change recommendations were made to Council regarding temporary withdrawal under section 7.13.5 where the member must, after one year, complete 50% of the CPD requirements for each subsequent year on temporary withdrawal. With this change, members on temporary withdrawal will become part of the audit pool for random audit selection. ( <https://www.cab-bc.org/files/revised%20consolidated%20rules%20December%202011.pdf> )



## Audit Committee Report continued

In May 2011, CAB Council completed a two day strategic planning session. At this session, the topic of audit frequency (currently 1% of membership annually) was discussed. It was decided that a 1% audit rate per year was a low, and an annual audit rate of 5% would instill a higher level of public confidence. The committee plans to move forward to meet this strategic objective in two ways:

1. We currently have seven Audit Committee members that act as auditors, and one volunteer auditor; by increasing the number of audits per auditor to six audits per year (from < four) it would bring the percentage of membership audited to approximately 3% (our target for 2012) based on an auditable membership of 1547. Random selection of 24 members for audit will be initiated for January 2012.
2. By increasing the number of volunteer auditors to six, and completing six audits per year/auditor would bring the audit rate to 5% of membership. To date we have been relatively unsuccessful in attracting auditors.

If you interested in supporting the College, this is an interesting activity that requires relatively little time commitment. As an auditor, you are involved in audits only and report to the Audit Committee (i.e. you would not be a member of the audit committee). If you are interested in becoming an auditor (or know someone who is) please check page 25 of this Annual Report *CollegeMatters* issue to confirm eligibility, and then contact Linda Michaluk.

Information on the audit process is posted to the web site at: <http://www.cab-bc.org/files/Schedule%206.pdf>. The site includes links to the audit forms to enable members to undergo an informal self-assessment and become familiar with the process and practice related requirements. This will not only assist those members who are selected by random draw to undergo an audit, but will assist all members in meeting their professional practice elements.

I would like to thank the committee members - Wayne Wall, Mark d'Entremont, Ian Robertson, Mike Whelen, Rob Thomson, Brian Clark, and Maureen McDermid - for their hard work and continued support, and Guy Gilron for his work as an auditor.

Respectfully submitted,  
Warren Warttig, RPBio  
Chair, Audit Committee

## Communications Committee Report Maureen McDermid

In 2011, the communication tools between the College and its members have been established and refined to reflect the unique brand of the College of Applied Biology. College Matters continues to serve as the main print communications tool. Each volume addresses a theme of emerging or ongoing interest to the members as well as the regular features that provide updates on the work of the College. Recent editions have provided members with a comprehensive look at the audit procedures that provide quality assurance for the profession, discipline policies that address professional conduct and the proposed revised Code of Ethics that defines the standards of practice for the profession.

In addition, the website at [www.cab-bc.org](http://www.cab-bc.org) continues to evolve and adapt as members suggest ways it can best assist them with access to information about their profession and the functions of the College. A recent addition to the website as a result of a resolution presented at the 2010 AGM is a frequently updated listing of continuing professional development opportunities for our members as well as information about conferences, workshops and meetings. <https://www.cab-bc.org/upcoming-workshops-courses-and-events>

As part of the ongoing strategic planning that Council is undertaking, Communications is investigating ways to meet a mandate of both informing members on matters of professional interest and seeking feedback from members on the most effective ways to do so. Continued emphasis will be placed on a timely and informative publication and a responsive and interactive website. This year the College embarks on its first Annual General Meeting in conjunction with a one day conference focused on provincial legislation and policy updates for resource professionals designed in part as an additional way to meet our mandate. We are also looking for ways to participate in and perhaps sponsor events of interest to members.

The members of the committee, Chris Maundrell and Garry Alexander, join me in thanking staff for their continued and very valuable support in the past year. As always, we request your assistance in meeting the goal of clear and helpful communication with and between members by providing us with feedback and ideas.

Respectfully submitted,  
Maureen McDermid  
Chair, Communications Committee

## Nominations Committee Report Doug Steventon, RPBio

All positions received at least one nomination. At the close of nominations for the 2012 Council election, the status was:

<u>Position</u>	<u>Term</u>	<u>Nomination</u>
1 President	2 year	Brian Churchill Paul McElligott
1 Vice President	2 year	Chris Maundrell (Acclaimed)
1 Councillors at Large	2 year	Brian Clark Del Meidinger
2 Regional Councillor	2 year	Janet Rygnestad (Acclaimed) Warren Warttig (Acclaimed)

There being only one nomination for the position of Vice-President and the two Regional Councillor positions, the nominees were declared elected by acclamation. The President, and Councillor at Large positions went to ballot.

Linda Michaluk (Executive Director) served as Returning Officer for the election.

Respectfully submitted,  
Doug Steventon, RPBio  
Chair, Nominations Committee

## Ethics Committee Report Vanessa Craig, RPBio

In 2011, the Ethics Committee, with input from a larger group of interested members (review committee), recommended to the College Council that the Code of Ethics of the College should be refined to clarify some of the points and provide additional guidance to members. For much of the past year the Ethics Committee met regularly to develop a revised Code of Ethics. The draft Code was reviewed by the College Council and the Discipline Committee, and then by the review committee, an ethicist, and again by the Council.

The resulting draft of the revised Code of Ethics consists of nine ethical principles with supporting standards that provide information on how members can meet each principle. The revised Code emphasizes the importance of members as unbiased providers of biological data, advice and recommendations, and the need for members to follow a process in their work to ensure they complete work to a professional standard.

In December 2011, the draft of the revised Code of Ethics was sent out to the members for

comment, with comments requested by January 15, 2012. A report on the review of the Code of Ethics, including a Question and Answers document and the draft revised Code, was published in College Matters – Volume 3, Issue 4: <https://www.cab-bc.org/files/CollegeMatters3-4.pdf>. After the close of the comment period, the Ethics Committee will review the comments and provide a recommendation to Council at the February 2012 Council meeting.

I thank the committee members for their continued support: David Hughes, Wayne Wall, Laura Darling, and Geoff Wickstrom. In addition, I thank the members of the review committee and others who provided their time and expertise during this process. The Ethics Committee also benefited from the support of Linda Michaluk and Linda Stordeur and I thank them for their assistance.

Respectfully Submitted,  
Vanessa Craig, RPBio  
Chair, Ethics Committee

## Discipline Committee Report Mel Kotyk, RPBio

This term (May 2011, to the writing of this report) was an interesting one for the Committee.

During this reporting period, the Committee considered one complaint carried forward from the last reporting period, and three new complaints. Of the new complaints: one was resolved when the matter was brought to the attention of the subject member, and two are ongoing with one alleging professional misconduct and conduct unbecoming a practicing member, and one alleging conduct unbecoming a practicing member. The complaint carried forward from the previous reporting period was considered withdrawn when no additional information was presented by the complainant. Information on the complaints can be found on the College web site in accordance with College policy. All discipline related policies and guidance documents can be found at <http://cab-bc.org/act-and-rules> with information on the discipline process found at <https://www.cab-bc.org/discipline>. All members are encouraged to review this material.

This year the Committee embarked on consideration of adding an alternative dispute resolution module to the formal discipline processes. This led to discussion on whether

this approach could be helpful to the College and the membership in terms of the pending Practice Review process. The Committee has requested to meet with the Audit Committee for further discussions on this topic. Any recommendations arising from these discussions will be sent to Council and will be reported in College Matters.

The Committee experienced a significant change in membership this year with the retirement of two long-standing members – Bob Gerath, PGeo., Dr. Iain Taylor, RPBio. Both individuals have been with the Committee since the formation of the College and their contributions will be missed. The two new members of the Committee, Barbara Thomson, RPBio, LLB and Tim Smith, PGeo join remaining members George Bryce, LLB, Rick Page, RPBio, and me in wishing Bob and Iain well.

I would like to thank the members of the committee and staff, Linda Stordeur, RPBio, and Linda Michaluk, RPBio, for their assistance.

Respectfully submitted,  
Mel Kotyk, RPBio  
Chair, Discipline Committee

### Summary of Complaints submitted to the College of Applied Biology

Complaint Statistics	2003	2004	2005	2006	2007	2008	2009	2010	2011
Breach of Act and/or Ethics	3	2	7	2	0	3	3	4	3
<i>Complaints Resolved</i>									
Conditional Admission	2	2	1						
Discipline Hearing							1*		
Review on Record							1*		
<i>Complaints in Process</i>						1		1	2
<i>Complaints Rejected/Dismissed</i>	1		6	2		2	3	3	2*

\*included carry over from previous year.

For more information on Discipline, please visit: <http://cab-bc.org/discipline>

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End of the Annual Report Section

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# Council, Volunteers and Staff 11-12

## College Council

### **President**

Paul McElligott

### **Executive Vice-President**

Guy Gilron

### **Vice President**

Brian Churchill

### **Past President**

Douglas Steventon

### **Lay Councillors**

David J. L. Hughes  
Maureen McDermid

### **Regional Councillors**

Vanessa Craig  
Chris Maundrell  
Warren Warttig

### **Councillors at Large**

Garry Alexander  
Brian Clark  
Ross Murray

### **Ex Officio**

Chris Johnson  
Mel Kotyk

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## Staff

### **Executive Director**

Linda Michaluk

### **Registrar**

Linda Stordeur

### **Financial Officer**

Kelly McLaughlin

### **Administrator**

Simon Woo

### **Alternative Dispute Resolutions**

Basia Bukowski  
(MA Student)

### **Project Analyst**

Jordan Samis  
(MA Student)

## Committees

### **Audit Committee**

Warren Warttig – Chair  
Brian Clark  
Mark d’Entremont  
Maureen McDermid  
Ian Robertson  
Rob Thomson  
Wayne Wall  
Mike Whelen

### **Committee Structure and Mandate**

Paul McElligott – Chair  
Maureen McDermid

### **Communications Committee**

Maureen McDermid – Chair  
Garry Alexander  
Paul McElligott  
Chris Maundrell

### **Credentials Committee**

Chris Johnson– Chair  
Joyce Boon – Vice Chair  
Rob D’Eon  
Guy Gilron  
Lee Harding  
Pierre Johnstone  
Sandra Meidinger  
Gerry Naito  
Brent Phillips  
Roy Rea  
Liz Stanlake

### **Discipline Committee**

Mel Kotyk – Chair  
George Bryce  
Timothy Smith  
Barbara Thomson  
Rick Page

### **Ethics Committee**

Vanessa Craig - Chair  
Laura Darling  
David Hughes  
Wayne Wall  
Geoff Wickstrom

### **Finance Committee**

Brian Churchill – Chair  
Vanessa Craig  
David Hughes  
Chris Maundrell  
Paul McElligott (ex officio member)  
Linda Michaluk (ex officio member)

### **Nominations Committee**

Doug Steventon – Chair

### **Professional Liaison Committee**

Paul McElligott – Chair  
Chris Maundrell  
Doug Steventon  
Rob Thomson

## Reminder: Ethics Requirements for Newly Registered Members

Schedule 3, section 1.4 (Professional Ethics) states as a condition of membership (beginning in 2008) all newly registered members must successfully complete an ethics seminar within 3 years of being granted registration.

For the information of newly registered members, the College defines a program on professional ethics to include a discussion on what it means to be a professional and on the elements of professional practice such as competence, independence, integrity, due diligence and accountability. **Once completed, the member must contact the College to report the name of the course and the date the course was completed.**

The College has reviewed and can recommend the following professional ethics courses/seminars as meeting this requirement:

1. Given by the Association of Professional Biology of BC at their Annual Conference and throughout the year - APB Professional Ethics Course. <http://www.professionalbiology.com/>
2. Given by the Association of BC Forest Professionals - Please note that only the face to face seminar will meet the College's requirements. The *online course does not* meet the College's requirements. <http://www.abcfp.ca/>
3. Given by the British Columbia Institute of Agrologists - BCIA Ethics Workshop. <http://www.bcia.com/>

There may be other courses which meet the College requirements. Please contact the College if you have another course you would like the College to consider as meeting the requirements.

## Membership Update

The College wishes to welcome and congratulate the following new members:

### NEWLY REGISTERED PROFESSIONAL BIOLOGISTS

Brian Paterson . . . . . 2314	Kristin A. Storry . . . . . 2317	Andrea Kortello . . . . . 2320
Colin J. Schwindt . . . . . 2315	Mi-Sun Kang . . . . . 2318	Vasiliki Karpouzi . . . . . 2321
Ben H. Heemskerck . . . . . 2316	Oana V. Enick . . . . . 2319	

### RETURNING (RE-INSTATED) REGISTERED PROFESSIONAL BIOLOGISTS

Joelle Scheck . . . . . 1204	Dave Barrett . . . . . 80
Mishtu Banerjee . . . . . 574	Kelly Squires . . . . . 1662

### NEWLY ENROLLED BIOLOGISTS IN TRAINING

Kevin Hall . . . . . 660	Daniel Mackle . . . . . 663	Hajar Courteau . . . . . 666
Danny Lee . . . . . 661	Amanda Matton . . . . . 664	Scott Black . . . . . 667
Timothy Adam . . . . . 662	Kimberly Moran . . . . . 665	



## NEW STUDENT BIOLOGISTS

Agatha Labeau . . . . . 117	Aaron Foos . . . . . 119	Madelayne Walker . . . . . 121
Laura Grant . . . . . 118	Alexandra Fox . . . . . 120	Shu-Han Tsai . . . . . 122

## NEWLY RETIRED MEMBERS

Kevin Dalgarno . . . . . 1532	Wayne Temple . . . . . 1100
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## NEWLY ON LEAVE MEMBERS

### RPBio

Alicia Goddard . . . . . 1943
Marnie Graf . . . . . 2211
Miranda Schulz . . . . . 2241
Sandra Nicol . . . . . 2112
Erika Renecker . . . . . 2228
Michelle Mico . . . . . 1664
Prabha Padmavathiamma . . . . . 2176

### BIT

Jennifer Wurz . . . . . 567
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## RESIGNED

### Retired

Daryll Hebert . . . . . 116
Michael Whately . . . . . 39
Daniel Blower . . . . . 199
Fred Harper . . . . . 126
Richard Morley . . . . . 74
Lidia Jaremovic . . . . . 56

### RPBio

John Woods . . . . . 868
Peter Hall . . . . . 1896
Cameron Lait . . . . . 2048
Liz Osborn . . . . . 1678
Bob Peart . . . . . 632
Saul Schneider . . . . . 808
Jari Heikkila . . . . . 1603
Marjorie Klaver . . . . . 738
Roy Crowther . . . . . 735
Edward Gregr . . . . . 1442

### BIT

Danielle Lefebvre . . . . . 613
Jennifer Evans . . . . . 452
Jacob Bapty . . . . . 451
Tristan Siemens . . . . . 392
Erin Sanford . . . . . 608

## Reminder of CPD Requirements for On Leave members

Please note that Rule 7.13.5 came into effect in 2011. Rule 7.13.5 provides that after one year of temporary withdrawal, On Leave members must complete 50% of the CPD requirements for each of the subsequent years on temporary withdrawal.

The 5 year limit remains in effect as the time that a member can be on Temporary Withdrawal. The beginning of the 5 year time limit is not influenced by Rule 7.13.5 and began when the member went onto Temporary Withdrawal.

# Annual Membership Summary (since the 2011 AGM)

## REGISTERED PROFESSIONAL BIOLOGISTS

Kimberley Tasker . . . . .	2251	Mauro D. Calabrese . . . . .	2275	Eileen Miranda . . . . .	2299
Jonathan Kolochuk . . . . .	2252	Maggie L. McConnell . . . . .	2276	Yuliya Kuzmenko . . . . .	2300
Paul Fraser . . . . .	2253	Julie Budgen . . . . .	2277	Mark Tupper . . . . .	2301
Lisa Kinnear . . . . .	2254	Michael S. Climie . . . . .	2278	Leandro Torrella-Prieto . . . . .	2302
Matt MacKinnon . . . . .	2255	Suzanne Henderson . . . . .	2279	Timothy Edgell . . . . .	2303
Kevin Telfer . . . . .	2256	Chad E. Davey . . . . .	2280	Sonja E. Leverkus . . . . .	2304
Gordon Glova . . . . .	2257	Grant H. Kirkby . . . . .	2281	Kevin Haines . . . . .	2305
James Smith . . . . .	2258	Tasheena England . . . . .	2282	Jason Morgan . . . . .	2306
Sheryl Faminow . . . . .	2259	Sandra L. Sulyma . . . . .	2283	Tegan Arnett . . . . .	2307
Bryan Shepherd . . . . .	2260	Matthew P. Alexander . . . . .	2284	Caroline Armour . . . . .	2308
Ditty Chacko . . . . .	2261	Laura Bekar . . . . .	2285	Lizanne Meloche . . . . .	2309
Lee Williston . . . . .	2262	Jeffery R. Werner . . . . .	2286	Richard Borthwick . . . . .	2310
John Baak . . . . .	2263	Fortune Ogbebo . . . . .	2287	Albert Loveridge . . . . .	2311
Martine Long . . . . .	2264	Ashleigh E. Crompton . . . . .	2288	Sara Bumstead . . . . .	2312
Jason Casselman . . . . .	2265	Samantha Cooper . . . . .	2289	Celeste Levesque . . . . .	2313
Trina James . . . . .	2266	Sophie D. Boizard . . . . .	2290	Brian Paterson . . . . .	2314
Sarah Bowie . . . . .	2267	Thomas Heinrich . . . . .	2291	Colin J. Schwindt . . . . .	2315
Gordon Wichert . . . . .	2268	Benjamin D. Snow . . . . .	2292	Ben H. Heemskerck . . . . .	2316
Christopher Albrecht . . . . .	2269	Kevin deBoer . . . . .	2293	Kristin A. Storry . . . . .	2317
Matthias Herborg . . . . .	2270	Adele Houston . . . . .	2294	Mi-Sun Kang . . . . .	2318
Jason Jones . . . . .	2271	Robert D. Sicotte . . . . .	2295	Oana V. Enick . . . . .	2319
Michael R. Atkins . . . . .	2272	Josephine Symonds . . . . .	2296	Andrea Kortello . . . . .	2320
Shannon M. Bard . . . . .	2273	Sarah Bigelow . . . . .	2297	Vasiliki Karpouzi . . . . .	2321
Soleil E. Switzer . . . . .	2274	Marsha VandenEnden . . . . .	2298		

## RETURNING (RE-INSTATED) REGISTERED PROFESSIONAL BIOLOGISTS

Nick Baccante . . . . .	1103	Dorian Turner . . . . .	2072	Mishtu Banerjee . . . . .	574
Sonya Meier . . . . .	1624	Ted Lea . . . . .	85	Dave Barrett . . . . .	80
Edward Senger . . . . .	648	Jennifer Puhallo . . . . .	2056	Kelly Squires . . . . .	1662
Dominique Sigg . . . . .	2081	Alison Neufeld . . . . .	2232		
Dori Manley . . . . .	1746	Joelle Scheck . . . . .	1204		

## REGISTERED BIOLOGY TECHNOLOGISTS

Christine Bukta . . . . .	32	Lucas Hennecker . . . . .	34
Julien Mikelsons . . . . .	33	Adam McFee . . . . .	35

## ENROLLED BIOLOGISTS IN TRAINING

Robyn Laubman . . . . .	619	Tammy S. Rancourt . . . . .	636	Daniel Williams . . . . .	652
Mary Toews . . . . .	620	Heath de la Giroday . . . . .	637	Hannah Horn . . . . .	653
Deneige Agnew . . . . .	621	Timothy Weaver . . . . .	638	Tyson Berkenstock . . . . .	654
Sarin Black . . . . .	622	Bryan Jackson . . . . .	639	Holly Greer . . . . .	655
Moretta Frederick . . . . .	623	Julia Maniecki . . . . .	640	Joanne McLeod . . . . .	656
Melody Kirkby . . . . .	624	Jennifer Trowell . . . . .	641	Joanna deMontreuil . . . . .	657
Bridget Doyle . . . . .	625	Catherine Blais . . . . .	642	Jennifer Morgen . . . . .	658
Matthias Loeseken . . . . .	626	Christine Lester . . . . .	643	Kate Dillon . . . . .	659
Jill Miners . . . . .	627	Zoe McDonell . . . . .	644	Kevin Hall . . . . .	660
Laba Guebezai . . . . .	628	Matt Huntley . . . . .	645	Danny Lee . . . . .	661
Mark Edwards . . . . .	629	Katherine Dolmage . . . . .	646	Timothy Adam . . . . .	662
Jessica Gosling . . . . .	630	Ashley Robertson . . . . .	647	Daniel Mackle . . . . .	663
Kate Leatherbarrow . . . . .	631	Megan Lievesley . . . . .	648	Amanda Matton . . . . .	664
Celina Gabriel . . . . .	633	Robijn VanderZwan . . . . .	649	Kimberly Moran . . . . .	665
Sara Jossul . . . . .	634	Sabrina Halvorsen . . . . .	650	Hajar Courteau . . . . .	666
Jennifer Blancard . . . . .	635	Elizabeth Harris . . . . .	651	Scott Black . . . . .	667

## ENROLLED TECHNOLOGIST TRAINEE

Nicole Boss . . . . .	6	Matthew Rodger . . . . .	9	Vincent Tong . . . . .	12
Ryan Benvenuti . . . . .	7	Megan Bailey . . . . .	10	Candace Dow . . . . .	13
Kenneth Law . . . . .	8	Samira Khodadoost . . . . .	11		

## STUDENT BIOLOGISTS

Sara Sparks . . . . .	106	Julian Gan . . . . .	112	Laura Grant . . . . .	118
Kaitlyn Henkelman . . . . .	107	Suzanne Hopkinson . . . . .	113	Aaron Foos . . . . .	119
Jeremy Watkins . . . . .	108	Sarah McLaughlin . . . . .	114	Alexandra Fox . . . . .	120
Steven Richards . . . . .	109	Jotvir Mann . . . . .	115	Madelayne Walker . . . . .	121
Vitaly Ostroumov Jr. . . . .	110	Laura Adlakra . . . . .	116	Shu-Han Tsai . . . . .	122
Viviana Flores . . . . .	111	Agatha Labeau . . . . .	117		

## MEMBERS WHO HAVE CHANGED STATUS (RETIRED, TEMPORARY WITHDRAWAL, ETC. IN 2011/12)

### RETIRED MEMBERS

Evelyn Hamilton ..... 93      Kevin Dalgarno ..... 1532      Wayne Temple ..... 1100

### ON LEAVE MEMBERS

#### RPBio

Anna McIndoe ..... 2243  
 Iain Cuthbert ..... 711  
 Alicia Goddard ..... 1943  
 Marnie Graf ..... 2211  
 Miranda Schulz ..... 2241  
 Sandra Nicol ..... 2112  
 Erika Renecker ..... 2228  
 Michelle Mico ..... 1664  
 Prabha Padmavathiamma ..... 2176

#### BIT

Tiffany Cobb ..... 534  
 Raenelle Parker ..... 251  
 Jennifer Wurz ..... 567

### RESIGNED

#### Retired

Wolfgang Binder ..... 127  
 Greg Cheesman ..... 134  
 David Tredger ..... 89  
 Daryll Hebert ..... 116  
 Michael Whately ..... 39  
 Daniel Blower ..... 199  
 Fred Harper ..... 126  
 Richard Morley ..... 74  
 Lidia Jaremovic ..... 56

#### RPBio

Bruce Baxter ..... 1764  
 Brian Blackman ..... 479  
 Robert Cannings ..... 305  
 Elizabeth Campbell ..... 1852  
 Alexandra Johnson ..... 1645  
 Elizabeth Murphy ..... 1759  
 Jacob Otchere Boateng ..... 333  
 Nadine Parker ..... 1772  
 Eric McGreer ..... 31  
 John Woods ..... 868  
 Peter Hall ..... 1896  
 Cameron Lait ..... 2048  
 Liz Osborn ..... 1678  
 Bob Peart ..... 632  
 Saul Schneider ..... 808  
 Jari Heikkila ..... 1603  
 Marjorie Klaver ..... 738  
 Roy Crowther ..... 735  
 Edward Gregr ..... 1442

#### BIT

Aaron Hall ..... 214  
 Leanne Helkenberg ..... 350  
 Jeannine Randall ..... 503  
 Janet Zazubek ..... 520  
 Danielle Lefebvre ..... 613  
 Jennifer Evans ..... 452  
 Jacob Bapty ..... 451  
 Tristan Siemens ..... 392  
 Erin Sanford ..... 608

#### Trainee(RBTech)

Megan Bailey ..... 10

REMOVED FROM THE REGISTER (in July 2011)

Former RPBios

Mike Bartlett .....	2097
Suzanne Beauchesne .....	1355
Sean Bennett .....	1507
Gregory Bonnell .....	431
Darren Brandt .....	1970
Jennifer Bull .....	1270
Jennifer Burleigh .....	1495
Jesse Dirom .....	2065
Harry Goldberg .....	836
Victor Jensen .....	319
David Low .....	171
Barry Lunseth .....	2087
Gurnam Mann .....	1794
Lindsay Mickelson .....	2213
Duncan Milne .....	1499
Susan Robertson .....	971
Sandra Robertson .....	1978
Renee Sauve .....	666
Tracy-Lynn Sherman .....	1599
Betty Yung .....	1433

Former BITs

Gabriel Aguirre .....	579
Lindsay Boyd .....	308
Russell Brewer .....	374
Laine Cosens .....	493
Janet Cowan .....	34
Jason Day .....	218
Honey-Marie de la Giroday .....	255
Stefan Dick .....	430
David Fauquier .....	363
Yunjie Gao .....	528
Jason Lee .....	87
Travis Nielsen .....	582
Mathew Pocock .....	498
Arin Routledge .....	563
Kimberly Schwartz .....	502
Mike Viveiros .....	366

Former On Leave (BIT)

Megan Laing .....	423
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Former Tech trainees

Jeff Davies .....	4
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Former Students

Jasmin Dobson .....	99
Kristen Harrison .....	65
Amanda Harvey .....	83
Sarah Kennedy .....	98
Olive Ojala .....	97
Olivia Pang .....	84
Natalie Swift .....	86
Sacha Trivett .....	92
Julianne Wiley .....	96
Emily Young .....	91

## College 2012 Annual General Meeting 2012

Please be advised that the College 2012 AGM will be held in Victoria on March 9, 2012.

The AGM will occur in concert with a one day College convened conference that will provide updates on natural resource-related regulatory environment, both recent and pending, from Ministry and agency staff.

Further details will be announced at a later date on the College web site ([www.cab-bc.org](http://www.cab-bc.org)).

## Third Call for Resolutions

### College of Applied Biology

In accordance with Rule 3.18, resolutions are being solicited for discussion and action at the 2012 Annual General Meeting of the College of Applied Biology to be held in Victoria, BC.

#### Submissions should be outlined in the following form:

- A. **In that** (outline issue of problem)
- B. **Be it resolved that** (state the resolution)
- C. **Discussion** (present points concerning the need, logic or benefit of the resolution)

**Resolutions must be received by no later than 4:00 PM, February 10th, 2012:**

Linda Stordeur, RPBio, Registrar  
 College of Applied Biology  
 #205 - 733 Johnson Street,  
 Victoria, BC, V8W 3C7  
 Email: [registrar@cab-bc.org](mailto:registrar@cab-bc.org)  
 Fax: (250) 383-2400

## College Council election ballots

Please remember to cast your vote in the College Council elections. Notice of electronic ballots have been sent to all voting members; paper ballots have been mailed to those members who have specifically requested them. In order for your ballot to count, it must be received in the office no later than February 24, 2012 at 2:00 pm.

## Deadlines for the membership renewal process

Membership Renewal Process	Dates/Deadlines
A membership renewal notice was mailed to each member	November 1, 2011
Annual Dues AND signed declarations were due.	December 31, 2011
End of the grace period. Last date that cheques and credit cards could be post-dated to.	January 15, 2012
A late fee of 10% was added to the dues of members who have not paid their annual dues and/or submitted their declarations.	January 16, 2012
Letters will be mailed to members who have not paid and/or included their declarations.	February 2012
Final deadline for membership renewal with late fee.	February 29, 2012
Members who have not renewed their membership will cease to be members in good standing. In addition to the late fee, a 25% reinstatement fee is added to the dues.	March 1, 2012
Registered letters will be sent to members who have not renewed membership or resigned.	early June 2012
Any member who still has not renewed will be removed from the Register.	June 30, 2012



# The College of Applied Biology of BC Auditor Criteria

## Duties

Generally to conduct an audit of a member's practice by way of reviewing:

- elements of the process by which work is produced;
- the member's adherence to the Code of Ethics; and
- the member's continuing professional development activities relative to the member's self ascribed field of practice.

Specifically an Auditor applies Rule 14 and conducts a review of a member's practice including:

- scope of practice;
- administrative practice elements;
- quality assurance processes;
- records management;
- the means by which competence is maintained, and
- use of the seal.

The Auditor, when undertaking the audit of a member's practice, must reflect the intent of the Audit Program which is to make it an objective and instructional experience promoting the continuing professional development of the member while meeting the College mandate of protecting the public interest in the practice of applied biology.

## Required Criteria

1. Be a member of the College of Applied Biology.
2. Possess a minimum of 10 years of diverse experience in the practice of applied biology.
3. Have been a registered member of the College for 7 years.
4. Have 5 years experience in project management in applied biology.
5. Must be available for 3 hours/month on average.
6. Be current in the practice of the profession (not more than 5 years removed from active practice), and be recognized as objective, fair minded and unbiased.
7. Submit to an audit undertaken by members of the Audit Committee.
8. Be willing to serve a one year term.

## Required Qualities

1. Demonstrate a marked interest in the profession.
2. Be self-confident.
3. Possess a keen sense of human relations, resourcefulness, and demonstrate ease of expression, both verbal and written.
4. Be an effective communicator.

## **THIS IS A VOLUNTEER ACTIVITY – THERE IS NO REMUNERATION FOR AUDITORS**

### Selection Process

Interested Registered Members should present a Statement of Interest to the College.

Applicants will be screened by the Audit Committee against the above criteria and a group short-listed.

This group will receive an outline of the process and training program. Where required, telephone interviews will subsequently be held with those who remain interested and who have the optimum qualifications. Subsequent orientation and training will be provided for successful applicants.

Send your statement, accompanied by a description of your motivations/interests, and a complete résumé of professional experience to:

Linda Michaluk, RPBio, Executive Director, College of Applied Biology

# College of Applied Biology 2012 AGM and Conference



**POLICY  
LEGISLATION  
UPDATE  
SESSION**

Policy and Legislation Update Session for Resource Professionals

March 9, 2012, Harbour Towers Hotel, Victoria, BC

FOR RESOURCE PROFESSIONALS

## Conference Agenda

Please check the website for regularly updated conference information:

<https://www.cab-bc.org/news/news-types/whats-new/college-2012-agm-0>

8:00 AM	Registration and coffee
8:45	Welcome – BC Ministry of Forests, Lands and Natural Resource Operations Deputy Minister Doug Konkin
9:00	Sector Framework For Use of Qualified Professionals – Christine Gelowitz
9:30	BC Ministry of Forests, Lands and Natural Resource Operations Presentation – Richard Grieve
10:00	Break and College AGM
10:30	Ministry of Energy & Mines Presentation – Barbara Thomson
11:00	Oil and Gas Commission – Howard Madill
11:30	Ministry of Environment Presentation – Mike Macfarlane
12:00 PM	Lunch
12:30	Lunch speaker – Andrew Gage (West Coast Environmental Law) – Biologists and Climate Change
1:15	BC Environmental Assessment Office Presentation – Karen Christie
2:00	Ministry of Transportation and Infrastructure – Greg Czernick
2:30	BC Forest Practices Board – John Pennington
3:00	Break
3:30	BC Ministry of Environment – Kristine Ciruna
4:15	wrap up

**Hotel Reservations** - Harbour Towers Hotel, 345 Quebec Street, Victoria, 1-800-663-5896

Hotel reservations are available for a low price of \$84.00 for a standard room and are available at that price until February 7th, 2012. There are a limited number of rooms available at this price so register as soon as possible. When making your reservation please mention it is for the College of Applied Biology conference.

<https://www.cab-bc.org/files/Agenda.pdf>

**ATTENDANCE:** in person or on-line

**ATTENDANCE FEE:** \$100 for members of regulated professions; \$125 for all others

Register on line by going to <https://www.cab-bc.org/2012-college-conference-and-agm>.