



## EDUCATIONAL DEVELOPERS CAUCUS AGENDA OF ANNUAL GENERAL MEETING

February 13, 2015

12:20-1:35 pm

University of Manitoba, University Centre

### I. Opening Session

#### 77 Participants

- a. Adoption of Agenda
  - i. Moved by Jeanette McDonald, Seconded by Carolyn Hoessler, Dieter Schonwetter, unanimously accepted
- b. Approval of Minutes from AGM February Thursday February 21, 2014
  - i. Moved by Doug Orr, Seconded by Jeanette McDonald, unanimously accepted
  - ii. <http://www.stlhe.ca/constituencies/educational-developers-caucus/about-the-edc/documents-resources/annual-general-meetings/>
- c. Business arising from the Minutes
- d. Report from the Chair (Deb Dawson)
  - i. Thanks, 2014 Milestones
    - Moved beyond a pilot for an annual, stand-alone EDC Institute with an MOU
    - Enhanced international outreach (POD, ICED, SHED; visit by HERDSA President and upcoming meeting with IJAD editor)
    - 2014 conference most well attended conference to date (n=133, ½ new)
    - Developing an EDC Series (ed. portfolio, rapport-building)
    - Website – rich resources added; lessons learned from prototype
    - 3 Anytime grants & 1 Annual grant awarded
    - Balanced budget
    - Partnered with 3M Council as a committee to review SOLE (Scholarship of Leadership in Education)
    - New action groups: T&L Centre Leaders; Accreditation for Centres' Courses or Programs; Living Plan Revision
    - Awarded 6 conference bursaries
    - Membership continues to grow from 174 to 181
    - Carolyn Hoessler joined the EDC Executive

### II. Reports from Executive

- a. Vice-Chair Conferences (Jordanne Christie)
  - i. EDC 2015 Highlights
  - ii. 108 delegates in attendance
  - iii. 52 attending for the first time
  - iv. 2 conference bursary recipients
  - v. 3 pre-conference workshops
  - vi. 11 formal presentations, 4 panel discussions, 28 workshops, 9 water cooler discussions
  - vii. 4 wonderful venues (University of Manitoba, Red River College and University of Winnipeg, Canadian Museum for Human Right)
  - viii. Echoing Robert Lapp's comments about the welcoming environment

- ix. Thanks to the Conference Organizing Team!
  
- b. Vice-Chair Professional Development's Report (Carolyn Hoessler)
  - i. Educational Developers' Institute
    - April 13 – 15 2015, York University Keele Campus, Toronto, [edc2015.info.yorku.ca](http://edc2015.info.yorku.ca)
    - New Developers (full) and Experienced Developers (6 spots open)
    - Interested in hosting, let us know
  - ii. Educational Developers Publication Series
    - Anticipated editions: Educational Developer Portfolio (coming from an Action Group; contact: Jeanette McDonald) Rapport Building (Coming from an EDC Grant contact: Kim West)
    - Style Guide being developed, please feel welcome to contact existing group or suggest a new member
  - iii. EDC Grants 2014
    - Ellen Sims, Yelin Su, Celia Popovic & Nancy Turner – Developing the developer
    - Albert Johnson & Trudi Johnson - Comprehensive assessment inventory for university teaching
    - Kim West & Carolyn Hoessler – Rapport Building
    - Shivanand Balram – Blending MOOCs & f2f
    - Changing timelines for next Annual Grants 2015, March Call; April Deadline; May results – and will have a Spring and Fall call to allow people to run projects
  - iv. EDC Grants Final Reports
    - Stephanie Dayes – Support for Art & Design Disciplines
    - Nicola Simmons – Annotated Literature Database
    - Lori Goff – Quality Assurance Framework
    - EDC Grants Criteria Review (Discussion during EDC Dialogue)
  
- c. Vice-Chair Communications' Report (Stephanie Chu)
  - i. Membership:181
  - ii. Social Networking
    - Maillist\*: 439 unique members
    - Twitter: 156 followers
    - LinkedIn: 211 members
    - Facebook likes: 66
  - iii. Resources:
    - Website: revised website under Community Resources and Action Group, to make it easier to find the resources, if you have additional resources you would like to include please send to Stephanie to post on the website
    - Magna, a STLHE Partner, offers a variety of online seminars that address critical issues facing faculty and administrators, live, interactive sessions feature leading educators and include opportunities for a healthy exchange of ideas between participants
    - For every STLHE member that uses our links to the seminars MAGNA contributes to STLHE.
    - There's never a charge for inviting colleagues to sit in!

- d. Secretary's Report (Erika Kustra)
- i. EDC Conference bag and lapel pin for new members – handed out the last of the remaining bags first purchased 6 years ago—surplus funds used to purchase bags for sustainability—only six left
  - ii. Membership – Rolling membership
  - iii. Action Groups: 8 Current Action Groups, 2 completed since 2012, 33 member/steering, plus over 20 additional active – so over 50 members active in Action Groups- anyone can join these groups or event new ones
    - Report includes updates from the 8 Action Groups – please feel welcome to join, or recommend a new Action Group
    - Educational Developers Portfolio
    - Jeanette McDonald (lead), Paola Borin, Debra Dawson, Erika Kustra, Natasha Kenny, Isabeau Iqbal, Judy Chan, Marla Arbach
    - Education for Sustainability
    - Alice Cassidy (lead), Alice Macpherson, Vivian Neil, Sandra Neill, Gavan Watson
    - Mentoring
    - Deb Dawson (lead), Isabeau Iqbal, Teresa Dawson, Ros Woodhouse, Ruth Rogers, Heather Smith, Eric Kristensen
    - Rewards & Recognition
    - Joseph Lipsett (lead), Shivanand Balram, Carolyn Hoessler, Peter Wolf, Alice Cassidy, Suzanne Sheffield, Jeannette McDonald, Carol Roderick, Denise Stockley
    - Teaching & Learning Centre Leaders
    - Stephanie Chu (lead), Louise ChattertonLuchuk, Laura Winer, Mark Torchia, Tim Loblaw, Nancy Turner, Arshad Ahmad, Deb Dawson, Heather Smith, Natasha Hannon (listed = resp. for action items; others also involved)
    - Accreditation for Centres' Courses & Programs
    - Celia Popovic (lead), Trevor Holmes, Erin Aspenlieder, Allison Jeppensen, Suzanne Sheffield, Stephanie Dimech, Paola Borin, Ruth Rogers
    - Guidelines for Ethical Conduct
    - Mary Wilson (lead), Jeannette McDonald, Pierre Boulos, Maureen Wideman
    - Living Plan (revisions)
    - Natasha Kenny (lead), Paola Borin
- e. Treasurer's report (Tim Loblaw)
- i. Review of financial statements
    - Please let Tim know if you would like to discuss it in depth
      - (i) 2014 Budget – in the black, still to record grant transfer from STLHE from the Institutional Membership
      - (ii) 2015 Budget – approved by members, provisionally approved by the STLHE Board
        1. Will have some surplus carry over – this is acceptable up to 3 years of operating budget as surplus

2. This will allow the opportunity to provide more funds for the grants

**III. Upcoming Elections: Nominating Committee** (Natasha Kenny)

- a. Purpose of Nominating Committee and positions that will be open
- b. Introduction of member appointed by the EDC Executive, call for two members from the floor
- c. Election of two members at large to be on the Nominating Committee
- d. Positions open: <http://www.stlhe.ca/constituencies/educational-developers-caucus/executive/>
  - i. Secretary
  - ii. Vice-Chair, Conferences
  - iii. Vice-Chair, Communications (Stephanie Chu letting her name stand for 2<sup>nd</sup> term)
- e. Joe Lipsett and Laura Winer, members from the floor

**IV. Upcoming Events**

- a. EDC Institute, York <http://edc2015.info.yorku.ca>
- b. STLHE 2015 June 16-19, 2015 Simon Fraser University and University of British Columbia
- c. EDC 2015 February 16-18, 2016 Windsor, University of Windsor and St. Clair College

**V. EDC Dialogue**

- a. ED Portfolio (Jeanette McDonald)
  - i. Looking for members of community to review and give feedback on the ED guide
  - ii. If you are interested in playing a role, or providing a sample dossier
- b. Living Plan (Natasha Kenny)
  - i. Introduced in 2005 by Lynn Taylor to support professional development needs
  - ii. Became Living Plan in 2009 (themes, aligned with career stages) Facilitated by Alice Cassidy
  - iii. Sustained and evolving Living Plan, revised themes in 2012 – Nicola Simmons, further refined in 2013 – Paola Borin
  - iv. Action Plan (Natasha Kenny, Paola Borin, Erika Kustra)
    - Review Living Plan in relation to past conference presentation
    - Brief Survey for EDC membership about roles, responsibilities and professional development needs
    - Present Summary at STLHE GM
    - We need your input!
- c. Grants Criteria (Carolyn Hoessler)
  - Opportunity to set the tone and the goal
  - Survey data – 2-3 reviewers and 1 coordinator was approved as a an approach
  - Interested in writing rubric for grants, we would really appreciate volunteers (contact Carolyn Hoessler)
    - (a) What would you use the EDC Grant for?
    - (b) How would your dream benefit the EDC Community?
    - (c) What does this mean for the EDC Grant criteria and scope?

**VI. Adjournment Move to Adjourn, Karen Olson, Robert Seconded Lapp** (Deb Dawson) 1:12pm