

January 2018 STLHE board meeting



Board of Directors Meeting

January 15th 2018, 2:30pm EST

Minutes

Draft: January 15, 2018

Accepted: February 13, 2018

Attendees

J. McDonald

V. Lopes

D. Stockley

C. Gaucher

R. Sproule

U. Fiedler

E. Kustra

D. Bateman

G. Watson

Guests

Betsy Keating

Marie Vander Kloet

Michal Kasprzak

Regrets

T. Loblaw

A. Germain-Rutherford

G. Newton

Reference Material

- December 2017 minutes
 - TAGSA Report on Activities
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Notes

- We have three guests from TAGSA joining us for a portion of the meeting: Betsy Keating, Michal Kasprzak & Marie Vander Kloet.
 - The scheduled CSEC report has been tabled until February meeting.
 - Only two items have been submitted for January's STLHEgram; deadline extended until Wednesday (January 17th). [Review original call here](#).
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Agenda

1. Call to order and welcome

Leader: D. Stockley

- Meeting called to order at 2:35pm ET
- Denise begins with reading the STLHE value statement.
- TAGSA invited to begin the meeting and makes a motion to adjust meeting agenda reflect this change. Seconded by L. Kinderman. Passes with consensus.

2. Report from TAGSA

Time: 25 minutes

Purpose: Share information

Leader: J. McDonald

Preparation: Review TAGSA report of activities

- Dr. Marie Vander Kloet, Dr. Michal Kasprzak and Betsy Keating, members of the TAGSA executive have been requested to speak to the board to share details of the affiliate group and the work they undertake.
- Jeanette welcomed guests and mentions that this is a great opportunity to gain a greater understanding of the good work that TAGSA undertakes.
- Marie and Mike reviewed the submitted TAGSA report on activities and then opened the floor to questions.
 - TAGSA seeks to raise the profile of TA and grad student development in Canada.
 - Group builds network of like-minded staff and students.

- It aims to help graduate students identify and develop skills that they will use in their professional practice.
- It aims to also expose grad students to the field of educational development.
- There are 11 members of TAGSA executive; 7 are educational developers and 4 are graduate students - noting that these are not exclusive categories.
- Board members can review current executive on TAGSA website.
- Highlighted how TAGSA fits with STLHE constituency groups: and what it is unique about TAGSA amongst its peers.
 - A place for a rich, scholarly discussion on graduate student development was noted and informed the creation of the SIG.
 - What makes it distinct from EDC? Focus on graduate education and graduate professional development doesn't necessarily get the same "space and traffic" at EDC.
 - Engage in SoTL & SoED, TAGSA is a place where many people have first engaged in SoTL work, with a focus on graduate student education, development and PD.
 - Distinct but deeply interwoven with the work that EDC and SoTL Canada engage.
- Diversity in membership and the types of work and projects the SIG has been involved.
- Mike outlined examples of past TAGSA projects, including:
 - Framework for TA Competency Development, adopted at a number of Canadian institutions.
 - Special issue of CJHE: Quality Enhancement: Teaching Preparation for Graduate Teaching Assistants.
 - TAGSA key people directory: online directory to be housed on TAGSA website.
 - New [TAGSA Canada website](#) & branding.
- TAGSA face-to-face meeting scheduled in 2018 to be held at McMaster, 8 Universities invited or involved related to professional development.
- TAGSA invited by University Affairs to publish series published by TAGSA authors.
- Future goals:
 - SoTL publications; need for bring voices on graduate education forward; looking for new venues for publication: new special issues; edited volume; journal application.
 - Application for constituency in STLHE when the process is clarified by the STLHE board.
 - Looking to expand regional meetings for professional development.
 - In dialogue with CAGS, co-chairs have joined meetings.
 - Continue to support graduate student entry into the SoTL.

Floor opened to questions:

- Erika asked about the McMaster meeting and wondered about details of the meeting.
- Jeanette asked about thoughts about approaching regional educational development networks (e.g. Council of Ontario of Educational Developers).

- Denise thanked Marie, Mike and Betsy for their on-going work.

3. Approval of the agenda

Time: 1 min

Purpose: make a decision

Leader: D. Stockley

Preparation: Review agenda

- Agenda approved by consensus.

4. Approval of minutes of December, 2017

Time: 5 minutes

Purpose: make a decision

Leader: D. Stockley

Preparation: Review December minutes

Seconded by B. Sproule. Approved with 1 abstention.

5. Chair's report

Time: 5 minutes

Purpose: share information

Leader: D. Stockley

Preparation: none.

- Alan Blizzard recently passed away before the holidays.
- This will change some of the updating of the award named in his honour.
- We will need to return to the idea of a memorial page.
- January STLHEgram submission items still open for 48 hours.
- Some updates within constituency groups:
 - 3M Canada revisiting bylaws.
 - New chairs with SoTL Canada & CSEC.
 - Both groups planning elections.

6. February Board Meeting Details

Time: 10 minutes

Purpose: Share information

Leader: G. Watson

Preparation: None.

- [Details posted on Basecamp](#); you can review them there.
- Call for agenda items will be sent within the next 7-14 days.
- As you consider agenda items, bring forward items that should be done in "in-person"

7. Clarification regarding STLHE would offer 2-year membership to D2L award

Leader: V. Lopes

- As detailed in the new D2L MOU, D2L will not cover the cost of the two-year STLHE membership for 5 awardees; this was a past award benefit.
- The cost of the membership will have to be borne by STLHE.
- Currently the STLHE membership on the website as a benefit for 2018 award-winners.
- These costs can be covered for 2018-19 & 19-20 from current funding.
- Denise notes that the board approved STLHE to cover the membership costs.
 - The original award agreement did not specifically state that D2L would cover the cost of STLHE membership. The membership award benefit was listed in terms of reference section of the MOU. The revised MOU continues to list the benefit under Appendix A: Award Guidelines. Section 4a of the new agreement (much like the original agreement) states that STLHE will administer the award in keeping with Appendix A.
- Bob notes D2L benefit in Policy 8, item 3b will need to be updated to reflect the two-year membership.
 - Jeanette will bring forward revisions to Policy 8 in February 2018.

8. 2018 Update to D2L MOU

Leader: J. McDonald

- D2L team has one more change that they want to bring forward to reflect D2L policy change.
- Two adjustment options:
 - Move to 1-year annual renewal period.
 - Keep a 5-year agreement but change period of notification from 6 months to 30 days.
- Jeanette feels the 5-year agreement with a shorter period of notification is the better choice. Jeanette consulted with the Awards chair prior to the meeting to determine if the recommended option of a shorter notification period would impact the award negatively. Both Valerie and Jeanette agreed that keeping a five-year term commitment was more desirable and that a shorter period of notification would no more impact the award than a 6-month notification period. The time and effort it took to renegotiate the new MOU was also taken into consideration in recommending the shorter notification period.

Floor opened to questions

MOTION: (Moved by: J. McDonald, Seconded by: C. Gaucher) I move that the D2L agreement be amended to a) to include a two-year STLHE membership for D2L award winners provided for by STLHE and b) adjust the period of notification to terminate the agreement from 6 months to 30 days.

Motion Carries.

Yes: 10, No: 0, Abstain: 0

7. Other business

Next board meeting

February 13, 2018. 8:30am-4:30pm, PST

Decisions

Action items

- [@Jeanette M](#) will submit an update the wording of Policy 8, item 3b (Awards) to reflect approved changes to the D2L award for board approval.
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Items for next meeting
