

**REPORT ON THE EDUCATIONAL DEVELOPERS CAUCUS (EDC)  
STLHE-SAPES Steering Committee Meeting  
University of Toronto, ON  
June 13, 2006**

**A CELEBRATION OF MILESTONES**

**1. Introduction**

The EDC is delighted to report on its progress made and significant objectives achieved over the last five years.

This year marks the fifth anniversary of the movement to transform an informal group of instructional development officers who were STLHE members into a professional association of educational developers with a more formal relationship with STLHE. It was at the June 2001 STLHE conference hosted by Memorial University of Newfoundland that a six-person Working Group was established to explore the possibility of establishing such an association. One year later, after researching similar interest groups within other professional associations, and drafting objectives and terms of reference, the Working Group reported to the June 2002 meeting of what was then known as the Instructional Development Officers (IDOs), recommending the establishment of an Educational Developers Caucus. At that meeting we became a Special Interest Group (SIG) of STLHE, and a Task Force was established to implement the Working Group's recommendations. In June 2003, through a constitutional amendment of the STLHE, the Educational Developers Caucus (EDC) was officially established. In 2004, the EDC's inaugural Executive was elected, the Chair and Vice-Chair (Professional Development) for a term of two years each, and the Vice-Chair (Communications) and Secretary/Treasurer for one-year terms. The Inaugural Executive consisted of:

Chair	-	Joy Mighty (Queen's)
Vice-Chair (Professional Development)	-	Lynn Taylor (Dalhousie)
Vice-Chair (Communications)	-	Trevor Holmes (Guelph)
Secretary/Treasurer	-	Angie Best (Trent)

A motion to have the Past-Chair position temporarily filled by a collective of former Working Group and Task Force members was passed and Carole Dence, Eileen Herteis, Carol O'Neil and Ros Woodhouse joined the Executive as the Past-Chair Advisory Group.

In 2005, the EDC held its second elections to fill the two one-year positions that became vacant. Trevor Holmes was re-elected Vice-Chair (Communications) and André Oberlé (Scranton) was elected Secretary/Treasurer.

Now, in June 2006 at the annual STLHE conference, the EDC witnesses its third Executive change as the terms of the inaugural Chair and Vice-Chair (Professional Development) have ended. Since both incumbents were members of the Working Group that recommended the

establishment of the EDC, the end of their terms symbolizes the end of the era of the EDC's infancy.

## **2. Elections**

Electronic elections for the positions of Chair and Vice-Chair (Professional Development) were held in May, 2006. Teresa Dawson and Alice Cassidy were elected Chair and Vice-Chair (Professional Development) respectively. A transition meeting was held on June 1, 2006 and the new Executive will assume their responsibilities at the EDC AGM scheduled for Wednesday June 14, 2006. The EDC heartily congratulates the new Chair and Vice-Chair (Professional Development) and extends best wishes for the continued developmental of the EDC under their leadership. The EDC also thanks the Nominations and Elections Committee of Eileen Herteis (Chair), James McNinch (the Executive's appointee) and Judy Britnell, and Sylvia Riselay for organizing and executing the electronic vote.

## **3. Adoption of By-Laws**

After receiving input and feedback from the membership, the Draft EDC By-Laws were translated into French and an electronic adoption vote was held in May. Fifty-one (51) members voted, 49 in favour of adopting the By-Laws and one against. There was one spoilt vote. The By-Laws became effective on June 1, 2006, marking the completion of the transformation process begun in June 2001. The accomplishment of this significant milestone will be celebrated at the EDC AGM on June 14, 2006, with every attendee receiving a commemorative bookmark. The EDC thanks the members of the By-Law Committee - Carole Dence, Carol O'Neil, Trevor Holmes, Maureen Connolly, and Eric Kristensen – for their outstanding contribution in developing the EDC By-Laws.

## **4. Other Accomplishments**

### **(a) Supporting and Promoting the STLHE**

Over the years, the EDC has played an important role in supporting and promoting its parent organization, the STLHE.

- **Recommendations to Steering:** In 2004, in an official communiqué to the STLHE, the EDC recommended, inter alia: that the STLHE be incorporated as a legal entity in order to put the Society on a more professional footing, and to assist with obtaining public (and private) financing; that in order to protect and develop the interests of the Society, a Memorandum of Understanding (MOU) be in place before partnerships with other associations are established. The EDC continues to support Steering in the implementation of these two recommendations.
- **Institutional Membership Drive:** Members of the EDC played a pivotal role in the successful STLHE institutional membership drive, demonstrating strong leadership in influencing their VPs to join the Society.

## **(b) Membership and Communication**

For the first time in 2005, the STLHE Conference Registration Form offered individuals the option to register as members of the EDC. A membership fee was set at \$50 per year for regular members and \$25 per year for students and retirees.

To date there are 93 paid members consisting of educational developers in universities and colleges, academic librarians, Anglophone and Francophone Canadians, and Americans. A special welcome reception for new members, begun at the Winter Meeting in 2005, has contributed to a strong sense of community, a unique characteristic of the EDC.

In 2004, the Vice-Chair (Communications), Trevor Holmes, with the support of the technology experts at the University of Guelph, launched the ED Profiler, an electronic database of educational development centres and members. At this stage, the database contains the profiles of 123 individuals and 57 offices. In 2005, the EDC WebCT site was established to provide a virtual meeting place where documents (e.g. minutes, presentations) could be posted and discussion boards and working groups established, all within a password-protected environment. The old STLHE-IDO Listserv has remained in operation with 180 subscribers. Participation rates on the ED Profiler and WebCT sites have been low and a communication needs survey in February 2006 found that members preferred a one-stop point of access to all the online services of the Caucus. The Vice-Chair (Communications) will work closely with Sylvia Riselay in the next year to make the STLHE homepage the main access portal. Finally, a Caucus Corner appears in each issue of the STLHE newsletter as a means of updating the entire STLHE membership on EDC activities.

## **(c) Professional Development**

At the 2005 EDC Winter Meeting, Lynn Taylor, the Vice-Chair (Professional Development) facilitated an interactive needs assessment session. Lynn subsequently compiled and analyzed data from that session and developed a five-year professional development strategy and implementation plan. This plan now guides the structure of the EDC's Annual Winter Conference which comprises a mixture of activities including professional development sessions, opportunities to share best practices and results of SoTL projects, as well as time for self-directed teamwork, critical reflection, and community building.

The Annual Winter Meeting was renamed the Educational Developers Conference, and a formal call for proposals for concurrent professional development sessions and an explicit peer review process were initiated. The process for hosting the Annual Conference was also formalized and now requires a proposal to host and a letter of understanding, templates for which have been adapted from the model developed by Margaret Wilson for the STLHE Conference.

## **(d) Finances**

The EDC membership fees from the June 2005 STLHE conference yielded \$4743.83. In addition, revenue from the Annual EDC Conference in February 2005 and February 2006

amounted to \$1,280 and \$1,874.76 respectively. The revenue from February 2005 to April 2006 totalled \$7,898.59. Expenses for the same period totalled \$2,608.14, resulting in a balance of \$5,290.45.

The EDC Secretary/Treasurer has sought the advice and guidance of the Society's Treasurer, Bob Sproule, about setting up and streamlining an EDC account within the STLHE umbrella. To make the EDC financial report consistent with the Society's new financial year, two budgets have been prepared - one for the period February 2005 to April 30, 2006, the other for the period May 1, 2006 to December 31, 2006. These budgets will be presented to the EDC's AGM on June 14, 2006. A budget for the period January 1, 2007 to December 31, 2007 will be generated in the fall.

### **(e) Special Projects**

**EDC Resources Project:** Launched at the 2006 EDC Conference, this project seeks to produce a regularly updated annotated bibliography of resources for educational developers. Caucus members volunteering for the project will review new issues of publications and contribute to an online annotated bibliography of content relevant to the Caucus community. Initially developed by Denise Stockley and Dale Roy, this project is now being coordinated by Jennifer Jasper of UBC.

**EDC Grants Program:** The new Executive has already begun work on an EDC Grants Program designed to enhance critical reflection, inquiry, and communication about educational development practice within the EDC community. In the next year, small grants will be made available to EDC members on a competitive basis to facilitate the development of, research on, or dissemination of educational development strategies, programs, or conceptual frameworks.

## **5. Conclusion**

The EDC has undergone tremendous growth and development since it was first conceived in 2001. We invite you to join our celebration of milestones at the AGM on Wednesday June 14 from 4:00 to 6:00 p.m.

We are very grateful to the Steering Committee for its ongoing support and for the excellent working relationship that we have enjoyed since our birth. The outgoing Executive members are also deeply appreciative of the opportunity to be of service to our colleagues in post-secondary institutions, and in particular to the growing community of educational developers.

Respectfully submitted by  
Joy Mighty  
Inaugural and outgoing EDC Chair