



## EDUCATIONAL DEVELOPERS CAUCUS

### MINUTES OF GENERAL MEETING

Tuesday, June 16, 2015, 4:30-5:30pm

Westin Bayshore Hotel, Seymour

#### 37 People attending

##### I. Opening Session

- a. Adoption of Agenda
  - i. Nicola moves to adopt agenda; Denise seconds the agenda; unanimous approval
- b. Approval of Minutes from GM June 18, 2014 <http://www.stlhe.ca/constituencies/educational-developers-caucus/about-the-edc/documents-resources/general-meetings/>
  - i. Teresa moves to accept the agenda; Nicola seconds the agenda; unanimous approval
- c. Business arising from the Minutes
  - i. No business arising
- d. Report from the Chair (Deb Dawson)
  - i. 2015 EDC executive goals
    - (1) Deb to launch mentoring webinars/program
    - (2) Carolyn to launch ED Guide – looking to a fall publication; consider vision of future of EDC Institute
    - (3) Celia to consider how conference materials will be stored/saved/communicated
    - (4) Stephanie to implement the EDC website
    - (5) Stephanie to develop quarterly newsletter to share highlights from action groups (50 members of action groups – looking to grow these)
    - (6) Tim to build a three year budget for the EDC
    - (7) Erika closing the action group files
    - (8) Erin to figure out whether to order bags or not
    - (9) Erin to form an action group around sessional instructors
    - (10) EDC Executive goals:
      - (a) Consensus about accreditation concerns
      - (b) Build EDC more within the College sector
      - (c) Improved transparent communication around action groups and membership: we want to make sure everyone can be involved who wants to be involved.
  - ii. Welcome to new EDC executive members
  - iii. Thanks to past EDC executive members
    - (1) Jordanne as Vice-Chair, Conferences
    - (2) Erika as Secretary
  - iv. Thanks to Julie Timmermans for Educational Development Resources Coordinator
  - v. Thanks to the nominations committee for leading the election
  - vi. Thanks to the action group leaders for supporting the work: if you have an idea for an action group – suggest it! Start it!

##### II. Reports from Executive

- a. Vice-Chair Conferences (Jordanne Christie, Celia Popovic)
  - i. EDC 2015 Highlights, EDC 2016
    - (1) 108 delegates in Winnipeg (about half attending for the first time)

- (2) February 16-18 Windsor: borders and how borders shape our ideas about educational development.
- b. Vice-Chair Professional Development's Report (Carolyn Hoessler)
  - i. Educational Developers' Institute
    - (1) Looking for a host for 2016
    - (2) General or specialized theme – speak to Carolyn if you are interested
  - ii. Educational Development Guide Series
    - (1) Launching the first Guide “ED Portfolios” planned to be launched by February 2016 at EDC conference
  - iii. EDC Grants 2015
    - (1) Criteria has been revised in response to community feedback
    - (2) Fall call for grants with a deadline of October 31
  - iv. EDC Grants Final Reports
- c. Vice-Chair Communications' Report (Stephanie Chu)
  - i. 241 members of EDC as of June 2015
  - ii. Social Networking
    - (1) 467 unique members of the EDC; 162 Twitter followers; 225 LinkedIn; 78 Facebook likes
    - (2) If anyone is interested in supporting the social media get in touch with Stephanie as looking for support to maintain these feeds.
  - iii. Resources: Website, Community Resource, Magna
    - (1) Updating the website
    - (2) Reminder of existing resources and where they are located on the site
- d. Secretary's Report (Erika Kustra, Erin Aspenlieder)
  - i. Membership – Rolling membership
    - (1) Rolling membership means you renew membership whenever you created it; you will get an email reminding you to renew; you can check at WildApricot or email Executive to check membership (you need to be a member for voting and to be on an action group)
  - ii. EDC Conference bag and lapel pin for new members
    - (1) Survey coming out about conference bags
  - iii. Action Groups Update
    - (1) Complete the form and/or let Erin know if you are interested in forming an action group
    - (2) Accreditation for Centres' Courses & Programs:
      - (i) Final Report: Accreditation for ED Courses or Programs
      - (ii) <http://www.stlhc.ca/constituencies/educational-developers-caucus/resources/accreditation-for-courses-or-programs/>
    - (b) Impressive to see the report on the range of what action groups accomplish (e.g. Educational Developers Portfolio group has developed several drafts, looking for samples to include in the guide)
    - (c) Education for Sustainability: Working on a special issue of Transformative Dialogues – get in touch with Alice if interested
    - (d) Mentoring
    - (e) Reward and Recognition: Put forward a proposal for awards for educational developers; coming to membership for feedback soon
    - (f) Teaching & Learning Centre Leaders - meetings have taken place for this group

- (g) Guidelines for Ethical Conducts: new chair for the group, and looking for members; what do we need to be ethical practitioners in our changing roles?
- (h) Living Plan Revisions: Short-term action group to survey the membership about what changes might want to be introduced to the living plan.
- e. Treasurer's report (Tim Loblaw)
  - i. Review of financial statements
  - ii. Our financials align with STLHE audited budget
  - iii. We get a portion of finances from them
  - iv. End of first quarter we hit 2/3rds of projected revenues for membership
  - v. More institutional membership: we get 10% of institutional memberships to fund grants
  - vi. We are carrying healthy surplus: we are permitted to carry a three year operating surplus
    - (1) Apply for EDC grants because the money is available

### III. Upcoming Events

- a. EDC 2015 February 16-18, 2016 Windsor, University of Windsor and St. Clair College
  - i. October 15<sup>th</sup> deadline for proposals
  - ii. Plan to involve American partners in the conference
- b. STLHE 2016 June 2016, London, University of Western Ontario

### II. EDC Dialogue

- a. Living Plan (Natasha Kenny – Director of Educational Development at Taylor Institute at Calgary)
  - i. Action group: Erika Kustra, Paola Borin, Jill McSweeney, Natasha Kenny
  - ii. Evolving plan that provides a resource to capture the practices and continuing evolution of the living plan
  - iii. Reviewed conference presentation topics to see if gaps in themes in the living plan
  - iv. Distributed and summarized results from a nine question survey:
    - (1) 34 responses
    - (2) Aligned with gaps in key themes in conference themes
  - v. Now presenting findings to the group for input to inform changes to living plan
  - vi. Noticed in review:
    - (1) Increased technology integration in both teaching and learning in higher ed and in our roles
    - (2) Curriculum development and program evaluation
    - (3) Internationalization
    - (4) Leadership development across all career stages
    - (5) Scholarship of teaching and learning and scholarship of educational development (systematic inquiry to explore impact and evolving theories of educational development)
  - vii. Seeking:
    - (1) Mentorship and networking
    - (2) Sharing resources
    - (3) Celebrating/recognizing many successes
    - (4) More opportunities for mid-career development
    - (5) Leadership development at all career stages
    - (6) Support for post-doctoral fellows
    - (7) Looking for action-based items in the living plan
  - viii. Review the EDC living plan

- (1) Partners to review the revised living plan:
  - (a) What do you like best about the proposed revisions?
  - (b) Is there anything missing that would make a difference?
  - (c) What changes would you recommend to strengthen the EDC living plan?
- ix. What did we like about the revised EDC living plan?
  - (1) Organization by heading
  - (2) Substantive
  - (3) Details in the examples: shows options might not otherwise have thought of
  - (4) Separating scholarship of teaching and learning from the scholarship of educational development
  - (5) Comprehensiveness
  - (6) Emergence of international components
- x. Gaps and changes would you recommend?
  - (1) How do we integrate the francophone community? (translate the document?) How do we address examples for francophone community? (how many actually know about EDC)
  - (2) Possible framework to pull the document together: a graphic? A figure?
    - (a) In the survey we asked about practice, leadership and
      - (i) There are ways to conceptualized the components to help manage the comprehensive elements
    - (b) Distill to a few focuses for framework (use this focus for tags on website that would link to other areas of the website with resources, action groups, grants already at work in the EDC: skills, organizational development, scholarship)
    - (c) Teaching and learning “quality” seems to hang unlike other items: doesn’t have an action verb – change to “enhancing and promoting teaching and learning quality”
    - (d) Overall context of EDC responses to institutional pressures by turning to scholarship; move on now to thinking about how institutional pressures (provincial, financial) shape the work of Centres and educational developers (“survival skills”)
      - (i) Was communicated in the survey, but may need in its own heading for clarity
    - (e) Addition in skills area with when we work with leaders/chairs – to support others with leadership skills
    - (f) Suggestion to coordinate regional bodies so that folks aren’t pulled quite so thin
    - (g) Currently a list, so could be more ‘living’ in that items have tangible actions and deadlines (linked to action groups and/or portfolios and/or interactive website)
    - (h) Supporting internationalizing/cross cultural – should include “indigenous” elements
  - (3) Recognition that we’re just beginning the discussion here, but open to more dialogue and feedback on the emerging living plan

### III. Adjournment

- a. 37 attendees at the EDC AG meeting
- b. Alan Goody from HERDSA, Kevin Barry – president-elect of POD present, we say hello.
- c. If you have ideas coming out of this meeting, send any members of the Executive an email
- d. Come to EDC in February in Windsor
- e. Is there an attendance sheet? No – we didn’t have membership in time and no voting matters so do not need to take attendance

- f. ICED in South Africa: consider planning to attend, and coordinate with others to attend
- g. Nicola moves to adjourn; Nancy seconded to adjourn; unanimous approval