Educational Developers Caucus (EDC) of the Society for Teaching and Learning in Higher Education (STLHE)

Minutes of the meeting of the EDC Executive at the University of New Brunswick

Wednesday June 17th 2009; 12:15-1:15 PM, Room 301 Keirstead Hall

1. Welcome invited guest, Sylvia Avery

2. Adoption of the agenda, revised to discuss items requiring Sylvia’s input first

3. Minutes of previous meeting (June 8th) approved

4. Final clarification of AGM agenda items, questions, directions to Exec re ProD, etc.

5. Suggestions for permanent time for EDC AGM at STLHE: reduce time for welcome reception, have AGM from 6:15-7:15 on Wednesday, or on Friday, or reduce poster session to one hour and have AGM the second hour
   - Cost for refreshments at this year’s AGM will be billed to Sylvia and charged to EDC account

6. Budget
   - Amount available for grants expected to be in the same range as last year ($7-8,000)
   - Motion to supplement grant to $10,000; possible revision to $12,500 pending intake of proposals (Teresa moved; Ruth seconded; passed)
   - 2009 Conference financials approved; Janice to announce profit division at AGM ($16,463 divided by 2= $ 8,231.72 each for EDC and host institution Durham College)

7. Discussion with Sylvia
   - Sylvia agreed to send Janice a breakdown of membership income on a quarterly basis
   - Outlining the process of working through the Society’s French translation priorities
     - Prioritize calls for nominations
     - Sylvia will send GM/AGM minutes for translation going forward from June 09
     - Calls for proposals for grants and future conference sites next priority; if people wish to submit in French, they should contact EDC Secretary first
     - Sylvia to send us contact information for Joli Mots so we can send items directly for translation
   - New reusable EDC membership bags; Sylvia agreed that bags could be kept at STLHE office and that she will assist in distributing them to future members

8. Adjournment and next meeting (July 15, 2009)