

**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 17<sup>th</sup> 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 8<sup>th</sup>) 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)