

**EDUCATIONAL DEVELOPERS CAUCUS
MINUTES OF ANNUAL GENERAL MEETING**

Wednesday June 15, 2011

4:30-5:00 pm - Murray Room G3

33 EDC members signed in attendance

I. Opening Session

- a. Adoption of Agenda (Moved by Peter Wolf, Seconded by Margaret-Anne Bennett, approved)
- b. Approval of Minutes of meeting of June 23th 2010 (sent ahead for review by members via email)
(Moved by Denise Stockley, Seconded by Theresa Meyer, approved, with 1 abstention)
- c. Business arising from the Minutes (none)
- d. Report from the Chair (Nicola Simmons)
 - STLHE Board meeting update – we will be moving to a calendar membership year, so membership will be collected separately from the conference
 - New STLHE website will be released, so we are now migrating current information from the existing EDC website
 - We hope that there will be automatic tracking of membership on the new website
 - Starting next February, the AGM will be held during the EDC Conference, and a gathering will happen at the STLHE Conference
 - The Executive had a day-long retreat in May, 2011 – initiatives will be circulated by e-mail, and we will be asking for support
 - As part of the retreat, we examined our values as an organization, and the result will be reflected on the website

II. Reports from Executive

- a. Vice-Chair Professional Development's Report (Paola Borin)
 - i. Report from EDC Conference: Successful conference at Algoma, smaller and intimate setting, tremendous quality from sessions, with great feedback, \$3683.74 surplus for EDC
 - Next year's venue will be in Halifax, looking for future hosts, encourage people to consider hosting
 - ii. Conference Manual – written by Alice Cassidy (Past Vice-Chair Professional Development), future hosts will be supported by Vice-Chair Conferences
 - iii. Our EDC Grants Call for Proposals and Update on Current Projects
 - Supports EDC Living Plan
 - Call for Proposals- application 5 pages in length, with short mid and end reports
 - Deadline EDC Grants – can apply any time until Wed July 20, 2011
- b. Vice-Chair Communications' Report (Jeanette McDonald)
 - i. EDC website and listserv update
 - New STLHE website, with EDC – same web link
 - EDC listserv – now have almost 400 people, automatically entered with membership
 - ii. E-resource update and blog
 - Marla Arbach is the Resource Project Coordinator – successful circulation, developed relationship with publishers to circulate free copies of relevant books
 - iii. AGM will be changed to occur during the EDC Conference, rather than STLHE

- minor changes in by-laws to reflect this change, which will require a special vote (feel free to contact Executive if you have questions)
- iii. Teaching and Learning Centre list
 - request for assistance in keeping it current – check under the resources section of the website
 - also submit regional support groups, and they will be listed on the website
- c. Secretary's Report (Erika Kustra on behalf of Ruth Rodgers)
 - i. EDC Conference bag and lapel pin: distribution took place at the EDC and STLHE conferences; new members will have one mailed out to them; members are asked to bring their EDC bag to all future EDC conferences, as no other conference bags will be made available
- d. Treasurer's report (Janice MacMillan)
 - i. Audited financial statements for 2010 were reviewed
 - EDC memberships were more than expected
 - Healthy profit from previous conference at Thompson Rivers University, Kamloops
 - Student Bursaries were used and further supplemented by Kamloops
 - Student support for the grants and conference were less, \$120.00
 - Some of the surplus will go to support the Educational Development Institute
 - Some of the surplus was used to supplement the EDC registration at Algoma by \$25.00/member
 - We will have pro-rated membership this year due to the changing start date of memberships

III. Transition to new EDC Executive members

- a. Thank you to EDC Executive who have completed their term
 - a. Past-Chair: Teresa Dawson
 - b. Vice-Chair Communications: Jeannette McDonald
 - c. Secretary: Ruth Rodgers
- b. Thank you to nominating Committee: Carolyn Hoessler, Alice Cassidy, Bill Owen
- c. Thank you to Marla Arbach for EDC Resources
- d. Welcome to new EDC Executive
 - a. Vice-Chair Communications: Natasha Kenny
 - b. Secretary: Erika Kustra
New Position
 - c. Vice-Chair Conferences: Marla Arbach

V. Reminder of next conference locations/dates for 2012 (Nicola Simmons and Margaret-Anne Bennett)

- Dalhousie University and Saint Mary's University Halifax, Nova Scotia on February 22-24, 2012
- Pre-conference Institute, and calls for other Pre-conference
- Conference Handbook is very helpful
- Theme: Learning From and In Educational Development Practice

VI. Adjournment

(Moved by Ruth Rodgers, seconded by Stephanie Chu, accepted unanimously)