

EDUCATIONAL DEVELOPERS CAUCUS

Minutes of ANNUAL GENERAL MEETING

Wednesday June 18th, 2008

4:30-6:00 p.m., University of Windsor, ON

I. Opening Session and Welcome

- a. Adoption of Agenda (moved Nicola Simmons; seconded Margaret Wilson; passed)
- b. Approval of Minutes of meeting of June 2008 (sent ahead for review by members via email) (moved Linda Nilson; seconded Alice Macpherson; passed)
- c. Business arising from the Minutes (none)
- d. Report from the Chair (Teresa Dawson)
 - i. Teresa reported on progress on resource sharing via website
 1. EDC executive seeking direct access to website for faster updating
 2. bylaws are being reviewed and posted
 3. conference planning tools
 4. Chair's reports posted
 5. executive calendar and job description postings

II. Ratification votes for Chair and VC Professional Development positions

(Judy Britnell, Nominating Committee)

- a. Judy conducted a ratification vote of the acclamation of Teresa Dawson (Chair) and Alice Cassidy (Vice-Chair professional Development) for an additional term of office and congratulated both on their acclamation (for each position: Judy Britnell moved; Nicola Simmons and Trevor Holmes seconded; both motions passed unanimously)

III. New Business: Reports from Executive

- a. Vice-Chair Professional Development's Report (Alice Cassidy)
 - i. Grants update and funding available on web; proposals, interim reports and (eventually) final reports for 07 grants are on website
 - ii. Bookmarks re this year's deadline (June 27th) distributed
 - iii. This year's grant fund is \$13,000
 - iv. Alice thanked STLHE for their portion of this fund and issued a call for proposal reviewers
- b. Vice-Chair Communications' Report (Jeanette McDonald)
 - i. Currently 280 on the listserv; 78 EDC members, but expected to grow over the year
 - ii. Website changes and features were demonstrated
 - iii. Update on shared resources database idea; wiki idea
 1. subcommittee to investigate (Carolyn Hoessler, Rosalie Pederson); others will be invited via the listserv
- c. Secretary's Report (Ruth Rodgers)
 - i. Progress on French translation; list of priorities sent to Sylvia, STLHE funds will be disbursed in order until used up

- ii. Clarification re our relationship with EduWiki—EDC is serving only as an informal conduit between the company and the members re resource ideas and authors
 - d. Treasurer's report (Janice MacMillan)
 - i. Presentation of 2007 final budget (sent via email prior to meeting but final figures confirmed at meeting; final copy will be posted to website)
 - ii. Bylaw change to 5.3.2.4 and 5.3.2.6 regarding electronic voting on proposed budget by end of calendar year from now on; amendment will be sent electronically to list in fall for ratification
 - iii. Conference profit from 08 confirmed
- IV. ProD Opportunity** (Alice Cassidy, Vice-Chair Professional Development)
 - a. Alice and the executive facilitated an EDC-IQ trivia game activity designed to orient new members and test the knowledge of all members
- V. Announcing future EDC Conference locations** (Teresa Dawson)
 - a. Teresa announced that negotiations are underway for the hosting of the 09 EDC conference. Durham College (Ontario) and Thompson Rivers (British Columbia) have indicated their interest in hosting in future years.
- VI. Bylaw changes**
 - a. Jeanette announced several bylaw changes, which will be sent to the membership via listserv
 - i. 6.1 add "usually" before February;
 - ii. 5.3.2.6 "others" to "other" ;
 - iii. 5.3.2.4 see 3d2
 - iv. 7.3.3, placing the maintenance of the updated membership list in the role of the Secretary instead of the Vice Chair
- VII. Adjournment** (Margaret Anne Bennett moved; Alice Cassidy seconded; passed)