

# Educational Developers Caucus

2007 General Meeting (Winter)

University of Guelph

February 22, 2007

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## Opening Session and Welcome

- a. **Agenda**—*Approved*.
- b. **Minutes of Meeting of February 24, 2006**—*Approved*. Minutes were distributed in advance of this meeting. If anyone has any changes, we will adopt those changes. **Moved**—Nicola Simmons. **Seconded**—Janice MacMillan.
- c. Business Arising from the Minutes—None.

## Report from Chair (Teresa Dawson)

- EDC Executive meets monthly to conduct business.
- Currently working with the Society with regard to Incorporation.
- Also working with the Society's Treasurer to make certain the funds we have been promised are secured.
- Working on professional development opportunities for new and seasoned faculty developers.
- Two invited pre-conference workshops—one for new developers and one showcasing Waterloo's achievements in engaging faculty—a model at this year's Winter Conference.
- EDC is on a good financial footing
- Transparent election process coordinated by Eileen Herteis.
- Next year, we will concentrate on communications and resources.
- Work with Sylvia on improving communications through the STLHE website.
- Make resources accessible to everybody.
- Increased efforts to include community colleges.
- Elections coming up shortly.
- Thanked the Executive, especially because their work is voluntary.

## Report from VP Communications (Trevor Holmes)

- EDC listserv is growing—235 educational developers—and continues to be the main mode for communication that people respond to best.
- Profiler Database—one person has logged on in the last six months.
- Web Community in a "password protected" area.
- Best approach is to organize under STLHE—the umbrella organization.
- Trevor is stepping down as VP Communications at the end of his term. Looking for someone that is able to prioritize Francophone participation. Web and database experience would also be useful.
- Develop a plan to combine the EDC Profiler with the STLHE website.
- Documents relevant to this Conference will be available on the Conference website.
- Professional development plan should be available to track and see that we are moving ahead.
- Things should be easily accessible from a centralized database.
- Coordinate through Deb Dawson and Sylvia Riselay.

- A closing plenary that reviews the sessions at this Conference so that conversations don't end too quickly and for those folks that were not able to attend.
- Sub-committee formed to help new person with transition into Trevor's position. Report back in June.
- Members include: Jeannette McDonald, Eric Kristensen and Gillian Siddall. Email Trevor if you are interested in taking part. Trevor will be the Chair.

### Report from Secretary (in absentia)

- André Oberle is stepping down as Secretary at the end of his term. Responsibilities include:
  - Setting up executive meetings.
  - Keeping important records.
  - Follow-up with action items.
  - Should care about moving things forward and the parent organization.
  - Timeliness, detailed organization.
- Society's budget year has been adjusted to reflect the calendar year—January to December.
- A balanced budget for 2007 will be submitted to the Steering Committee on Saturday.
- Historically, the role of Secretary and Treasurer had been paired.
- We now have more substantial funds and someone has to be the guardian of these funds.
- Secretary is an elected position; Treasurer is appointed by the Executive.
- Janice MacMillan (Durham College) has agreed to serve in this capacity.
- Essential that we have a college member on the Executive.
- Janice will liaise with Bob Sproule, the Society's Treasurer.

### Nominating Committee

- Essential to have replacements for Trevor and Andre by June 2007.
- Eileen Herteis has agreed to serve as EDC Exec representative on the Nominating Committee.
- Eileen is very capable, has great integrity, and knows our Bylaws.
- No one has come forward online before this meeting to stand for election.
- Voting members are paid-up EDC members-in-good-standing.
- Teresa asked for nominations from the floor.
- [Erika Kustra—nominated by Michael Potter. Seconded—Clare Hasenkampf.](#)
- [Judy Britnell. Seconded—Nicola Simmons.](#)
- [MOVED—Nominations be closed \(Joy\). Seconded—Janice MacMillan.](#)
- Teresa will write to the committee and ask them to elect a chair.

### Joy Mighty

- Joy thanked everyone for supporting the EDC, and her personally, for the election to STLHE President.
- Influenced budget and profile in the way we have been lobbying for STLHE institutional memberships in our own institutions.
- Important to advocate for the renewal of institutional memberships.
- Leadership in the past has always come from our group.
- Feels that it is important to be inclusive. Not sure we've done the best job in EDC.
- Francophone participation and membership should be stepped up in the future.
- Colleges integrated into the Society as post-secondary institutions.
- Teaching assistants included in the work that we do.

- Administrators participating more in our movement.

### **Vice-Chair—Professional Development (Alice Cassidy)**

- The EDC Grants Program was explained.
- 10% of 2006 STLHE institutional memberships given to the EDC.
- Currently, there is \$14,700 in the grant fund (\$7,000 unspent from last year, \$7,700 from this year).
- All of the funds have been earmarked for awarding to Grants for this year.
- Call for Proposals will be sent by email and posted on the website. Need to include the five-year plan in your application rationale.
- Maximum grant is \$2,500.
- Deadline for Applications—April 13, 2007.
- Recipients will be informed by June 1, 2007.
- Projects will be completed within one year.
- Direct relationship between the number of institutional memberships we have raised and the amount available for EDC Grants.
- If we raise more institutional members, we will get more money.
- Grants will be recognition for yourself and educational development at your institution. Leveraging was the philosophy behind this.
- Alice acknowledged Lynn Taylor's work that formed the basis for this idea.
- Meeting participants were asked to brainstorm ideas for proposals by thinking of a project they might like to move forward and encouraged to make multi-institutional applications?
- On a post-it-note write the topic, title, and your name and get together to share your ideas with others with similar interests. Alice collected these and with Teresa's help, placed similar topics together on the wall. We then called out topics and names so that people could move around and have conversations with those who might want to work together on a proposal or to brainstorm.
- Discussion and questions from membership:
  - The advantage of collaboration is that each person will bring a different skill set to the project.
  - The goal is to raise awareness within the institution—it's not a lot of money.
  - In-kind contributions have a lot of value.
  - Leverage institutional attention and support in ways that could become very valuable.
  - Helps get agendas to the top of the pile.

### **Hosting Next Winter Conference**

- Two expressions of interests have been received—both from Western Canada.
- The Call for Proposals indicated that interest could come from anywhere in Canada, but that proposals for Eastern Canada were encouraged.
- Deadline has passed. Executive will meet to discuss both proposals and make a decision.
- Not too early to think about hosting in 2009.
- Geographical location ideally follows the same pattern as the Society's Annual Conference.

The meeting adjourned at 5:00 pm.