

Report to the STLHE Steering Committee

1. Caucus Operating Processes and Stewardship

Much of what the EDC Executive has achieved since June 2006 builds on the strong foundations laid by the inaugural Executive under Joy Mighty's leadership.

a) Executive Officers

- Splitting of the role of Treasurer/Secretary—per our bylaws these are in fact two positions but historically, since EDC had no funds, the position of Treasurer was necessarily rather limited and was performed by the Secretary. Since there are now funds to oversee, the role has taken on greater significance and the decision was taken to enact the by-laws and make a separate appointment of Treasurer.
- Appointment of a new Treasurer—Janice MacMillan (Durham College) has been appointed to serve from March 2007 (taking over from André Oberle) and will liaise with Bob Sproule as STLHE Treasurer.
- Elections for Secretary and Vice-Chair Communications—will be held in time for the June meeting. The Nominations Committee comprises Eileen Herteis (Mt. Allison, Executive's representative), Judy Britnell (Ryerson) and Erika Kustra (McMaster). The Committee will work closely with Sylvia Riselay to conduct the elections according to the Caucus By-laws.

b) Budget and Finances

- We have successfully completed the necessary adjustment to bring the EDC budget reporting in line with the new budget year for the Society and we respectfully present a balanced budget to Steering for approval for 2007 (please see attached). Executive would like to thank Bob Sproule for his careful stewardship of EDC grant funds until the appropriate processes was in place to award them to members. Two key components (new line items) are the EDC Grants Program and the Graduate Student Bursaries for the ED Conference.

c) Articles of Incorporation and Relationship to EDC By-laws

- We operate according to the current By-laws of Caucus but anticipate some minor adjustments once the STLHE articles of incorporation are adopted by the Society. The Caucus Executive thanks the STLHE Steering Committee for its commitment to capturing the unique relationship with EDC in the Articles.

2. ED "Engagement and Educational Development" Conference, February 2007

The Conference was co-hosted by the Universities of Guelph and Waterloo. There were two pre-conference workshops; one for new educational developer colleagues and one showcasing the University of Waterloo's successes in engaging faculty. Keynote speaker was Matt Ouellet, incoming POD President. Sessions ranged from getting started in faculty development on a shoestring to getting published in the

scholarship of teaching and learning. There was an overarching theme of the changing roles for educational developers and the associated challenges and opportunities. Some conference firsts: Graduate Student Bursaries, invited pre-conference workshops based on the 5-year PD plan, having over 100 participants, a video-conference with the UK on getting published in *IJAD* and the launch of the EDC Grant Program. A big thanks to the Trevor Holmes and Donna Ellis (co-chairs). Executive is currently reviewing two expressions of interest to host the conference next year.

3. Key Initiatives

- a) ***Appointment of a Communications Subcommittee.*** Executive has struck an EDC Communications Subcommittee with a mandate to:

- Improve the effectiveness of the EDC website (in alignment with the STLHE site) making it a truly "resourceful place" for the membership, including permanently storing the results of Jeanette McDonald's "Bright Idea" Initiative and Jennifer Jasper's "EDC Monthly Resources" digests.
- Address the EDC's communication goals in relation to those of the Society
- Rationalize the best aspects of the ED profiler with the website itself so that everyone who needs to can access information easily.

The subcommittee will be chaired by the VC Communications (currently Trevor Holmes). This will allow for an easier transition and succession planning for the new VC Communications. The VC Communications (as chair of the subcommittee) will then be responsible for liaising with the STLHE PR and Communications portfolio (Deb Dawson) and with Sylvia Riselay (STLHE Secretariat) in terms of implementation.

- b) ***The EDC Grants Program***

Details of the EDC Grants Program were launched officially at the General Meeting on February 22, 2007. Funds are "designed to enhance critical reflection, inquiry, and communication about educational development practice within in the EDC community." Alice Cassidy (Vice Chair—Professional Development) introduced the program and offered a workshop for members to level the playing field with regard to application expertise. This year we have funds to disburse from the 06 membership (\$7,400) and from the 07 membership (\$7,000) for a combined total of \$14,400. Awards will be to a maximum of \$2,500 and collaboration between institutions is encouraged. A clear selection process has been outlined to the membership including the fact that proposals will be anonymously peer reviewed; a process has also been developed with Bob Sproule to ensure the smooth disbursement of funds by the Secretariat, once the selection committee has made its decisions. Caucus is grateful for the acknowledgement of its members' hard work on behalf of the Society in garnering institutional memberships that the Grants Program represents.

- c) ***Improving Representation for College and University College Colleagues***

In an attempt to better represent all colleagues from post secondary institutions we have:

- Appointed a college member (Janice MacMillan) to serve as our new Treasurer
- We particularly encouraged submissions to host next year's conference from college and university college colleagues.

- The EDC grants program is open to all EDC members in good standing from any post secondary institution.
- We have included a representative from a college on the EDC Grants Program selection committee to ensure representation of these perspectives in the grant selection process.

We hope that these measures will benefit the broader STLHE community as it seeks to diversify its membership.

d) Graduate Student Bursaries for EDC Conference Attendance

Executive passed a motion (February 2007) to pilot subsidizing full time graduate student attendance at the annual conference and respectfully recommends STLHE steering consider a similar initiative for the Society's future conferences.

Respectfully submitted by,
Teresa Dawson, EDC Chair