

## *Report to the STLHE Board of Directors*

### Update—June 2007 to Present

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#### 1. **Caucus Operating Processes and Stewardship**

This year has been one of consolidating significant changes made last year to improve the operating processes of the Caucus.

##### a) **Executive Officers**

- Splitting of the role of Treasurer/Secretary—has worked well with both incumbents fulfilling their roles to the full. For example, minutes are very timely and make actions easy to take by the Executive.
- Appointment of a new Secretary and Vice-Chair Communications—Ruth Rogers (shortly moving to Durham College) and Jeanette McDonald (from Wilfrid Laurier) were elected respectively.
- Positions up for election in 2008—elections for Chair and Vice-Chair Professional Development will be held in time for the June meeting. A Nominations committee will be struck and will work closely with Sylvia Riselay to conduct the elections according to the Caucus By-laws.

Note: the incumbents are eligible to stand again since both have only served one term.

##### b) **Budget and Finance**

A balanced budget was prepared in a very timely manner, voted on by the Caucus membership (after consultation and discussion) and submitted to and unanimously approved by the Board at its January 30<sup>th</sup> 2008 meeting. This was the first time the full process was completed. The new treasurer is to be congratulated for this on the EDC side (and thanks to Bob for his help on the STLHE side). The Contingency Fund history has now been fully documented and, after consultation, is appropriately captured in the budget, as is the carry forward (which now is recorded separately for clarity).

##### c) **Articles of Incorporation and relationship to EDC By-laws**

We operate according to the current By-laws of Caucus but continue to review the by-laws and to work to keep them in line with the new articles of incorporation of the Society. Caucus benefits considerably in this regard from drawing on the expertise of the Society for example we have just recently proposed adopting the same rules for proxy voting.

##### d) **Communications and Website**

We have started to build the site with the help of Sylvia on the part of the Society. For example, posting an archive of previous minutes, as well as capturing the resources members have created and providing contact and biographical information for the Executive.

## 2. ED “Spanning the Career of an Educational Developer” Conference, Feb 2008

One of the marks of any good organization is not just its ability to keep seasoned members interested but also to attract new voices that will take us forward in different ways into the future. In this regard it has been a dynamic year for the Caucus.

One of the trends we have noticed this year, and perhaps not unrelated, has been an unprecedented number of job opportunities arising for educational developers across Canada. Since there is no established “professional qualification” that confers educational developer status on any of us, this trend continues to highlight the crucial issue of how we attract new members to the profession and how we support their professional development and training—in short how do we recreate the next generation? This makes this year’s theme of the conference of “Spanning the Career of an Educational Developer” particularly timely and the choice of plenary speakers so perfect. The opening plenary begins with a dynamic new team of scholars, with fresh vision, studying pathways into our profession. The closing plenary ends with someone who knows perhaps better than anyone how to tell the story of educational development in Canada and how to help us draw lessons from our history with wisdom and perspective—our own Gary Poole, Past President of STLHE. We hope these speakers, and the many wonderful sessions and activities in between will enable us all to think creatively about the future both individually and collectively.

A big thank you to Christine Kurbis and Alice Macpherson and their collective teams from Simon Fraser University and Kwantlen University College respectively for all the hard work they have done to bring this conference to us. I am personally delighted to see EDC represented to so effectively by an increasingly wide range of institutions and this conference partnership illustrates how much colleges, university colleges and universities have in common when it comes to educational development. Executive is currently reviewing two expressions of interest to host the conference next year.

## 3. Key Initiatives

### a. Building a variety of professional development opportunities for members at different career stages

In line with requests from the membership, we have continued to work hard to develop a series of opportunities for members to explore ways to share and benefit from each others resources and materials. These include explorations with *Permacharts* and *Eduwiki* over quick reference info sheets in key educational development areas that members might author (thanks to an introduction by the 3M Council and Alex Fancy in particular), as well as the already well-used monthly reviews edited by Cathy Baillie of U of T. We are also looking for other professional development opportunities for our membership. For example our listserv has become somewhat of a conduit for networking around scholarship inquiring into the ED profession in Canada. Two such professional development opportunities will be explored at this year’s EDC conference AGM. Others will follow.

### b. Communications Subcommittee

The subcommittee continues its work under the new VC Communications (Jeanette) and the website continues to build as a result.

**c. The EDC Grants Program**

The grants program was a considerable success in its first year with six projects funded for a total of \$14,994. Accountability reports are in for all projects and results will be posted on the website. It was nice to see such a diversity of institutions (in terms of nature of the institution and the regional affiliation) as well as so many intra-institutional collaborations. The call for proposals will go out for this year's program shortly with a slightly later deadline (as result of the feedback received). Note: this year's funding will be lower since we had two year's of funding last year.

**d. Improving Representation for College and University College Colleagues**

We continue to move towards these goals:

- Having appointed a college member (Janice MacMillan) to serve as our new Treasurer last year, Ruth Rogers (previously from Fanshawe College and also now from Durham College) was then elected to Secretary shortly there after.
- Kwantlen University College is partnering with SFU to host this year's conference.
- A number of EDC grants last year went to partnerships that included colleges.
- We are very supportive of the idea of a national award for college members and are contributing to the task force exploring this possibility.

**e. Graduate Student bursaries for EDC conference attendance**

We were successful last year and are being repeated this year. We recommend the Society consider this idea for STLHE conferences also.

**Plans for February to June 2008**

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These will depend partly on the advice we receive from members during the AGM.

1. **Exploring approaches to sharing resources**—follow up to the ProD opportunities shared at the conference depending on the advice of the membership might include development of a process for producing quick reference guides on key ED topics that can be easily shared among members.
2. **Bimonthly updates including resources reviewed**—there has been a suggestion that we combine bi-monthly updates from the chair with the existing mail out of reviewed resources.
3. **Proposed survey of ED units in Canada (joint with STLHE)**—At Joy's request we have been exploring the possibility of joint EDC/STLHE participation in a study to survey ED units in Canada as part of international project that David Gosling (UK) is conducting. Some funding would be required for this and it requires further discussion and exploration but might be of considerable value to ED centres across Canada. (Please see attached proposal from David Gosling.)
4. **Exploring whether the date of the EDC annual conference (currently February) should be moved to April or October**—it is hard to find a college/university that will volunteer from the east to host

EDC due to the worries about the weather at that time of year. There is a proposal to consider moving the date. This would impact the Society and further extensive consultation is required. Also looking at determining host sites 2 or 3 years out.

5. **Templates for conference budget, proposal and report**—we will be working on these to make it easier for host institutions—saving them time and clarifying the budget particularly regarding how conference contingency funds are calculated (and retained separately by EDC).
6. **Officer elections**—both the chair and vice-chair ProD terms are up this June and elections will be conducted in time for the successful candidates to attend the June STLHE. Both incumbents are eligible for a further two-year term.
7. **Working with Sylvia**—Exec is looking forward to meeting with Sylvia in February to develop a master calendar of the EDC year in order to facilitate her in supporting the Caucus in conjunction with other competing demands of her role.

#### Issues for Discussion at the Board of Directors Meeting

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1. The principle of MOUs arising in any part of the Society (e.g. 3M or EDC) and dealing with subsequent legal issues that might arise that then impact the Society as a whole e.g. non-compete issues from our relationship with Permacharts and now potentially Eduwiki.
2. The possibility of a joint EDC/STLHE survey of ED units in Canada as part of international project (Please see the attached proposal from David Gosling, UK).
3. Proposal to change the date of the EDC annual conference to October or April each year.
4. Graduate Student bursaries to help increase the possibility of graduate student attendance at the conference—EDC Exec respectfully recommends the Society consider this idea for the STLHE annual conference (as they have been quite successful for the EDC).
5. Possibility of obtaining grants for French translation of our documents.

#### Thank you

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Alice Cassidy has worked tirelessly as part of the EDC Executive to coordinate with the local conference organizers, as well as running the grants program. Jeanette McDonald, Janice MacMillan and Ruth Rogers have also contributed enormously during the year. The wisdom and guidance of the entire Executive team continues to make my work on behalf of the membership such a pleasure to fulfill.

Respectfully submitted by  
Teresa Dawson  
Chair, Educational Developers Caucus