

**Educational Developers Caucus (EDC) of the  
Society for Teaching and Learning in Higher Education (STLHE)**

**Meeting of the EDC Executive**

February 14, 2018

9:30-12:30pm

Room HHB120 at the University of Victoria

**AGENDA**

**Present:** Erika Kustra, Jaymie Koroluk, Celia Popovic, Maureen Wideman, Natasha Patrio Hannon, Mandy Frake-Mistak

**Not Present:** Theresa Southam

**Regrets:**

1. Welcome!
  - a. EDC Values <https://www.stlhe.ca/affiliated-groups/educational-developers-caucus/edc-values/>
  
2. Planning and Reviewing Goals
  - a. Brainstorm goals for this year
  - b. Look back and review and revise goals in context of past goals
    - i. Review goals from June 2017  
<https://drive.google.com/file/d/0B79ieSiXhXPJdlpWSVRsdWd2Qjg/view?usp=sharing>
    - ii. Review goals from Feb 2017  
[https://drive.google.com/file/d/0B-V5i\\_MpJW97NINEVVICbTJKRjg/view?usp=sharing](https://drive.google.com/file/d/0B-V5i_MpJW97NINEVVICbTJKRjg/view?usp=sharing)
    - iii. Review Living Plan (long term goals)  
[https://www.stlhe.ca/wp-content/uploads/2011/08/EDC-Living-plan\\_Priorities\\_2016Oct.pdf](https://www.stlhe.ca/wp-content/uploads/2011/08/EDC-Living-plan_Priorities_2016Oct.pdf)
      1. Living Plan Actions Completed:
        - a. Process for new ED Guides
        - b. Model for Action Groups
        - c. Establish 2 awards
        - d. Create exchange program/job-shadowing
        - e. Contribute to international ED course
    - iv. Review STLHE Goals and Purpose 2018  
[https://drive.google.com/file/d/1TsYLVLeUU5-f48Eh0ws8ee\\_cc0JUQwUO/view?usp=sharing](https://drive.google.com/file/d/1TsYLVLeUU5-f48Eh0ws8ee_cc0JUQwUO/view?usp=sharing)
  
3. Discussion Points Executive would like to raise from Portfolios
  - a. STLHE Board - Updates from Chair
    - i. Bylaws changing in all constituencies – **BYLAWS revision and circulation**
    - ii. Denise developing list of international Teaching Awards
    - iii. Moving forward with recognition page for those who have passed on

- iv. Constituency groups – also revising Bylaw
- v. EDC recognized for support of College sector – EDC conference, webinar for college 3MNTF (Tim Loblaw report)
- vi. 3M re-launching SOLE grant, considering local and disciplinary chapters, greater student voice, work towards making resources bilingual (Aline Rutherford report)
- vii. Presented EDC Annual Report
- viii. International representation: ICED, POD this coming year, other areas of interest? HERDSA, SEDA etc.
- ix. Consider how to support bilingual aspect this year
  - 1. Beginning development of Civility policy – any suggestions welcomed

b. 2019 EDC Conference Online

- i. STLHE Supportive of conference information - recommend caution ensure not trying to convert regular f2f to online - need to re-conceptualize
- ii. Online conference 2019 - mail everyone conference package “kit” (wine, coffee, tea bags, etc) so that we can all participate and encourage participation online

c. EDC Awards promotion

4. Nomination Process

- a. Executive Election Nomination Process
- b. Treasurer Nomination/Appointment
  - i. Robin Mueller
  - ii. Jean-Pascal (Ottawa) - Erika has reached out

5. AGM Slides - reviewed and revised

6. Adjourn for Lunch

**Action Items**

Send Maureen private schools know

Update Miles Stones (Erika draft, and post)

Connections to local ED groups eg. On website

Hire for help with web (Maureen)

Post ED Cookbook on EDC website (Celia and Maureen)

Follow up with Christine Gauthier re EDC in Quebec (Erika and Celia)

Online conference hosting (Celia and colleagues)

Swag bag – tea, coffee, wine, what you need  
Local hubs COED, BCTL, Atlantic etc.  
High profile plenary everyone join in  
Centre Crawl – tour centre go for dinner  
Social Media  
Virtual posters – blended/hybrid  
Part of Living Plan  
Ask about EDC 2020 (Erika)  
EDC Accreditation: design policy and structure with Accreditation Committee, Accreditation Steering Committee (Celia and share on website - Maureen)  
Proactive development of Webinars and advertise more (Jaymie and Joe)  
Website resources for professional development eg. Essential readings (Jaymie)  
New ED Course – running again, advertise dates (Celia, Jaymie)  
Documentation around Institute (Jaymie and Lisa)  
Create Youtube channel (Jaymie and Maureen)  
Initiate systematic review of ED needs (Jaymie, Erika, EDC Exec – Robin Mueller)  
Examine process for awards – dates and start advertising earlier (Natasha)  
Refine rubric and guidelines for awards (Natasha and review committee)  
Clean up process documentation for awards, bursaries, etc. (Natasha)  
Accreditation process Connection with VC Awards and recognition (Natasha, Celia)  
Launch ED Exchange grants  
Maureen going to Singapore and Hong Kong – Advocate for EDC – establishing partnerships  
EDC brochure (Erika)  
Giftypoos (Maureen)