

ANNUAL GENERAL MEETING 2012

MINUTES



Monday 26 November 2012; 12:45 pm (NZDT)

Minutes of the Annual General Meeting of the Australasian Society for Computers in Learning in Tertiary Education (ascilite) on Monday 26 November 2012, at the Te Papa Museum, Wellington, New Zealand.

In attendance: *Executive Committee:* Caroline Steel (President and Chair) [CS]; Phillip Uys (Vice-President), Dominique Parrish (Treasurer), Shirley Reushle, Mark Brown, Gary Williams, Elizabeth Greener, Oriel Kelly, Allan Christie and Andre Colbert (Secretariat).

Members: Peter Albion (University of Southern Queensland), Belinda Allen (University of New South Wales) Alages Andre (Manukau Institute of Technology) Salem Alkhalaf (Griffith University) Trish Andrews (University of Queensland) Amy Antonio (University of Queensland) Leanne Cameron (Australian Catholic University) Valeri Chukhlomin (SUNY Empire State College) Liz Coulter (University of Auckland) Geoffrey Crisp (RMIT University) David Cummings (Victoria University) Peter Goodyear (University of Sydney) Barney Dalgarno (Charles Sturt University) Helen Farley (University of Southern Queensland) Michael Grant (Macquarie University) Cathy Gunn (The University of Auckland) Bronwyn Hegarty (Otago Polytechnic) Wanda Jackson (Open Polytechnic) Gregor Kennedy (Melbourne University) Sharon Kerr (Macquarie University) Geraldine Lefoe (University of Wollongong) Andrew Lovell-Simons (Macquarie University) Angela Murphy (University of Southern Queensland) Cameron Nichol (Monash University) Sheena O'Hare (Curtin University) Ian Olney (University of Western Sydney) Martin Parisio (University of Sydney) Rob Phillips (Murdoch University) Philip Paasuke (Open Universities Australia) Petrea Redmond (University of Southern Queensland) Michael Sankey (University of Southern Queensland) Mark Schier (Swinburne University) Frederick Stokes-Thompson (University of South Australia) Linda Weterman (Manukau Institute of Technology) Julie Willems (University of New England)

A. PRELIMINARY BUSINESS

A1. CS welcomed all members in attendance. Apologies: Phillipa Gerbic.

A2. Acceptance of the previous Minutes

The ascilite AGM 2011 Minutes were made available to the ascilite community prior to the meeting (Ref: AGM_Dec_2011_Minutes.pdf)

PROPOSED RESOLUTION (2012#01):

That the minutes of the 2011 AGM be accepted as a true and accurate record.

Moved: David Cummings

Seconded: Phillip Uys

Show of hands: In favour

A3. Business arising from the Minutes.

No business arising from the minutes.

B. EXECUTIVE BUSINESS

B1. Annual Report from the President (Caroline Steel)

The Annual Report from the President was made available to the ascilite community prior to the meeting (Ref: 2012_President_Final.pdf)

Caroline Steel reviewed various items in the Annual Report, particularly the executive's work with the Australasian Journal of Educational Technology (AJET) and the comprehensive external review of the journal undertaken mid-year that resulted in a set of recommendations for how ascilite could best manage the journal. She mentioned that a new AJET Editorial Team had been formed and special mention was made of the outstanding work of the retiring Editors, Roger Atkinson and Catherine McLoughlin. Caroline also made special mention of the ascilite Member Survey and that the

executive had noted views expressed in the survey about initiating more community building related activities and that this direction has now been included in the executive's strategic planning. Caroline also pointed out that we are launching the new CMALT Australasia at the conference after many months of discussion with the Association for Learning Technology in the UK.

There was no further discussion arising from the Annual Report.

PROPOSED RESOLUTION (2012#02):

That the annual report from the President to the 2012 AGM be accepted.

Moved: Barney Dalgarno
Seconded: Oriel Kelly
Show of hands: In favour

B2. Treasurer's Report (Dominique Parrish)

The annual financial report includes the provision of three reports:

Treasurer's Report, (Treasurers_Report_2011_2012.pdf)
Auditor's Report, (Auditors_Report_2011_2012.pdf)
Income and Expenditure Budget – 2012 – 2013 (handout)

Treasurer's Report 2011/2012: Dominique highlighted key points in the Treasurer's Report and stated that ascilite was in a good financial position. She further mentioned that financial sustainability continues to be a key issue for the society and that the executive is now looking at moving the society's finances to a calendar year budget (January to December), rather than the current June year arrangement because it more closely reflects the timings of our income and expenditure activities such as the annual conference.

There was no discussion arising from the Treasurer's Report.

PROPOSED RESOLUTION (2012#03):

That the Treasurer's Report of the Australasian Society for Computers in Learning in Tertiary Education for the financial year ending on 30 June 2012 be accepted by the members.

Moved: Allan Christie
Seconded: Cathy Gunn
Show of hands: In favour

Audited Report 2011/2012: Dominique went through the Audited Report for 2011/2012 and asked if there were any questions.

There was no discussion arising from the Audited Report.

PROPOSED RESOLUTION (2012#04):

That the Audited Report 2011/2012 of the Australasian Society for Computers in Learning in Tertiary Education for the financial year ending on 30 June 2012 be accepted by the members.

Moved: Cathy Gunn
Seconded: Allan Christie
Show of hands: In favour

Income & Expenditure Budget 2012/2013: Dominique reviewed the budget forecast for the next 12 months. A query was raised as to why AJET costs are expected to increase during this period. Dominique replied that the increases will be due to hiring and paying for a copy editor and because of the time consuming nature of this process.

Barney Dalgarno raised a question about why CMP costs will increase and Dominique explained that there is no transfer of money or real increase in this item. Rather, what we are doing is separating out the real costs for the first time.

Cathy Gunn asked why Electronic Costs were zero and Dominique explained that those costs have been transferred to another item in the budget and will become part of next year's ICT Implementation project. This project will explore and implement member needs and expectations in regard to ascilite's ICT provisions and the potential of social media to meet these needs and also as a tool to enhance current networking and communication practices.

PROPOSED RESOLUTION (2012#05):

That the Income and Expenditure Budget 2012/2013 of the Australasian Society for Computers in Learning in Tertiary Education be accepted by the members.

Moved: Barney Dalgarno
Seconded: Shirley Reushle
Show of hands: In favour

B3. Ascilite's Strategic Plan, initiatives and activities (Caroline Steel)

Caroline explained that the executive spent two days together in May predominantly working on the revision and development of the ascilite 2012 - 2015 Strategic Plan This plan was significantly informed by the results of the 2012 Member Survey. Four priority areas (Community, Practice, Research and Sustainability) with associated strategic goals and objectives were identified. The executive are continuing to progress the strategic plan through the formulation of operational strategies around these goals and objectives. It is anticipated that the operational plan will be finalised in 2013. Caroline mentioned that this planning meant thinking a great deal about Community and what that meant for members and looking deeply at what Research really means and then finding ways to support the delivery of research oriented activities through programs like the 2012 research webinar series.

B4. Member questions about ascilite's finances, plans and activities (Caroline Steel)

Caroline asked members for any questions or comments.

No questions or comments were offered.

B5. Constitutional Amendments (Caroline Steel)

Caroline referred to the Constitutional Amendments 2012 document and explained that these proposed amendments were in response to two concerns raised at the last AGM by Rob Phillips; (1) the need to clarify the definition of an institutional member and (2) the need to clarify the number of executives on the executive committee. Caroline mentioned that in reviewing these concerns and developing a response a third need was identified that being to clarify the definition of a casual vacancy on the executive.

Caroline asked if there were any questions or comments about the proposed changes. No questions or comments were offered.

PROPOSED RESOLUTION (2012#06):

That the Constitutional Amendments 2012 of the Australasian Society for Computers in Learning in Tertiary Education be accepted and adopted by the members.

Moved: Rob Phillips
Seconded: Cathy Gunn
Show of hands: In favour

B6. Executive Committee Elections (Caroline Steel)

Caroline explained that elections were conducted in November and that in those elections there was an imperative for the groupings of the elected officers to be reorganised so that they are in alignment with the constitution, which divides the executive Committee into two groups, each elected in alternate years. As a result of the November elections, Alan Soong and Oriel Kelly have been

elected to Group Two for a term of one year (2013) and Mark Brown, Elizabeth Greener, Shirley Reushle and Sue Gregory have been elected to Group One for a two year term.

Barney Dalgarno asked how secure and accurate the online voting system is.

Caroline responded that Rob Phillips had raised the same issue in an email and that as a result we looked at Survey Monkey's polling system and decided that it does provide ascilite with an acceptable level of security at this time and for what we need. As an example, she mentioned that the system logs the IP address of each vote which helps to prevent multiple votes by the same member. Caroline further mentioned that we may look at using member ID numbers in the future to further enhance voting security.

A separate question was raised about how many members voted and Caroline indicated that 87 members voted; twice the number that voted in last year's elections.

Caroline then explained that because only one nomination was received for the Vice President/Executive Officer and Treasurer positions respectively, that voting was not required just endorsement of the nominees to the positions.

PROPOSED RESOLUTION (2012#07):

That Philip Uys, being the only nomination for the position of Vice President/Executive Officer be elected unopposed to the Executive Committee for a period of one year and that Mark Brown, being the only nomination for the position of Treasurer be elected unopposed to the Executive Committee for a period of two years.

Moved:	Rob Phillips
Seconded:	Oriel Kelly
Show of hands:	In favour

C. ASCILITE ANNUAL CONFERENCE

C1. 2012 Conference Report.

Caroline invited Mark Brown, conference convenor, to offer any update on the 2012 conference. Mark responded that all up to date information can be found in the President's Report 2012.

C2. 2013 Conference Update.

No update on the 2013 conference was available beyond what is contained in the President's Report 2012.

D. Other Business

No other business was raised.

The meeting closed at 1:45pm