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Monday 24 November 2014, 12:45 pm to 1:35pm (NZST)

Minutes of the Annual General Meeting of the Australasian Society for Computers in Learning in Tertiary Education (ascilite) held on Monday 24 November 2014 at Otago University in Dunedin, New Zealand.

In attendance: Executive Committee: Caroline Steel (President and Chair), Dominique Parrish (Vice President), Mark Nichols (Acting Treasurer), Janet Buchan, Mark Northover, Sue Gregory, Elizabeth Greener, Alan Soong and Allan Christie.

Apologies: Mark Brown (Treasurer).

Members: Liz Coulter (University of Auckland), Chris Campbell (University of Queensland), Carol Russell (University of Western Sydney), Kerry Johnson (University of South Australia), Michael Vehart (EIT Hawkes Bay), Eva Heinrich (Massey University), Rob Phillips (Murdoch University), Georgina Fyfe (Curtin University), Cathy Gunn (Auckland University), Oriel Kelly (New Zealand Technology College), Barney Dalgarno (Charles Sturt University), Gregor Kennedy (Melbourne University), Sue Bennett (University of Wollongong), Jenny McDonald (University of Otago), Reem Al-Mahmood (LaTrobe University), John Egan (University of Auckland), Joanne Doyle (University of Southern Queensland), Helen Farley (University of Southern Queensland), Bronwyn Hegarty (Otago Polytechnic), Shirley Agostino (University of Wollongong), Mark Bassett (AUT University).

A. Preliminary Business

A1. Caroline Steel welcomed all members in attendance and declared the meeting open.

A2. Acceptance of 2013 AGM Minutes (Caroline Steel)

The ascilite AGM 2013 Minutes were made available to ascilite members prior to the meeting by email to all financial members of the Society and on the Society's website.

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PROPOSED RESOLUTION (2014#01):

That the minutes of the 2013 AGM be accepted as a true and accurate record of the meeting.

Moved: John Egan

Seconded: Cathy Gunn

Show of hands: In favour

A3. Business arising from the Minutes (Caroline Steel).

There was no business arising from the previous meeting minutes.

B. Executive Business

B1. Annual Report from the President (Caroline Steel)

The 2014 Annual Report from the President was made available to ascilite members prior to the meeting by email to all financial members of the Society and on the Society's website.

Caroline Steel asked if there were any questions in relation to the President's Report. There were no questions.

PROPOSED RESOLUTION (2014#02):

That the annual report from the President to the 2014 AGM be accepted.

Moved: Mark Northover

Seconded: Allan Christie

Show of hands: In favour

B2. Financial Reports (Mark Nichols)

The 2014 Treasurer's Report was made available to current members prior to the meeting by email to all financial members of the Society and on the Society's website.

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Mark Nichols asked if there were any questions in relation to the Treasurer's Report. There were no questions.

PROPOSED RESOLUTION (2014#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 2014 be accepted by the members.

Moved: Allan Christie

Seconded: Dominique Parrish

Show of hands: In favour

B3. Audited Report 2013/2014 (Mark Nichols)

The 2013/2014 Audited report was made available to ascilite members prior to the meeting by email to all financial members and on the Society's website.

Mark Nichols asked if there were any questions in relation to the Audited Report. There were no questions.

PROPOSED RESOLUTION (2014#04):

That the 2013/2014 Audited Report of the Australasian Society for Computers in Learning in Tertiary Education for the financial year ending on 30 June 2014 be accepted by the members.

Moved: Cathy Gunn

Seconded: Barney Dalgarno

Show of hands: In favour

B4. Income & Expenditure Budget 2015 (Mark Nichols)

The proposed 2015 Income & Expenditure Budget was made available at the meeting as a slide and Mark Nichols noted that this is the first calendar year budget presented to members in accordance with the change in reporting period accepted by members at the 2013 AGM.

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Mark asked if there were any questions in relation to the budget forecast and there was one question in relation to community mentoring program costs.

PROPOSED RESOLUTION (2014#05):

That the 2015 Income and Expenditure Budget of the Australasian Society for Computers in Learning in Tertiary Education be accepted by the members.

Moved: Gregor Kennedy

Seconded: Janet Buchan

Show of hands: In favour

B5. Proposed Constitutional Amendment (Mark Nichols)

The proposed constitutional amendment was made available to all financial members of the Society prior to the meeting by email and at the meeting in the form of a handout (appendix A). Reasons for the proposal were presented at the meeting in the form of a slide:

- Ascilite is not legally required to undertake an audit until revenue reaches \$500,000 per annum.
- Not undertaking an annual audit will save the Society time and money, i.e. at least \$A1200 p.a.
- For reporting purposes, a reconciliation of accounts (cost: \$A2000 p.a.) is considered sufficient.
- Robust processes are in place for financial transactions and reporting and these are detailed in the proposed amendment.

Mark Nichols explained the proposed amendment and asked if there were any questions.

Barney Dalgarno (Charles Sturt University and Lead Editor of the Society's journal) expressed some concern about financial risks to the Society and asked what other associations do in this situation. In response, Rob Phillips

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(Murdoch University) commented that he had reviewed the proposed change prior to the meeting and was satisfied with it. Mr Dalgarno responded that since Mr Phillips had reviewed the proposal, he was also satisfied with it. Dominique Parrish added that the Society also retains insurance to minimise financial risks to the Society. There were no further questions.

PROPOSED RESOLUTION (2014#06):

That the proposed constitutional amendment of the Australasian Society for Computers in Learning in Tertiary Education be accepted by the members.

Moved: Kerry Johnson

Seconded: Allan Christie

Show of hands: In favour

C. Executive Elections

C1. Executive Committee Elections (Caroline Steel)

The President reminded members that nominations for the Executive Committee were called on 16 September 2014 and nominations were called for the position of Treasurer and up to four non-office bearer positions on the committee and this was followed by a poll conducted from 6 to 28 October 2014.

The President announced the results of the poll as being that Mark Nichols was elected as Treasurer since he was the only nominee for that position; Sue Gregory was re-elected to the committee for a two year term and Mark Northover was also elected for a two year term. In addition, two new committee members; Chris Campbell (University of Queensland) was elected for a two year term and John Egan (University of Auckland) was elected for a one year term due to the constitutional rule in relation to election group terms.

The President announced that Liz Coulter and Alan Christie had agreed to be co-opted to the Executive Committee for another year.

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PROPOSED RESOLUTION (2014#07):

That Mark Nichols be elected to the Executive Committee as Treasurer for the specified term:

Moved: Sue Gregory

Seconded: Philip Uys

Show of hands: In favour

PROPOSED RESOLUTION (2014#08):

That Sue Gregory, Mark Northover, Chris Campbell and John Egan be elected to the Executive Committee for the specified terms:

Moved: Dominique Parrish

Seconded: Oriel Kelly

Show of hands: In favour

D. Annual Conference

D1. Annual Conference Update (Caroline Steel)

The President asked the 2014 conference convenor to comment on the conference and Ms Bronwyn Hegarty informed members about the status of the conference. Caroline added that initial plans for ascilite 2015 to be held at Curtin University in Perth, Western Australia were well underway.

E. Other Business

E1. Other Business (Caroline Steel)

The President thanked Gregor Kennedy, Lead Editor of the Society's journal (Australasian Journal of Educational Technology) for his contribution to the journal as he was retiring.

No other business was discussed and the President thanked members for attending the meeting. The meeting closed at 1:35pm