Report of the fifth Council meeting of the
International Consortium for Educational Development (ICED)
held on 19 April and 22 April 1998 in Austin, Texas

A   Members

National networks represented at the fifth ICED Council meeting were:
Arbeitsgemeinschaft fur Hochschuldidaktik e.V. (AHD) in Germany,
     represented by Wolff-Dietrich Webler (from Universitat Bielefeld);
Contactgroep Academisch Onderwijs (CgAO) in Belgium,
     Represented by Carla Nelissen (from Vrije Universitaeit Brussel);
Contactgroep Research Wetenchappelijk Onderwijs (CRWO) in The Netherlands,
     Represented by Peter Bouhuijs (from the University of Maastricht);
Danish Network for University Education (DUN) in Denmark,
     Represented by Karen Juul-Olsen (from Aarhus Universitet ; (22 April only)
Higher Education Research and Development Society of Australasia (HERDSA),
     Represented by Owen Hicks (from the University of Western Australia);
The Norwegian Network for Higher Education (PEDNETT) in Norway,
     Represented by Gunnar Handal (from the University of Oslo);
Professional and Organisational Development Network in Higher Education (POD) in USA,
     Represented by Kay Herr Gillespie, President (from the University of Georgia);
Eric Kristensen, immediate Past President (from Berklee College of Music, Boston);
Karron Lewis, past President (from the University of Texas at Austin); Dan Wheeler, past
President (from the University of Nebraska, Lincoln)
Staff and Educational Development Association (SEDA) in the UK,
Represented by Ranald Macdonald (from the Open University) and Liz Beaty (from
Coventry University);
Society for Teaching and Learning in Higher Education (STLHE) in Canada,
     Represented by Pat Rogers (from York University, Ontario);
Swedish Network for Educational Developers (SwEDNett),
     Represented by Brit Ronnback (from Stockholm University)
Swiss Educational Research Association (SERA)
     Represented by Marcel Goldschmid, (from the University of Lausanne)
An emergent network in Singapore
     Represented by David Johnston, Temasek Polytechnic (22 April only)

Officers present were: The new **Chair of the Consortium:** Carole Baume (from The Open University and SEDA), **Convenor:** Graham Gibbs (from The Open University). **Secretary:** Karen Cvijetic (from The Open University). **Co-editors of the International Journal for Academic Development:** David Baume (from The Open University and SEDA), Chris Knapper (from Queens University, Kingston and STLHE), and Patricia Weeks (from Queensland University of Technology and HERDSA).

Visitor: Dr Hilton Fransman, (from Peninsula Technikon) of the South African Association for Research and Development in Higher Education (SAARDHE) attended on the 22 April to update members on the current position in South Africa with respect to the and SAAAD/IHEDSA.

B   Introduction

In welcoming representatives and Officers, the new Chair of the Consortium Carole Baume reminded members of the aims of ICED, as:
1   To help partner organisations to develop their capacity for educational development in higher education through sharing of good practice, problems and solutions.
2   To enlarge the number of partner organisations of ICED.
3   To help educational developers in countries where no national network exists to form such a network.
4   To support educational development in higher education in developing countries.
5   To link with other related national and international organisations.

And the particular aims of the Council meeting in 1998 as:
1   To learn from best practice and mistakes of represented networks.
2   To plan future activities of ICED.
3   To offer support to existing and new networks.

C   Reports from partner organisations

Each network representative introduced their network, focusing on recent developments and the current challenges facing the networks. Appendix 1 gives a brief outline of these presentations.

D   Planning ICED's next conferences and Council meetings (Part One)

1999 Maastricht
Peter Bouhuijs reported that the University of Maastricht was unfortunately no longer able to host the conference, although it would be possible to hold workshops for Council members and the Council meeting in Maastricht in 1999.

2000 Brisbane
Patricia Weeks reported that Queensland University of Technology was unfortunately no longer able to host the conference in 2000 due to the changes in structures at the university.

Three proposals were then considered for hosting the 2000 conference:

1   AHD (Wolff-Dietrich Webler)

2   PEDNETT (Gunnar Handal)

3   SEDA (Ranald Macdonald and Liz Beaty)

Action: *A sub-group comprised of Kay Herr Gillespie, Pat Rogers and Owen Hicks was asked to meet with the members who submitted proposals and put forward a recommendation to the Council at the meeting on Wednesday 22 April 1998 for the conferences or workshops in 1999 and 2000 and beyond. Their report is at Appendix 2.*

1998 Learning from the Austin Conference

Karron Lewis, Past President of POD, joined the Council to report on the organisation of the Conference in Austin. Karron reported that organising the conference was a very rich experience. Karron estimated that the conference would cost $78,000. This cost is to be covered by the 198 registrations (some of which are only for one day). The financial outturn is not yet known. It was agreed by the Council that if there was a shortfall on the Austin conference, members would ask their national networks to contribute funding.

The papers for the conference were reviewed electronically and this has proved a good system. There will be 98 presentations and 10 parallel sessions. A full time administrator was hired to work solely on organising the conference for eight months.

On behalf of the Council, the Chair thanked Karron Lewis and her team for all their hard work in preparing for the conference.

E   Funding for ICED

Graham Gibbs reported he had been unsuccessful in his attempts to get Foundation funding when ICED was first formed. Funding had been obtained for two years from British Telecom. An application for European funding from the SOCRATES programme, had been unsuccessful on two occasions.

Funding is now urgently needed to enable countries who have very little access to resources to send members to ICED.

Action: *Graham Gibbs would convene a sub-group comprised of Peter Bouhuijs, Kay Herr Gillespie and Wolff-Dietrich Webler which would look into ways of obtaining funding for ICED. They would consider funds such as Carnegie, Fulbright, Ford and European funds. They would report plans on 22 April and then report in full to the next meeting of Council.*

F   The International Journal for Academic Development (IJAD)

The Editors reported that the first two volumes of IJAD had been published and Volume 3:1 is currently at press.

It was reported that as Kogan Page no longer publish journals, IJAD will now be published by Routledge.

Routledge would like the Editors to increase the number of journals issues from 2 to 4 each year. The Editors estimate that from 2000 they should be able to produce 3 issues a year.

The Council agreed that it was not necessary for every issue to be themed. It may be possible to use a guest editor for one issue each year when three issues are published each year.

G   ICED WWW

Council congratulated Karron Lewis on the excellent web pages giving information on the 1998 conference. It was agreed that the home page and links to the member networks now need strengthening.

Action: *Ranald Macdonald to design the web architecture and Karen Cvijetic to maintain the information.*

H   (22 April) New and emergent networks

South Africa
Council was joined by Hilton Fransman of the Peninsula Technikon in Cape Town who outlined developments in the two national networks in South Africa. SAAAD which is changing its name to IHEDSA (Institute for Higher Education and Development in South Africa) and SAARDHE (South African Association for Research and Development in Higher Education).

An outline of Hilton's report is included in Appendix 1.

Singapore
Council also received a report from David Johnston of Temasek Polytechnic, Singapore. An outline of David's report is also included in Appendix 1.

David was invited to talk to members of the Council for advice on setting up a network. It was hoped that a special meeting would be held at the HERDSA conference to discuss further the setting up of a HERDSA branch in Singapore.

Using international members

It was noted that some of the member networks have international members. It was recommended that national networks should contact their international members to inform them about ICED and to encourage them to develop new networks in areas where none currently exist.

Action: *The Secretary will post a reminder to member networks to contact international members on the ICED List-serv and to make it an agenda item at the next Council meeting.*

I   Report back from the Conferences Sub-group

A report from the Conferences sub-group (see Appendix 2) was distributed. On the basis of the discussion on this report the following decisions were made by the Council:

1999   That a Council meeting and workshops on Problem Based Learning will be held at the University of Maastricht. Peter Bouhuijs agreed to host this event. It was agreed that the best time for the workshop was the end of April, beginning of May and Council members were encouraged to contact Peter with further suggestions.

Action: *The Secretary to add to the agenda for the 1999 Council meeting the following items: How are conferences funded?*
Should ICED have a bank account?

2000   That the 2000 conference and meeting would be held in Germany hosted by AHD, with collaboration from PEDNETT and SEDA.

It was noted by the Council that wherever possible Council meetings should straddle a conference or workshop to allow working groups to meet to progress matters, as in Austin (the conference and funding sub-groups).

If possible plenary sessions of the conference should include a translation track to attract other networks to ICED.

J   Report back from the Funding Sub-group

A report was distributed by the Funding sub-group (see Appendix 3), outlining how funding should help members to travel to conferences and meetings and help ICED develop events.

Action: *Outcomes of bids for funding will be posted on the ICED website, and a report will be made to the next Council meeting by the funding sub-group.*

K   Report back from the IJAD Editors' meeting

A report from the IJAD Editors meeting was distributed (Appendix 4).

It was noted that the address for the IJAD webpage is: http://www.queensu.ca/idc/ijad and the contents pages from the past issues of the Journal will be put on the webpage.

The Council supported the following proposals:

(i)   to publish three issues a year from 2000 as suggested by the Editors, who had been asked to increase the number of issues produced by Routledge.

(ii)   to include a news section in the Journal although the majority of each issue should remain academic papers.

(iii)   to disband the Editorial Board following issue 3.2 of the Journal and constitute a new Editorial Board constituted for issue 4.1.

Action: *The Editors to draw up a job description and person specification for Board members and send this to Council members to make nominations for the new Editorial Board. Ratification of the Editorial Board will take place in December 1998 by Email.*

Action: *The Chair is to write and formally thank Gay Crebert for her work as Reviews Editor.*

Action: *The Secretary to place occasional reminders on the List-serv about IJAD, asking members to keep an eye out for papers, particularly from new authors and countries from which no paper has yet been published.*

L   Proceedings of the 1998 Conference

Karron Lewis agreed to coordinate publishing of the proceedings. Karron will talk to New Forums or Anchor about publication. There will be liaison with Patricia Weeds about publishing papers from the conference in IJAD and with Wolff-Dietrich Webler about publishing papers from the conference in the AHD journal.

M   Closure

In closing the meeting, the Chair thanked members for attending and participating so positively and thanked Karron Lewis for facilitating such a wonderful conference.

Appendix 1
A brief outline of this year's highlights and challenges faced by each of the represented networks

AHD in Germany, represented by Wolff-Dietrich Webler

AHD is undergoing change. Later this year the name of the organisation will change to SDLHE. New Federal laws have been introduced in Germany, which means that Universities are to focus more on teaching competences. There are 140,000 teachers in higher education, 60 are professionals and about 30-35 hold workshops.

There are attempts to change the structure of AHD. More workshops are to be held. Regional groups are being founded to multiply activity centres. The AHD Board is working out a curriculum for Higher Education Teachers. The organisation is trying to define "what is a good teacher?".

The Centre at Bielefeld in working on a bi-lingual programme in management/administration as well as teaching. The Centre is translating the materials, so ICED members might soon receive a letter asking for help in testing their programmes.

AHD is building close connections with research organisations and the organisation is building its research and development activities.

CgAO in Belgium, represented by Carla Nelissen

CgAO has not changed much from last year. The organisation meets 5 or 6 times a year. The organisation got stuck on research and did not concentrate on anything else. The organisation has now agreed that they need to formalise and to have a constitution. Not everyone agrees yet on the range of activities to be produced, although there is a need for improving communication about the organisation within each institution.

Challenges facing CgAO include:
- the organisation becoming too specialised and focussing mainly on research
- the fact that there is no induction procedure for new members
- the issue of succession as the President wants to retire
- improvement of communication within and between institutions
- the organisation wants to produce publications
- the organisation wants to produce activities for teachers
- the need to spread information to non-University Higher Education teachers
- the fact that members do not want to do more work
- the range of activities the organisation wants to produce: research and development

CRWO in The Netherlands, represented by Peter Bouhuijs

Carla Nelissen is joining the editorial board of the book series. Three books have been published this year. There have been large improvements nationally in The Netherlands. $80 million is to be distributed annually between 14 universities for three years, and the most popular funded projects are IT and teacher training. This year the number of educational developers has risen from 150 to 200.

Universities have to get prepared for a change in view of secondary school reforms in the near future. Secondary students can get credits for doing an introductory course at a university. Secondary education is now asking "what is active learning?" Three centres have contracts now with secondary schools,

Challenges facing CRWO include how to achieve mandatory teacher training, and the problem that centres are working individually and not as a national network.

HERDSA in Australia, represented by Owen Hicks

Membership of HERDSA has declined slightly, there are now 900-1000 members. There is a new branch of HERDSA in Hong Kong, with expressions of interest from Singapore and Malaysia. The organisation has to decide the boundaries of Australasia.

HERDSA has some financial constraints due to the decline in membership and the reduced sales of HERDSA publications. A Portfolio Group has been formed to raise the profile of research and higher education researchers in the organisation.

A submission was made to the West Committee and universities are now waiting for the final paper, but the report is not likely to have the impact first thought.

One of the major problems facing universities in Australia is that the funding situation for Higher Education is getting worse.

PEDA-forum in Finland (David Baume introduced a report sent by Anita Nuutinen)

The report sent by Anita detailed an evaluation of the network. The network was formed in 1994. There is no requirement for the training of Higher Education Teachers in Finland. Despite the fact that the primary culture in Finland is research, the network has a wide range of activities:- a bulletin (which is becoming more of a journal), publishing (the first book has been published), a www site, teaching development seminars on-line, and workshops. PEDA-forum is based at OULU and Jyvalaskya.

PEDNETT in Norway, represented by Gunnar Handal

The part of the network represented by Gunnar is the voluntary part of the organisation. There is also a statutory part. There used to be an advisory group for universities, but there is now a new council embracing universities and colleges. To continue to be effective PEDNETT has to become a more formal network. There are 100-150 members of the organisation. A new 3-4 week programme for teachers in Norway is being made mandatory, in which where teachers have to document all of their qualifications. A student evaluation of teaching is also being introduced. A big issue for Norway is curriculum development consultation.

POD in USA, principally represented by Eric Kristensen and Kay Herr Gillespie

There are over 1000 members of POD from the USA, Canada, and 13 other countries and POD is directed mainly to faculty development at University level.

The organisation has 2 staff members, a full time administrative assistant and a Manager of Administrative Services. The organisation has an annual budget of $200,000. This provides a POD conference, programmes, and support for members.

Issues for POD include the discussion of standards for faculty developers and possible relationships for the growing number of Teaching Assistants within the network.

The next POD conference will be held in Utah, October 15-18 1998.

SEDA in the UK, represented by Liz Beaty and Ranald Macdonald

Teacher accreditation is to become a national scheme. An Institute for Learning and Teaching will be established following the Dearing report. This Institute will use a framework very like the SEDA's for accreditation. There are 70 organisations involved in the SEDA scheme. The SEDA Fellowship scheme is growing and there is now an Associate Fellowship Scheme. There has been a recent increase in the number of educational developers jobs in the UK.

At a recent SEDA conference there were very few SEDA members present and it was hoped that the majority of the new participants would join SEDA. To support this increase in new members SEDA is publishing a book about networking. Challenges currently facing SEDA include succession planning for officers and continuing to increase active participation in the organisation by new members. A five year planning discussion paper is on the web site.

STLHE in Canada, represented by Pat Rogers
The main issue in Canada is the accreditation of teachers. STLHE is attempting to generate a national debate on the issue under the title "Making University Teaching Count." There are 500 members of the organisation, and 40 of those are educational developers and the rest faculty members. Attendance at the annual conference is growing and the format is highly interactive. Finances of the organisation are improving and this allows more support for the administration of the Society's affairs.

SERA in Switzerland, represented by Marcel Goldschmidt

There is an informal and formal organisation in Switzerland. The formal organisation has an annual conference and produces a journal. The informal organisation has a conference every two years and this year it will be on IT and held in Lausanne in June. There is a legal requirement for the evaluation of university teaching in some Swiss Cantons.

SwEDNett in Sweden, represented by Brit Ronnback

SwED-net was formally constituted in November 1997 to become a member of ICED after being an informal network for educational consultants at the universities since the beginning of the 1970s.

The aim of the network is to stimulate the educational development in higher education. The goals are:
- Information exchange both nationally and internationally
- Development for members, by arrangement of workshops, subscriptions to IJAD, and net based information about conferences and publications
- Visibility and dissemination of educational development work
- Striving for an active role in the development of educational development in Sweden in relation to national agencies etc.
- To get members from all universities and colleges in Sweden

Members can be institutions and individuals, and IJAD is part of the membership fee. After the formalisation of the network membership has grown from 35 to 90 members.

The network is so far led by a group of three people Håkan Hult, from the University of Linköping, Birgitta Giertz, University of Uppsala and Brit Rönnbäck, from the University of Stockholm and the Royal Institute of Technology, Stockholm from ??.

A report from South Africa by Dr Hilton Fransman

Council was joined by Hilton Fransman of the Peninsula Technikon in Cape Town who outlined developments in the two national networks in South Africa. SAAAD which is in the process of changing its name to IHEDSA (Institute for Higher Education and Development in South Africa) and SAARDHE (South African Association for Research and Development in Higher Education).

Both networks publish journals. IHEDSA publishes the South African Journal for Academic Development, and SAARDHE publishes the South African Journal for Higher Education. In South Africa institutions receive money if a member of staff has an article published in an accredited journal. This is normally between $1600-$1800 and is divided three ways between the University, the department and the author.

SAARDHE organises a conference every two years and the next will be held in Cape Town on 29 and 30 June and 1 July. Details are to be circulated.

Higher Education in South Africa has been affected by a newly passed bill, limiting the degree of autonomy of universities. There have been many financial cut backs which will eventually hit the universities. For example Cape Town University has seen its 14 Faculties reduced to 6.

SAARDHE and IHEDSA are moving closer together and are planning joint conferences for the future.

The President of SAARDHE is:

Prof Philip Higgs, President SAARDHE, UNISA, PO Box 392, Pretoria 0001, South Africa. Email: higgsp@alpha.unisa.ac.za.
Professor Higgs is also the Editor-in-Chief of the journal.

A report from Singapore by David Johnston

David Johnston described the situation at Temasek Polytechnic where there are 6 faculty developers. The Polytechnic uses the Teaching in Higher Education Certificate accredited by SEDA for all new lecturers. Existing faculty staff have to complete a bridging programme to gain an equivalent to the Certificate, and presently there are 270 staff taking this programme.

David would like to establish a network in Singapore.

Appendix 2
Report from Conference Sub-group (Kay Herr Gillespie, Owen Hicks, Pat Rogers)
Conference Planning

We offer the following for your consideration, having taken into account the criteria and opinions we heard you express.

1. We recommend an annual meeting of the ICED Council and the presentation of an international conference every two years.

Rationale   Annual meetings of the ICED Council are necessary in order to continue to build the sense of community and conduct the business needed to fulfil ICED's goals. However, an international conference requires a great investment of resources – time, energy and funding. Holding the conference every two years will not, in our opinion, disrupt the building of community, yet will allow wise use of resources.

2. We recommend that Council meetings, in years when no ICED conference is held, be convened if possible in conjunction with a national or regional conference and/or that the meeting have the flavour of an international symposium.

Rationale   In itself, the association of the ICED Council meeting with a national or regional conference will contribute to fulfilment of goals. Providing the flavour of an international symposium may assist delegates in procuring funding for attendance.

3. We recommend the 1999 meeting be held in The Netherlands.

Rationale   The Netherlands had been the potential 1999 conference site and had announced its willingness to host a Council meeting. While the POD Network would be both honoured and delighted to host the Council meeting in conjunction with the '99 annual conference, we recommend The Netherlands be given first consideration in the interests of geographical diversity.

4. We recommend the Council meeting and conference for the year 2000 be held in Germany.

Rationale   Each of the three proposals – Germany, Norway, and the U.K. - is enticing, and the work and offers are to be greatly appreciated. In making this recommendation, we considered the interest expressed in geographical diversity, the likelihood of some external funding support, and the inclusion of the virtual component. The past and present geographical line-up might then look something like this:

1994 – UK (Council meeting)
1995 – UK (Council meeting and workshop)
1996 – Finland (conference)
1997 – UK (Council meeting and workshop)
1998 – US (conference)
1999 – The Netherlands (Council meeting and workshop)
2000 – Germany (conference)
2001 – Norway (?) (Council meeting)
2002 – Canada, Australia, developing area such as Eastern Europe, South America, or Africa (conference) (See #2 below)

ADDITONAL THOUGHTS

1. We assume that ICED, and its member networks, will continue developing infrastructures and a funding base(s) that would enable annual conferences-if desired.

2. As infrastructure and funding base are enhanced, we recommend consideration be given to holding an event (conference) in a developing area, even in the absence of a well developed, formalized national or regional network. However, we recognise that this thought might be somewhat daunting. (One Council member has developed contacts in Russia, for example, and perhaps also in Eastern Europe).

3. We did not feel that time allowed us to develop meaningful comment upon conference theme or long-range planning. However, we believe that the conference focus should directly relate to educational development, that is, the process of promoting enhanced teaching and learning, inclusive of the several categories of this process – faculty/staff; instructional; administrative; organisational; and, perhaps, even personal development.

Appendix 3
ICED Funding Group

Graham Gibbs, Kay Herr Gillespie, Peter Bouhuijs, Wolff-Dietric Webler.

Possible sources:

1. Kay will find out about possible funding from Ford, Carnegie, Fullbright
2. Peter will find out about 'Cultural Treaties'
3. Wolff will find out about EU sources, DAAD and Humboldt
4. Graham will find out about the British Council and NATO.

Possible uses of funding

1. To enable individuals or small groups to visit other educational development centre in other countries
2. To enable those from Eastern Europe or elsewhere to visit ICED events or Western centres
3. To support ICED Council events and possible workshops by describing them as 'exchanges'
4. To support R&D projects such as collection of descriptions of practice or research into practice.

Action ·

1. Find out
2. Place information about sources open to individual educational developers on the ICED www site.
3. To discuss as a Funding Group possible projects or other ICED initiatives which funding sources might support.
4. To support each other in writing bids (possibly from different country bases).
5. To report back on progress to the next ICED Council meeting.

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Appendix 4
Notes of the Meeting of the IJAD Editors on Tuesday 21 April 1998, Austin, Texas.

Present: Editors: David Baume, Chris Knapper, Tricia Weeks
                Editorial Assistant: Karen Cvijetic

1.   The Editors feel that Volumes 1 and 2 of the Journal were successful.

2.   Volume 3.1, edited by David, will be published in late May, early June.

3.   Volume 4.1 will be a themed issue about the 1998 conference in Austin and will
        be edited by Tricia.

4.   Pages relating to members of the ICED Council are currently being updated for
        Volume 3.1.

5.   An IJAD Web page has been designed. Proposals can now be submitted via the
        web.

6.   The Editors felt that the Journal was not yet stable enough to be edited by a guest
        editor. The editors will reconsider this decision at a later date.

7.   The requested increase in the number of issues per year (from 2 to 4), will be
        discussed by David Baume with Routledge. There may be some room for
        negotiation in the length of the Journal that could make an increase in the number
        of issues produced per year possible. No changes would take place until 2000.

8.   The editors will encourage the Editorial Board to take more responsibility for
        getting papers of a high enough quality from a wider range of countries.

9.   The Editors propose that the present Editorial Board be disbanded following the
        publication of Volume 3. Members of the Council should then submit names of
        members of their network, knowledgeable in writing and publishing. The
        submission of names should include an eligibility qualification. Ratification of
        the Editorial Board will take place in December 1998 by Email.

10.   Following the resignation of Gay Crebert, David will approach Jacqui Mintz, to
        become the new Reviews Editor for IJAD.

ACTION POINTS FROM THE
ICED COUNCIL MEETING
19 AND 22 APRIL 1998

Action: *A sub-group comprised of Kay Herr Gillespie, Pat Rogers and Owen Hicks was asked to meet with the members who submitted proposals and put forward a recommendation to the Council at the meeting on Wednesday 22 April 1998 for the conferences or workshops in 1999 and 2000 and beyond. Their report is at Appendix 2.*

Action: *Graham Gibbs would convene a sub-group comprised of Peter Bouhuijs, Kay Herr Gillespie and Wolff-Dietrich Webler which would look into ways of obtaining funding for ICED. They would consider funds such as Carnegie, Fulbright, Ford and European funds. They would report plans on 22 April and then report in full to the next meeting of Council.*

Action: *Ranald Macdonald to design the web architecture and Karen Cvijetic to maintain the information.*

Action: *The Secretary will post a reminder to member networks to contact international members on the ICED List-serv and to make it an agenda item at the next Council meeting.*

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                              Should ICED have a bank account?*

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