



ACODE 33

A report of the annual general meeting and business meeting of the Australasian Council on Open, Distance and E-learning (ACODE) held on Tuesday 28 October 2003 at Macquarie University, Sydney, 9am to 11.45am.

First Annual General Meeting

1. WELCOME

From the Chair, Professor David Rich welcomed delegates, particularly those attending for the first time, including Ann Deden from OLA.

2. ATTENDANCE AND APOLOGIES

NAME	INSTITUTION
Mr Geoff Arger	Swinburne University
Mr Alan Arnold	Australian National University
Mr Patrick Blanchard	University of Melbourne
Ms Helen Carter	University of Wollongong
Ms Beth Cavallari	University of Queensland
Dr Ann Deden	OLA
Ms Charmian Eckersley	University of Newcastle
Dr Tony Gilding	James Cook University
Ms Arlene Gofers	OTEN
Ms Christine Goodacre	University of Tasmania
Dr Maree Gosper	Macquarie University
Dr David Green	Flinders University
Professor Gail Hart	RMIT
Dr Alistair Inglis	Victoria University
Professor Denise Kirkpatrick	University of New England
Associate Professor Tony Koppi	University of New South Wales
Dr Jeanne McConachie	Central Queensland University
Dr Erika Martens	La Trobe University
Dr Jim Millar	Edith Cowan University
Ms Jenny Millea	Education.au
Mr Chris Morgan	University of Sydney
Ms Roisin O'Reilly	University of Western Sydney
Dr Sharon Parry	Southern Cross University
Dr Rob Phillips	Murdoch University
Ms Ruth Quinn	Charles Darwin University
Professor David Rich	Macquarie University
Associate Professor Yoni Ryan	Monash University
Associate Professor Alan Smith	University of Southern Queensland
Mr Gordon Suddaby	Massey University
Ms Deborah Veness	University of Canberra

Ms Jan Whittle
Ms Carolyn Wivell

Charles Darwin University (observing)
Macquarie University (minutes)

APOLOGIES TENDERED BY
Professor Shirley Alexander
Dr Victor Chen
Ms Judith Clark
Associate Professor Geoff Crisp
Dr Michael Crock
Professor John Harris
Mr Allan Herrmann
Ms Helen Livingston
Stephen Marshall
Mr Peter Nicholson
Associate Professor Ted Nunan
Professor Bruce Shortland-Jones
Ms Deborah Southwell
Professor Roger Wales
Professor Carolyn Webb
Professor Vicki Williamson

INSTITUTION
UTS
University of Canterbury
University of Ballarat
University of Adelaide
Griffith University
Monash University
ADFA
Deakin University
Victoria University (NZ)
DEST
University of South Australia
Curtin University of Technology
University of Western Australia
La Trobe University
University of Western Sydney
University of Ballarat

3. REPORT FROM THE CHAIR

Professor Rich invited comment on his report which had been distributed prior to the meeting. The meeting noted the report without comment.

4. TREASURER'S REPORT

The Treasurer, Assoc. Professor Alan Smith, provided an explanation of the financial documents distributed, namely the audited statement of income and expenditure for the calendar year 1 January to 31 December 2002 and the statement of income and expenditure for the period 1 January to 22 October 2003. Expenditure for the remainder of the year will most likely result in a small deficit for the current year, thereby reducing the amount of the accumulated surplus. Assoc. Professor Smith noted that the ACODE funds would be transferred from a Macquarie University account to an ACODE bank account in 2004.

5. FINANCIAL PLAN 2004

Assoc. Professor Smith elaborated on the draft 2004 Indicative Budget distributed with the papers, with explanations of the amounts allocated to individual items, noting the increase in income from higher subscriptions.

The meeting endorsed all the financial documents, including the draft Indicative Budget, as provided.

6. REPORT ON ELECTION TO THE EXECUTIVE

Professor Rich reported the results of the election for the Executive for 2004 as follows:
Professor Denise Kirkpatrick elected as Chair unopposed.
Ms Christine Goodacre elected as Deputy Chair unopposed.
Professor Rich congratulated the successful candidates.

The election for two positions as Executive Member will close at 5pm EDST on Thursday 30 October. There are four candidates: Helen Carter, Maree Gosper, Rob Phillips and Yoni Ryan.

ACTION: C. Wivell to notify members of the result of the election for Executive members.

7. ANY OTHER BUSINESS

7.1: Recommendation of Affiliates.

The following motion was put by the Chair to the meeting on the recommendation of the Executive.

Motion: That the following be invited to become ACODE Affiliates:

- TAFENSW/OTEN
- Open Learning Australia
- Education.au

The motion was passed unanimously.

The annual general meeting was closed at 9.15am.

Business Meeting

[Note: Only items marked * were considered for discussion. Unstarred items were accepted/adopted as distributed]

8. MINUTES OF PREVIOUS BUSINESS MEETINGS

- ACODE 31 (Approved as distributed)
- ACODE 32 (Approved as distributed)

9. MATTERS ARISING FROM PREVIOUS BUSINESS MEETING

There were no matters arising.

10. ACODE ADMINISTRATION

10.1 ACODE Action Plan (Noted as distributed)

10.2 ACODE Web site and logo (Noted as distributed)

10.3 Proposed Changes to the Constitution (Changes accepted and adopted as distributed)

11.* CONSULTATIONS WITH AVCC AND DEST

Professor Rich reported on five activities under this item.

11.1 ACODE Submission to the MCEETYA Action Plan

ACODE provided a submission in September to the review process for the MCEETYA Action Plan which has been acknowledged. Advice from DEST is that there will be a delay in drafting the Action Plan. A ministerial statement will be released before the draft Action Plan.

11.2 Meetings with DEST

Professor Rich and Professor Kirkpatrick have had a series of meetings with officers from the department: Dr Evan Arthur, (Branch Manager, Innovation and Research Branch), Dr Carol Nicoll, (Branch Manager, Funding Branch), Ms Lois Sparkes (Branch Manager, Quality, Equity and Collaboration Branch) and Dr Elizabeth McDonald, (Director, Teaching and

Learning Unit). Topics covered included: the collaboration fund; the NILTHE process; disabilities provision, especially in e-learning; international education and the role of distance education techniques. Further meetings are planned with Lois Sparkes and Elizabeth McDonald, who have asked to be added to the ACODE mailing list.

11.3 Meetings with AVCC

Professor Kirkpatrick and Professor Rich met with CEO, John Mullarvey. Topics covered included the possibility of teaching infrastructure funding, the NILTHE and the AVCC Working Party to be established early next year to develop the AVCC approaches to each political party prior to next year's federal election. Professor Kirkpatrick and Professor Rich had a further meeting with Mr Paul Stubing (Information Policy and Copyright Director) and Mr Conor King (Policy and Coordination Director) to establish contact.

11.4 Links with AUTC

Details of the National Teaching Forum are now available on the AUTC web site. The National Teaching Awards will be held on 2 December 2003.

11.5 Relationship with the group of DVC's (Academic)

A meeting with this group is proposed for December 2003.

ACTION: Executive will continue to maintain and foster links with each of these groups.

12.* SUBMISSION RELATING TO THE NATIONAL INSTITUTE FOR LEARNING AND TEACHING IN HIGHER EDUCATION (NILTHE)

Discussion on this item followed a preliminary discussion held during the ACODE 33 Workshop (27 October) when a document setting out the key principles of the ACODE submission was tabled. Accreditation emerged as a major item for discussion. The various possible approaches to this issue were debated at length. Points covered included

- Accreditation of a qualification vis a vis the accreditation of an individual.
- The role of the professional associations in accreditation (cf other professions).
- The role of the institutions.
- Accreditation as a motivation for acquiring qualifications.

It was proposed that ACODE's submission would support the position that the NILTHE have a role in accreditation by setting standards but that it would not be an accrediting body in its own right. The vote on this proposition indicated unanimous agreement.

Professor Kirkpatrick outlined the further process to be followed in the establishment of the Institute, including the opportunities for ACODE to be included in the consultation.

ACTION: Executive to finalise the submission on the NILTHE to be delivered to Canberra by Friday 31 October.

13.* COLLABORATION WITH CAUL AND CAUDIT

Professor Rich reported on the outcomes of the Joint Executive meeting of the CAUL, CAUDIT and ACODE Executives held in Brisbane on Friday 24 October. Agreement was reached on the following items.

- The Memorandum of Understanding (MOU) between the three organisations will be extended to be a three-yearly agreement. The substance of the agreement remains unchanged apart from the removal of item 5 which specified particular activities.
- The organisations will usually work separately on national agenda items but will share information on requests and submissions. There may be occasions where a joint submission will be appropriate.
- The three organisations will jointly and equally sponsor Educause in Australasia and will support the bid for the 2005 event to be held in Auckland. Each organization will have representatives on the Organising Committee and the Program Committee.
- CAUDIT have agreed to consider the possibility of upscaling the CAUDIT Institutes to provide professional development opportunities to ACODE and CAUL representatives.
- The three existing joint working parties (Knowledge Management, Information Literacy, and Staff Development) will be terminated in their existing form. Each organisation will continue to work independently on these issues and share information. It was also agreed that
 - before any further joint working parties were established that the joint executives would develop formal principles and clear terms of reference with clear deliverables.
 - ACODE would be responsible for exploring the issue of Knowledge Management via an ACODE Working Party and would then report back to the joint executive. Alistair Inglis has expressed interest in this issue.
 - Each Executive would look at a proposal to set up a group to do an audit of professional development processes and programs.
- There will be two joint executive meetings next year, dates to be determined.

ACTION: The Executive will need to follow up on each of these items.

14.* DISCUSSIONS WITH WEB CT

Professor Rich reported that Ms Karen Gage from WebCT had meetings both with the ACODE Executive and with the CAUDIT Executive to discuss the possibility of funding a "public good" type project. At the Joint Executive meeting it was agreed that more details would be sought from WebCT before any action was taken. There had been no further contact between ACODE and WebCT.

ACTION: CAUDIT to follow up.

15. FUTURE ACTIVITIES

15.1 ACODE 34 University of Tasmania, Hobart, 25-26 March, 04

Noted.

15.2 ACODE 35 UNE/Southern Cross, Coffs Harbour, 19-20 August, 04

Noted.

15.3 ACODE 36 Canberra, October/November, 04

Noted.

15.4 * Proposed Study Tour, June, 04

Professor Kirkpatrick outlined a proposal for a study tour to be organised under the auspices of ACODE for mid-2004. The idea developed following the cancellation of a scheduled Management Frontiers tour to the US on the topic Transforming Teaching and Learning. Professor Kirkpatrick has had preliminary discussions with Grant Harman about organising a tour to the UK in June 2004 to connect with Ed Media or ICED in Canada. The tour would cover about 7- 8 working days visiting various institutions in England and

Scotland. The costs would be less than Management Frontiers tours and could be organised with smaller numbers.

The proposal would need to be considered in conjunction with the possibility that the Management Frontiers tour might be re-scheduled for late March 2004.

It was agreed that there was sufficient interest in the proposal in principle for the Executive to proceed to do some more work on this.

ACTION: Executive to follow up.

16. HOT TOPICS

16.1 * Evaluation of Teaching and Learning (Christine Goodacre)

Issue: Is anyone interested in exploring measuring the impact of flexible approaches from the students' perspective? What are the indicators? Increased access? Increased participation?

Summary of discussion:

Macquarie: Interested in following this up, as it is not done at the moment.

Murdoch: Some work done under the CUTSD grant on how students learn. Work was done on 20 groups around Australia leading to a methodology in draft form, which is currently being written up. Evaluations are complex and expensive. Rob Phillips is happy to share information.

Edith Cowan: Reported on a study of the effect of school libraries on student outcomes. Librarians are interested in taking this further.

QUT: Survey of student satisfaction is on the QUT web site.

ATN will do survey in 2004 based on the UTS work.

ACTION: Chris Goodacre will follow up and share any results.

16.2 * Central vs Faculty Responsibilities (Jeanne McConachie)

Issue: With the advent of learning management systems and the AUQA process, have others noticed a change in roles for central support issues from concentration on course development and pedagogy to quality and policy issues?

Summary of discussion:

ANU: Decentralising what we do, more emphasis on policy.

QUT: Attempt to balance quality assurance with take-up and ownership – central vs divisional responsibility.

Southern Cross: Outlined the role of the Academic Board in monitoring quality.

Tasmania: Taking care to think through service vs compliance roles.

UNE: Shifting back to centralisation.

ACTION: Item for information.

16.3 * Learning Objects (Rob Phillips)

Issue: Who is doing what with learning objects presently?

Summary of discussion:

Murdoch: Working with the COLIS project to fit learning objects into the COLIS framework

Learning Federation at secondary level – pilot study of how students learn with learning objects.

UWS: Scoping use of HarvestRoad, Learning Edge at this stage. Interested in a pilot on staff take-up.

Swinburne: Installed HarvestRoad. Conducting a one-year project on staff take-up.

ANU: Interested – have a watching brief at this stage.

Macquarie: Maree Gosper is leading a research team investigating the issues surrounding the use and development of learning objects for teaching from a user perspective. The project is funded by the “Interaction of IT Systems and Repositories Research Project” which is part of COLIS, Stage 2.

UNSW: Work with Universitas 21, Hong Kong Universities. Tony Koppi has prepared a journal paper on use of learning objects 3 years on. The paper concludes that the human issues are much more difficult to overcome than the technical – idea that teaching is a private activity, therefore much reluctance to share. Issues come down to rewards and incentives and the barriers to sharing such as IP.

Education.au: Partner in the Learning Federation. Jenny Millea provided an outline of the work of Education.au eg SCOT (Schools Online Thesaurus) – descriptions of learning objects, COLIS, BELTS.

ACTION: Item for information and update.

16.4 Lecture streaming (David Rich)

Issue: Who is doing lecture streaming and how?

Summary of discussion:

i-Lecture at Murdoch, UWA and Melbourne, Macquarie to introduce it next year.

ANU: developing their own system by the end of next year.

Canberra: Pilot being conducted.

Wollongong: Small scale, to be upgraded over three years.

Swinburne: Into video on demand.

UNSW: Pilot in 18 lecture theatres with i-Lecture over the next year.

17. OTHER BUSINESS

As retiring Chair, Professor Rich expressed his thanks to the current and incoming members of the Executive for their help and support and extended his best wishes for the future.

The meeting closed at 11.45am.