

ACODE 62 BUSINESS AND NETWORKING MEETING AGENDA

9am-12.30pm Friday 28th June

The Communications Conference Room

University of the South Pacific

PART A: PRELIMINARY BUSINESS

1.0 *Welcome from President – Helen Carter

2.0 Attendance and apologies

Attendance:

Apologies:

Australian Catholic University- Kevin Ashford-Rowe
University of Canberra – Alan Arnold and Gerlese Akerlind

3.0 Minutes of previous meeting

Moved Seconded –

Motion all items accepted

***Identification of unstarred items for discussion**

4.0 *Adoption of items not starred for discussion

MOTION: That all items on the Agenda not starred for discussion be noted, and where recommendations have been made, that these be adopted as resolutions of ACODE.

5.0 * Matters arising from previous Business Meeting

Benchmarking –MS Leave granted Feb-June 14 for benchmark development

QUT- Woolongong Macquarie QUT

New Subscription rate.

Bill in august

PART B: ITEMS FOR DISCUSSION

6.0 *ACODE Executive Report – Helen Carter

- **Host required for workshops 65-66**
- **USP would like to host again late next yr**
- **Ear**
- **Topics required- Benchmarking and Quality-Julune 2014**
- **Active Learning**
- **Multi Media Storage- use of the production of video topic for Waikato**
- **Understanding the use of external educational practice Policy on social media**
- **Social Media and the cloud**
- **MOOC – how did you handle pedagogy on how it was handled- Cirriculum design analytics**
- **Management of IP especially around MOOCs**
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- **LTLI Update – Karen**

NATA Update- video data management storage

Survey done

Managed service provision fro AARNett ultimate goal that each institution can hold own repository

QUT Media warehouse considering same issue- rights management and framework

Look at the development get of blog

9 Call for presenters at UQ by Trish

7.0 Liaison with other Organisations

- CAUDIT
- ascilite – Philip Uys
- CADAD – Helen
- CAUL – Karen

8.0*HOT TOPICS

- **Lecture Capture Systems in Australian Universities. – Michael Sankey**

PART C: ITEMS FOR NOTING

- **Executive Officers Report**
- **Finances – Profit and Loss statement**

13.0 Future workshops and meetings

ACODE 63 University of Queensland 7-8 November 2013- CADAD Joint meeting. *Theme: Student Experience online*

ACODE 64 University of Waikato -Nigel Robertson March 2014
Theme: TBA

Helen Carter
President
ACODE

EXPLANATION

Note that the Agenda for this Business Meeting follows that proposed by the Executive in June 2003.

Unstarred items on the Agenda will not be discussed, but any recommendations they contain will be covered by a single motion covering all unstarred items.

Any unstarred item may be identified for discussion by request to the President at any time up to item 4 on this agenda.

Please Note: Each member institution has *one* vote only. Members with affiliate status do not have voting rights, however are able to participate in discussion at the discretion of the President.

ACODE 62 BUSINESS MEETING AGENDA

Attachment A: Executive officer Report

ACODE Executive Officer Report - June 2013 ACODE 62

Since the previous report in March 2013 the Secretariat has re-engaged 2 members for 2013. Unfortunately Bond University and James Cook University and Australian National University are not financial for 2013. I am hoping that 2014 may see them rejoin.

The Annual report was distributed to all Vice Chancellors, Deputy Vice Chancellors and members at the end of April. If you did not receive a copy or would like an extra copy please contact me via secretariat@acode.edu.au

The Executive have met twice since ACODE 61 online but will not have a face to face meeting in Fiji.

The secretariat would like to acknowledge the help from Danny Munnerley and Matt Bacon on the design and planning of ACODE 62

The Secretariat has also participated in one NATA meeting with ACODE having now bedded down the project "Engaging Network Members; A NATA case study of a Contemporary Tertiary Sector issue."

The Secretariat is still in the midst of planning for the LTLI 2013. The LTLI team now meet fortnightly via Skype and the secretariat is in constant contact with the LTLI Exec Officer Susan Brosnan.

The LTLI is progressing and I am sure that you will have seen the add in Campus Review. We have also advertised in the New Zealand Herald Education supplement as well as flyers included in the Moodle moot bags.

We have also decided to track LTLI Alumni. This survey is ready to go and will be released during this year's Institute.

The ACODE Website is still under review and is progressing.

ACODE 63 is also well advanced in the planning logistics. This will be a joint meeting with CADAD and also will incorporate the NATA meeting on the 6th November, ACODE/CADAD workshop on the 7th, the Business and networking and AGM on the 8th November 2013 at the University of Queensland.

Karen Halley
Executive Officer
20th June 2013

ACODE 62 BUSINESS MEETING AGENDA

Attachment B – Financials

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ACODE

Profit & Loss [Multi-Period]

2013
Teaching and Learning Centre
University of Launceston
Business Unit

January 2013 To May 2013

ABN: 64 932 648 740

Email: secretariat@acode.edu.au

Account Name	January	February	March	April	May Adjustm
Income					
Memberships Income	\$0.00	\$0.00	\$2,500.00	\$0.00	\$0.00
LTLI 13 Income	\$0.00	\$0.00	\$10,800.00	\$10,778.18	\$17,379.08
Bank Interest	\$158.34	\$177.10	\$166.48	\$188.44	\$158.70
Other income	\$0.00	\$0.00	\$1,700.00	\$0.00	\$0.00
LTLI Sponsorship	\$0.00	\$0.00	\$0.00	\$0.00	\$7,000.00
Total Income	\$158.34	\$177.10	\$15,166.48	\$10,967.82	\$24,538.88
Gross Profit	\$158.34	\$177.10	\$15,166.48	\$10,967.82	\$24,538.88
Expenses					
General Expenses					
Accounting/Bookkeeping Fees	\$0.00	\$0.00	\$2,500.00	\$0.00	\$0.00
Secretariat Expenses	\$0.00	\$0.00	\$24,000.00	\$0.00	\$0.00
Advertising & Marketing	\$0.00	\$0.00	\$0.00	\$0.00	\$841.05
Bank Fees	\$8.00	\$12.00	\$8.00	\$8.00	\$8.00
Printing	\$0.00	\$0.00	\$599.09	\$0.00	\$1,688.96
Internet	\$0.00	\$0.00	\$13.64	\$0.00	\$0.00
Corporate Expenses	\$381.82	\$0.00	\$0.00	\$0.00	\$0.00
Conference Fees	\$0.00	\$0.00	\$1,818.18	\$0.00	\$341.29
Stationery	\$0.00	\$0.00	\$0.00	\$26.55	\$0.00
Postage	\$75.09	\$0.00	\$0.00	\$58.88	\$28.20
Total General Expenses	\$414.91	\$12.00	\$29,036.91	\$61.43	\$2,705.40
Payroll Expenses					
Travel & Accom. Expenses	\$10.80	\$188.73	\$350.56	\$3,217.74	\$341.24
Food	\$0.00	\$0.00	\$7,425.93	\$0.00	\$0.00
Total Payroll Expenses	\$10.80	\$188.73	\$2,736.18	\$3,217.74	\$341.24
Total Expenses	\$425.81	\$211.73	\$31,917.09	\$3,309.17	\$3,046.64
Operating Profit	-\$267.47	-\$34.63	-\$16,650.61	\$7,658.45	\$21,492.24
Other income					
Other Expenses					
Net Profit/(Loss)	-\$267.47	-\$34.63	-\$16,650.61	\$7,658.45	\$21,492.24

This report includes Year-End Adjustments.