

## ACODE 65 BUSINESS AND NETWORKING MEETING Minutes

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9.00am – 12.00pm, Friday 4 July 2014

*Building E – EG18 Tiered Learning Space*

University of the Sunshine Coast

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### **\* PART A: PRELIMINARY BUSINESS**

#### **1.0 Welcome from President – Helen Carter**

Welcome to new attendees Dayle Soong - University of Adelaide  
Fran Eden - Queensland University of Technology and Eric Robertson - University of  
Southern Queensland

#### **2.0 Attendance and apologies**

Attendees:

Australian Catholic University	Andrew Hill
Australian Catholic University	Anna Gemmell
Charles Sturt University	Philip Uys
La Trobe University	Ric Canale (Treasurer)
Macquarie University	Helen Carter (President)
Queensland University of Technology	Roger Cook
Queensland University of Technology	Frances Eden
Queensland University of Technology	Regina Obexer
RMIT	Garry Allan
Tabor Adelaide	Trudy Stoddart
University of Adelaide	Dayle Soong
University of Auckland	Cathy Gunn (Executive Member)
University of Canberra	Alan Arnold (Executive Member)
University of Canberra	Karen Halley (Secretariat)
University of Melbourne	Deborah Jones
University of Queensland	Simon Collyer
University of Southern Queensland	Eric Robertson
University of Sydney	Colin Lowe
University of Tasmania	Gerry Kregor
University of Technology Sydney	Jo McKenzie
University of the Sunshine Coast	Ian Wright
University of Western Sydney	Carol Russell

Apologies:

Stephen Marshall, Michael Sankey, Sue Stoney, Andrew Burrell, David Cummings,  
Nigel Robertson, Lisa Germany, Andrew Hill

### **3.0 Minutes of previous meeting**

Moved – Ric Canale    Seconded – Colin Lowe

### **4.0 Identification of unstarred items for discussion**

In addition to Part B, Item 14.0 and 14.0 were starred for discussion

### **5.0 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 the ACODE Business and Networking Meeting.

Moved – Cathy Gunn    Seconded – Ian Wright

### **6.0 Matters arising from previous Business & Networking Meeting**

Nil

## **\* PART B: ITEMS FOR DISCUSSION**

### **7.0 ACODE Executive Report – Helen Carter**

Sheila McCarthy from Griffith University was acknowledged for the work done on the new logo tag line.

Stephen Marshall is following up with the Sloan Consortium regarding expanding their e-learning survey to include Australasia. (Ref. CAUDIT item 12. below).

***Action: Forward email to Stephen Marshall for actioning***

### **8.0 Benchmarking Project – Helen Carter**

President Carter reported on the Benchmarking Summit held at Macquarie University in June 2014. There were 24 Institutions represented including Open University UK and the University of South Africa. It was an enlightening experience and extremely useful for all perspectives and assurances. Recommendations from benchmarks :

1. That some minor adjustments be made to the benchmarks based on the group review from the evaluation survey.
2. That the final reviewed set of benchmarks are presented at the Business and Networking meeting at ACODE 66.
3. That over the next 18 months a series of good practice examples, to align with the performance indicators, be established and aligned with the Benchmarking documents.
4. That ACODE agree to facilitate a formal benchmarking activity every second year and that there be allowance for this made within business processes. In doing so, consideration should be given to whether the activity should stretch over three full days.

5. That a series of online tools and a collaboration space be established within the ACODE site to make it easier for institutions to engage in formal inter-institutional benchmarking activities.

The President highly commended Associate Professor Michael Sankey for his work on the Benchmarking project.

## **9.0 Media Management Project – Ric Canale**

Ric recapped the project ([link to wiki site](#)) and reported that the project had progressed and interviews were now being conducted. Ric thanked those that had contributed to the wiki. It was again reiterated that the project was a small investment.

## **10.0 Membership – Helen Carter**

President Carter reiterated the importance of keeping our membership details updated and asked that all changes to delegates be forwarded to the Secretariat.

The fee increase this year will be \$250.00 in line with the decision taken at the 2013 Annual General Meeting.

Executive positions that will be available this year for election are Alan Arnold and Ric Canale. Please take the time to think about the nominations for the November election.

The Executive are small in number but the capacity is within the Constitution to second extra Executive members for specific activities.

## **11.0 Learning Technologies Leadership Institute (LTLI) Steering Group – Helen Carter**

The Executive have had discussions regarding the logistics of the LTLI and are now calling for interested parties to form a Steering Group to look at the curriculum of the LTLI.

Suggestions have been made that Benchmarking be added to the curriculum and that there also be some pre- and post-work. Also some suggestion that a SOOC (small open online course) be prepared for pre-work.

Alan Arnold will lead the steering group with interest shown from Michael Sankey (USQ), Jo McKenzie (UTS) Deb Jones (Uni Melbourne) and Ian Wright (USC).

## **12.0 Liaison with other Organisations - All**

### **CAUDIT**

We have had some contact with CAUDIT and they are looking for ways to interact with us. They are interested in our benchmarks. We have also sent them some questions to add to their annual technology survey ([see Attachment A.](#))

## CADAD

At yesterday's Executive meeting a proposal was tabled for a joint CADAD/ACODE project. The purpose of the project is to develop a scoping paper for "Professional Recognition in Higher Education". This would be a sector wide recognition scheme.

OLT have identified a need for an Australasian scheme but the New Zealand and South Pacific should also be included. (CADAD is only Australia wide).

The proposal was well received by members see proposal *Attachment B*.

### 13.0 HOT TOPICS

1. Approaches / solutions to integration of student marks from the LMS with Student Systems – Helen Carter
  - USC - Survey to be developed
  - UC - needs money
  
2. Learning Analytics: Assisting Universities with Student Retention - Philip Uys-
  - This is an OLT-funded project.
  - Interest has been generated from the ACODE lists.
  - Survey has been sent to DVC-A's. Please ask your DVC-A if the survey has been completed.
  - A survey of teaching staff will be sent out later in the year.
  - A literature review to be developed and then shared.

#### Comments:

- University of Sydney: Development on survey lists increasingly saying No
- University of Technology Sydney: No BB analytics but home grown system
- University of Adelaide: In discussion to develop
- RMIT: No BB analytics but home grown system
- University of Canberra: Datawarehouse pulled out of Moodle

3. "opt out" lecture recording, analytics, video streaming and web conferencing – Colin Lowe

BB analytics started, Kaltura for Video streaming, BB Collaborate

Please contact Colin at University of Sydney if you need more information

- UC - Moved to opt out but most units opted in
- Macquarie: 2 faculties mandated to opt out

4. What are member institutions doing and thinking in the MOOC space – Cathy Gunn

- University of Adelaide has gone with FutureLearn for MOOC'. 5 MOOC's to be run next year.
- Norway and the Netherlands are both looking at the development of a national strategy on MOOC development.
- New Zealand is also looking at developing a National Initiative.
- University of Melbourne – use Coursera and have 17 MOOC's for next year. Strategic in course development of a MOOC with Coursera. 3 or 4 MOOC's are on sequential topic with the 4<sup>th</sup> usually being a capstone.
- Uni Melb now looking to the Asian market and a North American stream for translation and also looking for a line into colleges.- You must apply to run a MOOC and have an allocated budget (\$35K) for development, costs are absorbed inhouse. Eventually a MOOC running for the 3<sup>rd</sup> or 4<sup>th</sup> time will be freehold, lots of studio time.
- University of the Sunshine Coast says 1000hours to develop a MOOC- copyright resources are immense
- Do MOOC's increase student numbers? Does a MOOC give access to Under Grad programs?- Uni Melbourne a developing a strategy for this now.
- QUT: are developing research-DVC has a preference for Future Learn Ed ex as backup plan
- University of Tasmania: MOOC strategy is available on the UTas website, the process of approval does not include articulation, the Dementia MOOC has a completion rate of 70%, 2<sup>nd</sup> run now with conversion to Bachelor of Dementia Care uptake on enrolment is between 5-8%. \$1 millionK to develop using D2L platform, which is free hosting but some service fees. UTas feels that this MOOC has been well designed and has a social need for this subject so has therefore been very successful.
- Macquarie: no plans- need to develop a strategy first
- University of Sydney: Working group with Vice Chancellor- No Learning and Teaching representation

5. BYOD- Bring your own devices, Does your institution have a policy for BYOD – Alan Arnold

Background: UC Estate Management are talking to the Teaching and Learning Centre re space. BYOD influences space design- does anyone have a policy for BYOD

- RMIT has a policy developed. 1.5% of ICT budget goes to BYOD development, specialized areas are working well. RMIT now considered a BYOD institution.
- Macquarie: have a Digital First policy
- USC: student supported area for help with ICT difficulties
- USydney CTRIX- same screen- looking at student BYOD- Licensing issues. ADAPT- Any Device any place & time
- CSU 1.5 FTE dedicated to mobile device- Think Mobile- Responsive web design is critical

6. Epigeum – Gerry Kregor Have any University been approached and has there been any uptake with Epigeum.
  - Everyone said they had been approached but they had all said No to them

### ***PART C: ITEMS FOR NOTING***

#### **14.0 Executive Officers Report- *Attachment B***

#### **15.0 Finances (Auditors Report) Ric Canale Treasurer- *Attachment C***

- Noted that the accounts were audited
- Bring to the attention of members that the increased spending is due to the LTLI lines being – travel, computers and Directors fees

#### **16.0 Future workshops and meetings**

**ACODE 66:** Backing the right Horses A Cup week inspired Theme!!

University of Melbourne 6th-7th November 2014

Convenors: Gregor Kennedy/Deborah Jones (UniMelb) and Helen Carter (MqU)

Suggestions from the floor: What are the expectations of choices on technology in students, academics and professional?

Google apps/Office 365 comparisons

Hosting for 2014 are there any volunteers?

UWS looking into it

Adelaide and Canberra as well

**Meeting closed 12.00**

**Helen Carter**

**President**

**ACODE**

**Executive Briefing Paper  
ACODE/CADAD**

**Professional Recognition in Higher Education**

**Issue**

Australia has the opportunity to develop but lacks the structure for some form of professional accreditation or recognition body for higher education. In the absence of such, attempts are being made to appropriate overseas schemes. At the same time there are indirect demands from government to encourage professional learning and development in HE through the Liberal market and the standards and quality agendas. In cooperation, ACODE and CADAD are well placed to create a mechanism for professional recognition in Australia, New Zealand and possibly the wider Australasian sector.

**Discussion**

Professionalisation of the higher education academic workforce has been on and off the national agenda for the last decade, whilst over the same period, the international sector has taken the lead in either requiring or incentivising professional learning and accreditation through various acts and schemes.

We have also seen a blurring of roles and responsibilities in what Macfarlane calls, 'the rise of the para-academic',<sup>1</sup> and Coates and Goedegebuure call, 'third space professionals'<sup>2</sup>. The authors also talk about, 'reflective professional practice ... of which, the academic profession is surprisingly poor.'<sup>3</sup>

Recently the Australian National University has cooperated with the UK Higher Education Academy to recognise ANU staff through HEA fellowships. The OLT has also supported work in professionalisation such as and *Professionalisation of the Academic Workforce Project*<sup>4</sup> and *Academic Workforce 2020*<sup>5</sup>

Richard James, one of the principal investigators for *Academic Workforce 2020*, recently called for the creation of a 'Australian Higher Education Institute', along with a, 'more serious approach to academic internships/apprenticeships' and a, 'need to do more to conceptualise and intensify the professionalisation of teaching in higher education'.<sup>6</sup> These ideas are not new but it may be argued that given the growing interest in professionalisation in higher education and the current political climate, now would be a good time to leverage that interest to

<sup>1</sup> Macfarlane, B. (2010) 'The Morphing of Academic Practice: Unbundling and the Rise of the Para-academic' *Higher Education Quarterly* 65(1), pp.59-71, online: <http://onlinelibrary.wiley.com/doi/10.1111/j.1468-2273.2010.00467.x/abstract>

<sup>2</sup> Coates, H & Goedegebuure, L. (2012) 'Recasting the academic workforce: why the attractiveness of the academic profession needs to be increased and eight possible strategies for how to go about this from an Australian perspective' *Higher Education* 64, pp.875-889, online <http://link.springer.com/article/10.1007%2F10734-012-9534-3>

<sup>3</sup> *ibid*

<sup>4</sup> <http://www.olt.gov.au/project-professionalisation-academic-workforce-project-2012>

<sup>5</sup> [http://www.cshe.unimelb.edu.au/research/policy\\_dev/acad\\_workforce.html](http://www.cshe.unimelb.edu.au/research/policy_dev/acad_workforce.html)

<sup>6</sup> Office for Learning and Teaching Conference <http://oltconference2014.com.au/Program/?IntCatId=54>

Attachment B:



ACODE Executive Officer Report – July 2014 ACODE 65

Our audit has been completed and our overall position is still good.

The Annual report has been completed and is with the graphic designer and hopefully I will have the report with me for distribution at this meeting.

The meeting at ACODE 64 was another successful meeting. The snippets session was of value to all attendees.

The Executive have met twice since ACODE 64 online and have also had a face to face meeting prior to this to discuss a few relatively important matters which will be highlighted in the Presidents report.

The new website is now viewed by many more visitors. Can you please let the Secretariat know if you are having any difficulties logging in. Hopefully I have now fixed any problems .

ACODE 66 planning is underway. A66 will be held at the University of Melbourne 6-7<sup>th</sup> November and yes this is Cup carnival time the topic of “ Backing the right horses” a very Melbourne cup inspired theme.

Please watch the ACODE website for accommodation details for A66 as you will need to book early to ensure a room.

We are now looking for host institutions for 2015. If you are at all interested in hosting a meeting in 2015 please let either myself or Helen know as soon as possible.

Karen Halley  
Executive Officer

27<sup>th</sup> June 2014



Attachment C:

	2013		2012
	\$		\$
<b>Revenue</b>			
Learning Technologies Leadership Institute	102,003.27		-
ACODE Membership Fees	120,926.00		158,533.36
Interest			
Bendigo Bank -Cheque Account	1,070.71		2,068.51
Bendigo Bank -Institution Account	633.61		947.97
Reimbursements Received	29,067.95		12,913.37
	253,701.54		174,463.21
<b>Expenditure</b>			
Advertising	6,972.69		228.00
Auditor's Remuneration			
-Audit & review of financial reports	2,600.00		2,500.00
Bank Charges	188.05		182.00
Computer Expenses	5,483.59		-
Conference Fees	28,401.12		13,972.12
Depreciation	335.00		558.00
Gifts in lieu of payment	919.71		-
Honorariums	9,142.73		-
Insurance	2,009.09		2,009.09
Printing, Postage & Stationery	3,660.93		1,098.44
Salaries	15,000.00		-
Service Fees -Executive Officer	96,000.00		82,000.00
Travelling Expenses	57,206.05		25,538.66
Web Site Maintenance	24.00		6,035.45
Workshop Expenses	-		326.36
	227,942.96		134,448.12
<b>Profit before Income Tax</b>	<b>25,758.58</b>		<b>40,015.09</b>
2013			2012
	\$		\$

### **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.**