Annual General Meeting (AGM)
1 June 2022

stcidlsig.org

Why are we here?

Agenda

➢ Welcome

➢ Year in review

➢ Business (as usual)

➢ Fun(ny) business

➢ Finale

Welcome

We are an STC Special Interest Group (SIG) that focuses on the specialty of instructional design and learning.

Our mission is to help members:

➢ Develop knowledge and practical skills for designing & implementing technical instruction for online and traditional classroom settings.
➢ Promote sound design practices and provide information and education about instructional theory and research.
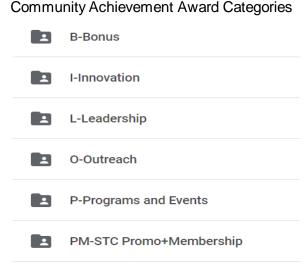
To provide our members with:

➢ Free webinars, newsletter, social media resources, opportunities in leadership and ID experience, informal virtual meetups, student activities, and training evaluations.

Add fun to the mix, and you have the IDL SIG team!

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2021-2022 Year Recap

Community Achievement Award Categories

➢ Community Achievement Award (CAA)

➢ Recognition: Awards & Honors (members & volunteers)

➢ Promote STC programs/activities & member recruitment

➢ Provide IDL Programs and special events

➢ Reach out to members and potential members

➢ Give volunteers leadership opportunities

➢ Do something new or creative

👤📁 B-Bonus

👤📁 I-Innovation

👤📁 L-Leadership

👤📁 O-Outreach

👤📁 P-Programs and Events

👤📁 PM-STC Promo+Membership

👤📁 R-Recognition

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Instructional Design & Learning Special Interest Group

Maralee Sautter, current Manager, past co-manager, past webmaster

Anita Matechuk, Alpha Sigma Honoree, Volunteer Coordinator

James Martin, Newsletter Editor-in-Chief

Jamye Sagan, current Treasurer, past Surveys, Social Media and past co-manager

Jannetta Lamourt, Social Media wizard

Lori Meyer, Membership Manager past co-manager

Marcia Shannon, Volunteer At Large, past manager

Mellissa Ruryk Student Outreach, Newsletter, past co-manager

Viqui Dill, Programs superhero, past co-manager

Ruth-Anne Klassen, Secretary

And so many more...

Beth B

Caroline B

Carrie M

Edel P

Priyank A

Rachel S

Sara G

Business (as usual): Financial update

Current balance (as of May 31, 2022): $1,879.80

After Summit and other expenses submitted: $569.30

Where do our funds come from?

★ Community funds
★ Vested funds

How do we spend our funds?

➢ Items that benefit the SIG members as a whole

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Membership update

The IDL SIG currently has a total of 263 members. Our roster of members in good standing includes:

➢ 38 **Student** members (members enrolled in a course of study at an accredited college or university)

➢ 24 **New Professional** members (members who graduated within the last three years)

➢ 102 STC **Gold** members

➢ 73 **Senior** members (those who have been STC members for five or more years)

➢ 11 STC **Fellows**

➢ 11 STC **Associate Fellows**

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Membership update

All chapter and SIG memberships renew at the beginning of each calendar year.

➢ The membership renewal season runs from 1 September through 31 December. You'll receive a reminder from STC to renew your membership early in September.

➢ If you're not a member of our SIG, you can add us to your STC membership when you renew, and enjoy all of the benefits of membership in our community!

➢ Check out all membership options on the STC website: http://stc.org/membership

➢ If you're an STC **Gold** member, your SIG membership is free! You can upgrade your STC membership to Gold when you renew.

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IDeaL newsletter update

Our newsletter is posted on our website and distributed via MailChimp

James Martin, Editor in Chief

Caroline Brooks, Assistant Editor

Mellissa Ruryk, Newsletter team

Reach them at newsletter@stcidlsig.org

➢ We're *always* looking for content.
➢ What should you write?
   ○ Research articles, case studies, reviews... Share your knowledge and experience as an instructional writer.
➢ Check us out at https://www.stcidlsig.org/newsletter/

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Communication update

Twitter- @STC_IDL_SIG 123 Following and 507 Followers

LinkedIn- 403 Members

Instagram- 41 followers

Facebook- 196 followers

Slack - Active with 142 members

SIG brochure at https://www.stcidlsig.org/idl-sig-brochure/

2022
- Internal promotion/like campaign
- QR codes
- All event promotion
- Active follow campaign
- Weekly posts
- Content Curated
- Newsletter promotion (internal and external)

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Programs update

First Fridays at 5!

Recap of past webinar programs

➢ https://www.stcidlsig.org/membership/free-recordings-of-idl-sig-webinars-for-members/

Looking ahead to upcoming programs

➢ In the near future: "Accessibility in Technical Writing and User Demonstration of the Common Look PDF Accessibility Tool" with Danielle Matthews

➢ https://www.facebook.com/STCIDLSIG/events/
➢ https://www.stcidlsig.org/calendar/

Invitation: Want to present? Want to help scout presenters?

➢ programs@stcidlsig.org

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Volunteer update

The IDL SIG offers multiple options for volunteering!

Contact volunteers@stcidlsig.org to find out more information on our:

➢ Leadership roles: provide the largest opportunity to connect and have the longest time commitment

➢ Support roles: provide good connection opportunities with shorter time commitments

➢ Short-term tasks: connect with other technical communicators while trying out volunteering and creating portfolio projects.
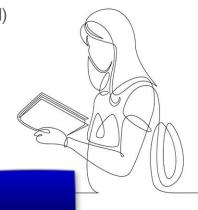
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Student Outreach Article-writing Competition

➢ Student Outreach Article Writing Competition
  ○ (February deadline) 2 entries, 2 winners)
  ○ Next deadline: November 18, 2022
➢ Have a spare 2 hours? Want to help with Outreach?
  Pick one of:
  ○ Update Institutions' listing on website
  ○ Research contact information for newly-identified institutions
  ○ Add contact info into MailChimp for summer mailout (permission to email)
  ○ Update bounced contacts from summer mailout
  ○ Prepare for next announcement for November 18 deadline
➢ Interested in judging entries?
  ○ (November-December timeframe)
  ○ Send email to StudentOutreach@stcidlsig.org

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Website/announcements/discussions update

Website – http://www.stcidlsig.org

➢ IDL news and activities

➢ Website makeover committee reconvening soon (to plan new layout & design and reorganize content)

Mailchimp announcements

Slack discussions

➢ IDL SIG Slack workspace (for volunteers)

➢ STC workspace (channel: #sig-instructional-design)

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Business Partnerships

➢ Introducing our business partnerships with TEK-Right Consulting Ltd. and Imperial Productions
  ○ Tek-Right sponsored our Summit Welcome Reception in May, 2022
  ○ Imperial Productions is sponsoring our Annual General Meeting, June 2022

https://www.facebook.com/LissTekRight/

Summit Honors Reception

Most Improved Community for 2022

➢ Platinum Community Achievement Award (CAA)

➢ Pacesetter awards

  ○ First Fridays at 5

  ○ Online Summit social event: Scavenger Hunt

➢ Distinguished SIG Service Award (DSSA) recipient, Marcia Shannon

➢ Distinguished Service Award for Students (DSAS) recipient, Anita Matechuk

➢ Alpha Sigma Honor Society inducted member, Anita Matechuk

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Summit Social Events

Welcome Reception

- Sunday night kick off to the Summit

Social Breakfast

- Tuesday morning at 7 AM – joined by 11 people. We "bought coffee" for our friends and handed out our new swag!

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Fun(ny) business - Prizes

Drawing for door prize (Amazon $25 gift card)

Sponsored by Imperial Productions

Spinning wheel for prizes https://wheeldecide.com/

The Winner
Rachel Stone!!!

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Reach Out

- Website: http://www.stcidlsig.org/
- Twitter: @STC_IDL_SIG
- LinkedIn: STC Instructional Design and Learning
- Facebook: https://www.facebook.com/#!/STCIDLSIG
- Slack: idl-sig.slack.com (you might have to request to join)
- Instagram: https://www.instagram.com/stcidlsig/
- Join the IDL SIG to receive access to the announcements, and join STC's Slack.
- Email: manager@stcidlsig.org or membership@stcidlsig.org
- Visit our website for a complete list of all contacts: https://www.stcidlsig.org/about-idl-sig/idl-leaders-committees/

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What's next?

➢ If you want to get involved, check out our volunteer classifieds
https://www.stcidlsig.org/about-idl-sig/classifieds/

➢ SIG monthly meetings are open to everyone Drop-ins welcome
https://www.stcidlsig.org/calendar/

➢ Community Achievement Award planning is about to start. Contact manager@stcidlsig.org if you'd like to join the team.

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