

**ICH Training Committee  
Meeting Minutes  
04 June 2009  
Memorial University, St. John's, NL**

In attendance:

Lucy Drown, Catherine Rice, Leslie Pierce, Melissa Long, Jillian Gould, Anna Guigné, Mary Ellen Wright, Dale Jarvis; recording: Lara Maynard

1. CEDP proposal and workshop topics:

Dale is preparing an application to the Dept. of TCR's Cultural Economic Development Program (CEDP) for \$15,000 towards the ICH training program over the next year (up to March 31st). Workshop/training topics include:

- *Project Planning for Cultural Documentation* – The committee agrees that this should be the first workshop to take place, and would incorporate, to a degree, some of the topics of the other workshops. This might include a seminar on writing proposals (describing projects, budgeting, etc.). This workshop should also tell registrants how to find out what work has already been done that is relevant to their projects, and how track down existing resources – both collected materials/information and resource persons.

- *Introduction to Folklore Fieldwork* – This would be a pilot, with a long-term goal of developing a field school program.

- *Interviewing Techniques*

- *Ethics and Informed Consent*

- *Digital Recording*

- *New Media and Place-based Narrative* – This would be a symposium with presenters discussing different projects underway. Perhaps Canadian Heritage Information Network (CHIN) will participate. It will take place during the first week of November, when the St. John's Storytelling Festival is happening.

The committee agrees that there should be a fee for workshops, based on \$50 as a baseline amount for one day, with 10-20 registrants accepted per workshop.

Ideally, workshops will be held in regions around the province, especially the Planning workshop, and incorporate the particular sites at which they are held into the delivery of the training.

CEDP encourages the use of professionals for projects like oral history projects, so the Project Planning for Cultural Documentation workshop, for instance, should suggest that community projects at least use a qualified folklorist as a project manager/consultant. Subsequently, the workshop should tell participants how to build consultant fees into their project budgets.

*Actions: Dale to distribute the fieldwork syllabus to the committee and complete the CEDP application based on today's meeting.*

5. Executive:

Anna Guigné will chair the ICH Training Committee.

*Action:* Dale and Anna to meet re: work plan.

Next meeting:

16 July 2009, 10 AM, Folklore Dept., MUN

-LM, 04 June 2009