### Senate Committee on University Teaching and Learning (SCUTL) Meeting
**Meeting Minutes ~ December 18, 2013**

**Attending:** Panos Pappas, Chair, Stephanie Chu, Secretary, Corinne Pitre-Hayes, Bob Muir, Elaine Fairey, Fiona Shaw, Julian Christians, Nienke Van Houten, Kevin O’Neill, Nancy Johnston, Jon Driver, Bill Krane  
**Absent:** Stuart Poyntz, Yoko Lu, Chris Groeneboer, Diana Cukierman  
**Scribe:** Jennifer Kuang

<table>
<thead>
<tr>
<th>TOPIC</th>
<th>DISCUSSION/DECISIONS</th>
<th>ACTION BY</th>
</tr>
</thead>
</table>
| 1. Approval of Minutes and Agenda | • The Agenda was adopted.  
• The November 25, 2013 minutes were approved: Moved: Van Houten, Second: Christians | |
| 2. Business Arising | The chair informed the committee that the TCEP final report would be discussed in the Senate Jan 6 meeting | |
| 3. Presentation by VP Academic (Jon Driver and Bill Krane) | Prof Driver  
• Desire to create a Task Force on Flexible Education that will perform a comprehensive evaluation of current practices and future opportunities for flexible education at SFU.  
• It will consider the direction of teaching over the next 10-15 years, especially considering flexible education mediated by technology  
• Lay out terms of reference clearly, develop an inclusive committee  
• Details clarified in a memo circulated by Stephanie during the meeting  

Prof Krane  
• TFFE will look at the range of instruction delivery that can enhance teaching experiences by technology (whether online or face-to-face)  
• First focus: How technology can be used to enhance learning and experience  
• Second focus: create different kinds of support models the university should embrace  
• Responsibility falls to community –Multiple units need to come together to create a system/process of best delivery  

**Discussion:**  
• Adding special populations focus to each point (EAL, students with disabilities, etc.)  
• Integrate with publishing event that Stephanie, Elaine, and Nancy are working on in LTCC  
  • Perhaps it can it link to the Teaching &Learning Symposium in May?  
• Membership: The TFFE will supervise several working committees that will engage a wide part of the SFU community  
• What is the long range outlook on this?  
  o By then, the task force would have identified certain areas of focus  
  o Develop action oriented approach, responsibilities will be delegated  
  o Recommendations will come to SCUTL, and then to Senate  

**Process**  
• Committee will discuss the proposal via online communication  
• Immediate reactions especially for major areas of concern should be given by Dec 20  
• More detailed discussion to take place in the first week of the Spring Semester | |
---

### Senate Committee on University Teaching and Learning (SCUTL) Meeting

**Meeting Minutes ~ December 18, 2013**

#### Actions

- We will report back to the VPA with suggestions by Jan 10
- There will be a vote at the Jan 16 meeting, or, if possible, earlier, via an on-line vote

**TLC** will send out necessary documents to the entire committee, open a forum for discussion, and provide instructions for participation.

- **The Chair will collate responses (comments, objections, corrections) and deliver to VPA by Jan 10**

<table>
<thead>
<tr>
<th><strong>4. TCEP Debrief</strong></th>
<th>Tabled to the next meeting</th>
</tr>
</thead>
</table>

The meeting was adjourned at 12:04 pm. The next meeting is on Wednesday, January 16th from 3:00 pm – 4:00 pm. In EDB 7512 (TLC Seminar Room).

---