## Senate Committee on University Teaching and Learning (SCUTL) Meeting Minutes ~ February 23, 2015

**Attending:**
- Stephanie Chu, Acting Chair
- Panos Pappas
- Bob Muir
- Diana Cukierman
- Donna Mcgee-Thompson
- Kevin O’Neill
- Michael Johnson
- Rebecca Whitmore
- Laura Forsythe
- Nienke Van Houten
- Julian Christians
- Nancy Johnston
- Corinne Pitre-Hayes

**Guest:** Denise Buck

**Scribe:**

### TOPIC DISCUSSION/DECISIONS ACTION BY

| 1. Approval of Agenda        | The agenda was adopted.                  | Moved: Bob, Second: Kevin |
| 2. Approval of Previous Minutes | The January 12, 2015, minutes were approved. | Moved: Kevin, Second: Donna |
| 3. Business Arising          | • None                                    |                            |
| 4. Chair’s Report            | • Brad Burfield, Interim CIO is confirmed to attend the March 23rd SCUTL meeting  |
|                              | • Senate approved the revised SCUTL Terms of Reference with an amendment to add a Senate Faculty member to the committee table due to procedural process (it was previously a footnote)  |
|                              | • Terms of Reference are on the Senate website and the SCUTL Canvas page                  |

**MOTION:**
That SCUTL approve the TCE working group report and authorize the working group to create questions based on the conclusions of this report.

Moved: Panos; Second: Diana; All in favour

| 5. TCE Working Group Update (Panos) | Report attached |
|                                     | The final report of the TCE Working Group was reviewed with some wording changes |

**Action Items:**
- Post draft questions on Canvas for discussion with Brad Burfield, Interim CIO, at the March 23rd SCUTL Meeting
- SFFS presentation at April meeting
- Open Course Textbooks to be April agenda item

| 6. Roundtable | Questions for Brad Burfield, Interim CIO, to be compiled offline and sent to him in advance |
|               | Open Course Textbooks platform was discussed as a future agenda item and SCUTL project |

**Action Items:**

**SC / ALL DB DB**

The meeting was adjourned at 12:05 pm. The next meeting is Monday, March 23, 11:00 – 12:00, EDB 7512 (TLC Seminar Room).