Date: March 31, 2016  
Time: 11:00 am – 12:00 pm  
Location: EDB 7512  
Chair: Panos Pappas

**Attendees:** Jenise Boland, Stephanie Chu, Diana Cuikerman, Natalia Gajdamaschko, Michael Johnson, Nancy Johnston, Panos Pappas, Tony Williams

**Regrets:** Shivanand Balram, Julian Christians, Elaine Fairey, Laurie Goldsmith, Arjan Mundy, Ker Wells

**Guest:** Corinne Pitre-Hayes  
**Scribe:** Denise Buck

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<th>TOPIC</th>
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| Approval of Agenda | • Approved  
**MOTION** Moved: Tony; Seconded: Natalia | |
| Approval of Previous Minutes | • Approved  
**MOTION** Moved: Natalia; Seconded: Nancy | |
| Review of Previous Action Items | • Future agenda items:  
  o Discuss Faculty Teaching Fellows (FTFs) as part of SCUTL membership and how best to connect with FTFs  
  o Invite Step Up for further discussion  
  o Invite Healthy Campus for further discussion | PP / DB |
| Business Arising | • None | |
| Chair’s Report | • Welcome to Jenise Boland, Graduate student representative, Education  
• Congratulations to Stephanie on her new position at KPU  
• Panos will be taking a study leave effective December 2017  
• A new SCUTL Chair will be elected at the May meeting, self-nominations welcome and Panos offered to continue as a temporary Chair until someone steps forward  
• SETC has identified a Research Assistant to work on the best practices guidelines  
• The Educational Systems Steering Committee is still deliberating regarding its role  
**Action Item:**  
• Election of new SCUTL Chair to be on May agenda | |
| Undergraduate Student Survey and question input for IRP – Canvas Discussion | • Discussed suggestions posted on Canvas regarding questions to include in the fall survey  
• As the deadline to submit questions to IRP is July, SCUTL will decide on questions to include at the May meeting  
• When considering suitable survey questions, SCUTL members to look one to two areas of improvement and what is important for SCUTL to know  
• Corinne will discuss inclusion of SETC questions with the SETC team  
• Student Services will be asking questions regarding University 101  
**Action Items:**  
• Decision regarding questions to include in survey to be on May agenda  
• Review SETC questions in previous UGSS | DB CPH |
| **SCUTL Annual Report for Senate** | • Reviewed suggestions received for revising the annual report  
**Action Item:**  
• Email suggestion regarding ESSC to Denise for including in Annual Report | NJ |
| **SFU Symposium: Universal Design for Learning, Dr. Thomas J. Tobin** | • Dr. Tobin would like to connect with SFU representatives in order to shape his SFU Symposium UDL presentation  
• Natalia and Stephanie volunteered to act as SFU representatives  
**Action Item:**  
• Advise Christine Kurbis, TLC, of SFU contacts (Natalia and Stephanie) for Dr. Tobin | DB |
| **Roundtable** | • Diana Cuikerman requested a discussion regarding SETC implementation in FASS and thoughts on providing incentives to students for completing SETC | |

The meeting was adjourned at 12:00 pm. The next meeting is April 28, 3:30 pm – 4:30 pm.