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

**Date:** June 21, 2017  
**Time:** 11:00 am – 12:00 pm  
**Location:** EDB 7512  
**Chair:** Natalia Gajdamaschko

**Attendees:** Shivanand Balram, Donna McGee-Thompson, Natalia Gajdamschko, Diana Cukierman, Julian Christians, Erin Hogg, Joseph Ssendikaddiwa, Keith Fong

**Regrets:** Cheryl Amundsen, Victor Song, Ker Wells, Tony Williams, Brad Johnson, Dai Heide, Nancy Johnston, Rochelle Tucker

**Scribe:** Denise Buck

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<thead>
<tr>
<th>TOPIC</th>
<th>DISCUSSION</th>
<th>ACTION</th>
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<tbody>
<tr>
<td>1. Announcements</td>
<td>• Welcome to Erin and Joseph, graduate and undergraduate student representatives</td>
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| 2. Approval of Agenda | • Approved  
**MOTION** Moved: Julian; Seconded: Erin | |
| 3. Approval of Previous Minutes | • Approved with revisions.  
**MOTION** Moved: Julian; Seconded: Erin | |
| 4. Business Arising | • The SCUTL sub-committee has been posting comments on Canvas for discussion regarding undertaking an inventory of SFU teaching and learning as previously discussed with Peter Keller, VPA  
• Before SCUTL can move forward, the sub-committee needs to confirm with Peter Keller if the previous action (submitted by Jon Driver and approved by Senate) is still in effect: Natalia is scheduled to meet with the VPA on June 28th and will report back to SCUTL  
• Donna will confirm if she is able to attend the June 22nd SETC meeting on behalf of Natalia  

**Action Item:**  
• Provide an update on the June 28th meeting with Peter Keller regarding conducting inventory of teaching and learning | NG |
| 5. Chair’s Report | • Discussed a Big Data initiative presented by Lynda Williams and Phil Winne at an Educational Systems Stewardship Committee (ESSC) meeting and the potential for SCUTL to be involved; Natalia will attend the kick-off meeting  
• Also at the ESSC meeting, Mark Roman, CIO, presented a draft summary report on feedback for ITS which will be shared with SFU  

**Action Item:**  
• Discuss SCUTL providing feedback on summary report to Mark Roman as an agenda item | DB |
| 6. Principles Regarding Use of SETC Data | • Tabled | |
| 7. SCUTL representative on | • Discussed need for SCUTL representation on the LSDC | |
the Learning Space Design Committee (Keith)

- To be confirmed if Brad can represent both TLC and SCUTL, if not there will be a call for volunteers, Keith will represent SCUTL if no volunteers step forward

**Action Items:**
- Contact LSDC Chair to confirm if Brad Johnson can represent both TLC and SCUTL
- If needed, send out a call for a LSDC volunteer

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<th>8. Roundtable</th>
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<td>• Discussed SCUTL representation on SFU teaching and learning committees</td>
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<td>• Decided SCUTL to review teaching and learning reports in order to make recommendations to various committees and/or request representation or to attend a meeting</td>
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**Action Items:**
- Request Big Data initiative report from Lynda Williams and distribute to SCUTL
- As a future agenda item, discuss how SCUTL could be more proactive regarding various teaching and learning committees/reports

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**Meeting adjourned at 12:05 pm.**

### MEETINGS

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<thead>
<tr>
<th>Date</th>
<th>Time/Location</th>
<th>Notes</th>
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<tbody>
<tr>
<td>July 19</td>
<td>11:00 am – 12:00 pm, EDB 7512</td>
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<tr>
<td>August 16</td>
<td>11:00 am – 12:00 pm, EDB 7512</td>
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