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

**Date:** July 19, 2017  
**Time:** 11:00 am – 12:00 pm  
**Location:** EDB 7512  
**Chair:** Natalia Gajdamaschko

**Attendees:** Natalia Gajdamschko, Diana Cukierman, Donna McGee-Thompson, Rochelle Tucker, Nancy Johnston, Keith Fong, Julian Christians, Erin Hogg, Joseph Ssendikaddiwa

**Regrets:** Shivanand Balram, Victor Song, Ker Wells, Tony Williams, Dai Heide, Brad Johnson

**Scribe:** Denise Buck

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<tr>
<th>TOPIC</th>
<th>DISCUSSION</th>
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<tr>
<td>1. <strong>Announcements</strong></td>
<td>• n/a</td>
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| 2. **Approval of Agenda** | • Approved  
**MOTION** Moved: Nancy; Seconded: Cheryl | |
| 3. **Approval of Previous Minutes** | • Approved  
**MOTION** Moved: Diana; Seconded: Keith | |
| 4. **Business Arising** | • August 16th meeting cancelled | |
| 5. **Chair’s Report** | • The Learning Space Design Committee (LSDC) would be welcome a member from SCUTL | |
| **Sub committee Report** | • On June 28th, Natalia met with Peter Keller, VPA, on behalf of the sub-committee  
• The sub-committee requested clarification regarding:  
  1) The recommendations of the Task Force on Flexible Education for an inventory to be done as part of a larger action plan coordinated through the VPA’s office (https://docushare.sfu.ca/dsweb/Get/Document-1110522/S.16-64.pdf)  
  2) Jon Driver’s 2013 memo to Senate regarding Educational Goals “SCUTL will oversee these processes, and will report annually to Senate on their implementation and impact; a thorough evaluation of the costs and benefits of the above practices and processes will be made for Senate in 2017 after the third year of implementation, and Senate will determine whether and on what basis they should be continued”  
• The VPA has formed a Learning Outcomes/Educational Goals Working Group chaired by Elizabeth Elle and Susan Rhodes; Natalia will be a member of the working group  
• The VPA confirmed that SCUTL will not be doing a teaching and learning inventory but will take a more active role with Educational Goals; the TLC may be able to provide support to SCUTL regarding Educational Goals | |
| 6. **Principles regarding use of SETC data** | • The Advisory Committee for Evaluation (ACE) will have representation from both graduate and undergraduate students  
• All meeting minutes will be available online for transparency  
• Discussed use of data within faculty, need for training for faculty and need of a policy on how to gather data and assess, timing of | |
evaluations, need for comparative data as well as student demographics and response rate
- Discussed ACE committee membership, e.g. Student Services
- Suggested an aggregate summary be shared with students and/or linked to transcripts
- Bring focus to teaching and learning rather than evaluation
- A SCUTL representative may be recommended for ACE

7. SFU Teaching and Learning Committees
- Discussed SCUTL representation on committees and staying informed on impacts to teaching and learning
- Educational Goals/Learning Outcomes Working Group and Admissions Review Committee identified as committees for discussion and for inviting to SCUTL meetings for updates

8. Roundtable
- n/a

Meeting adjourned at 12:05 pm.

### MEETINGS

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<td>2:00 – 3:00 pm, EDB 7512</td>
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<td>October 16</td>
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<td>November 20</td>
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<td>December 18</td>
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