### SENATE COMMITTEE ON UNIVERSITY TEACHING AND LEARNING (SCUTL) MEETING MINUTES

**Date:** February 27, 2018  
**Time:** 10:30 am – 12:00 pm  
**Location:** EDB 7512  
**Chair:** Natalia Gajdamaschko

**Present:** Natalia Gajdamschko, Rochelle Tucker, Erin Hogg, Karen Munro, Brad Johnson, Sheri Fabian, Daniel Ahadi, Nancy Johnston, Tony Williams, Dai Heide, Julian Christians, Keith Fong

**Regrets:** Diana Cukierman, Joseph Ssendikaddiwa, Shivanand Balram, Victor Song, Ker Wells

**Guests:** Barbara Frisken, Panos Pappas  
**Recorder:** Denise Buck

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| 1. Approval of Agenda | • Approved  
**MOTION** Moved: Nancy; Seconded: Tony | |
| 2. Approval of Previous Minutes | • Approved  
**MOTION** Moved: Nancy; Seconded: Rochelle | |
| 3. Business Arising | • Reviewed TAWG Speaker Series email | |
| 4. Chair’s Report | • Discussed the opportunity to provide feedback regarding the Vice-Provost and Associate Vice-President, Learning and Teaching, candidates  
• Natalia will be stepping down at the end of her term as the SCUTL Chair effective May 31, 2018  
• An online vote will be conducted for a new SCUTL Chair  
• TAWG Update:  
• TAWG is working on a roadmap  
• The SETC working group report research is useful for TAWG and will be looking at what can be implemented as deliverables;  
• TAWG is also reviewing the TCEP and TFTL reports | Action Item:  
• Send SCUTL Chair nominations, including self-nominations, to Natalia |
| 5. SETC Working Group Report (Panos Pappas) | • The history of this report is that Jon Driver, the former VPA, met with SCUTL and requested a working group be formed to assist in writing the eight institutional SETC questions which SCUTL agreed to; in addition, the VPA agreed to fund this report at the request of the SCUTL Chair (Panos)  
• The working group, co-chaired by Panos and Kevin O’Neill, disbanded once the report was finalized  
• The report was an exhaustive process and faced various staffing challenges accounting for the length of time required  
• The SETC working group report is intended for discussion and information purposes  
• The report was provided to the Teaching Assessment Working Group (TAWG) to prevent a duplication of effort |
The comments and feedback on the report from SCUTL were very positive and recognized the value of the report as well as the time and contributions of the working group.

- Discussed recommendations TAWG could suggest
- It is noted that SCUTL received the SETC working group report and endorse it as a valuable resource and contribution to be disseminated to the SFU community including, but not limited to, Tenure and Promotion Committee Chairs, Faculty Teaching Fellows, websites, etc.

**MOTION:** To submit the SETC Working Group report to Peter Keller, Vice-President, Academic, with the recommendation to forward to the Teaching Assessment Working Group (TAWG) to inform the work of TAWG and for dissemination.

**Motion moved by:** Nancy; Seconded by Tony

**Motion carried unanimously**

**Action Items:**
- SCUTL members to read SETC working group report for discussion at April 17 SCUTL meeting
- Invite Barbara Frisken to attend March 27th SCUTL meeting

6. Roundtable

- Tabled

*Meeting adjourned at 11:45 am.*

### MEETINGS

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<td>Tuesday, April 17</td>
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