AGENDA ITEMS

1) Approval of agenda
   Moved by M. Klemetski, seconded. O’Neil; approved.

2) Approval of previous minutes
   The June 6, 2019 meeting minutes will be circulated for approval at the next meeting, October 9.

3) Chair’s report
   Round table introductions.

4) CEE updates – Elizabeth Elle
   On July 15, 2019, Simon Fraser University launched the Centre for Educational Excellence (CEE).

   Elizabeth reminded members of the reasons for the change, and noted the four Divisions:

   a) Curriculum and Instruction Division (CID): Educational Development, English as a Second Language Initiatives, Indigenous Initiatives and, Workshops & Programs. Director I-Chant Chiang to start Sept. 30 and new EAL Associate Director Fiona Shaw started Sept. 2.
   b) Learning & Teaching Technology (LTT): Educational Technology, Course Production and, IT/Web Development. Director Grant Gregson to start Oct. 15.
   c) Learning Experiences Assessment & Planning (LEAP): SETC, Educational Assessment (to come). Director Kiran Bisra.
   d) ISTLD (will be integrated in 2020), Director Sheri Fabian.

   The position for Sr. Director, CEE is still open.

   The CEE is going to roll out a new helpdesk ticketing system by the end of October. This should allow us to better assist with instructor requests for support. Instructors with personal relationships with members of CEE can of course continue to reach out directly.
On October 2, the CEE will be having an Open House from 1300-1600 in both locations. More details to come.

ISTLD has taken on administering three grant programs from TLC: Decolonizing and Indigenizing (DI) Curricula, Student Learning Experience and, Open Educational Resources.

Distance courses are being transitioned from the course supervisor/TM model of CODE to being taught by faculty. We expect not all existing courses will be retained, and there will be opportunities to add new courses either fully online or blended once we have a transition plan in place. The university community will be consulted about blended course options starting this fall.

5) Well-being in learning environments – Jennifer Chou

J. Chou – shared the experiences of students seeking accommodation.

Copies were distributed to the members.

6) SCUTL Terms of Reference Discussion

S. Fabian – proposed that the Chair of SCUTL be the Associate Vice President, Learning & Teaching, and that we should consider who would replace the Director of TLC on the committee.

Motion that Chair of SCUTL be the Associate Vice President, Learning & Teaching by K. O’Neil; seconded by D. Ahadi; passed.

Motion to invite the Directors, Curriculum & Instruction and Learning & Teaching Technology to join SCUTL and to keep Director, Institute for the Study of Teaching and Learning in the Disciplines on the committee by K. O’Neil; seconded J. Stockie; passed.

Discussion re: voting rights for the ex-officio members. Committee members agreed to continue conversation in Canvas with changes to TOR to be finalized at next meeting.

ACTION ITEMS

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<td>Look into the questions asked in item 5.</td>
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<td>Talk to students about Risk &amp; Safety.</td>
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<td>Approve and revise the Terms of Reference.</td>
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<td>Verify with SCAR and/or Kris Nordgren senate rules about voting.</td>
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<td>Decide members on SCUTL(x3).</td>
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<td>Will chair next meeting.</td>
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<td>Future meeting: Invite Mitchell Stoddard to attend meeting to discuss faculty and instructors not honouring CAL’s accommodation requests as well as the issue of helping faculty identify and/or infer which students might need CAL support and assisting or pointing those students in the right direction.</td>
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<td>Ask Panayiotis Pappas to officially resign.</td>
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Meeting adjourned at 15h28.