



Senate Committee on University Teaching and Learning (SCUTL) Report to Senate (May 2018 – April 2019)

Submitted by:

Panayiotis Pappas, Chair 2018 – 2019 & Associate Professor, Department of Linguistics

A handwritten signature in black ink, appearing to read "P. Pappas".

Membership and Terms of Reference

SCUTL is a standing committee of Senate. Its Membership and Terms of Reference are given in Appendix I which is also available at <http://www.sfu.ca/senate-committees/scutl.html>

Meetings

SCUTL met 9 times between May 2018 and April 2019:

1. June 12, 2018
2. September 27, 2018
3. October 25, 2018
4. November 22, 2018
5. December 13, 2018
6. January 16, 2019
7. February 6, 2019
8. March 6, 2019
9. April 3, 2019



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Guests

The following individuals met with SCUTL during this period:

Guest	Date	Topic
Kiran Bisra, Manager, Assessment and Course Evaluation; Lana Newton, SETC Analyst	September 27, 2018	Student Evaluating of Teaching and Courses (SETC) Presentation
Mark McLaughlin; Chief Commercial Services Officer, Ancillary Services; Mikhail Dzuba, Director, Bookstore, Spirit Shop and Document Solutions	November 22, 2018	Digital Learning Resources Network (DLRN)
Elizabeth Elle, Vice-Provost and Associate Vice-President, Learning and Teaching	December 13, 2018	Update to SCUTL and provided potential activities for the next year
Trevor Davis, Executive Director, Research Operations	March 6 2019	New CV System (part of the Research Enterprise System Program)



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Highlights of Completed Activities

This year, SCUTL members provided advice and feedback to a variety of individuals and groups in addition to performing specific committee functions. These are listed below:

1. Representation on the Teaching Assessment Working Group (TAWG).
2. Representation on the Educational Systems Stewardship Committee (ESSC).
3. Representation on the Advisory Committee for SETC (ACE).
4. Representation on the Educational Goals / Learning Outcomes Working Group.
5. Spoke to SFUFA regarding SETC data for use in promotion from a labour perspective
6. Provided feedback to the Digital Asset Management (DAM) Solution Discovery, Lecture Capture Stream.
7. Provided feedback on SETC improvements concerning usage by Departments and instructors
8. Provided feedback to AVP LT on the Educational Goals draft report for SFU
9. Provided further feedback on the Educational Goals report which has been released on website
10. Provided feedback for the new online CV System (part of the Research Enterprise System Program) in very early preliminary discussions
11. Revised Terms of Reference in order to include membership of new AVP LT position as a voting member

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Activities to be Undertaken in the Coming Year (2019-2020)

1. Vice-Provost and Associate Vice-President, Learning and Teaching
 - SCUTL will continue to provide support for the initiatives of the Vice-Provost and Associate Vice-President, Learning and Teaching
2. Student Evaluation of Teaching and Courses (SETC)
 - Continue to support effective practices and principles for evaluating teaching at SFU
 - Present the SCUTL sub-committee Student Evaluation of Teaching and Courses Working Group (SETCWG) report “Developing a Teaching Assessment Framework for SFU” to Senate and disseminate to the broader SFU community
 - With the implementation of online software and the Student Evaluation of Teaching and Course (SETC) tool, SCUTL will continue to collaborate with academic and administrative units.
3. Educational Goals / Learning Outcomes
 - SCUTL will explore whether it can provide support for the development and revision of educational goals by academic units and how best to do so.
4. SCUTL will continue to explore ways to contribute to the SFU community by attending to teaching and learning issues and engaging in activities that are appropriate to its mandate.
5. SCUTL will participate at the 17th Symposium on Teaching and Learning on a panel based on the SETCWG report
6. SCUTL will continue to provide feedback for the new online CV System (part of the Research Enterprise System Program).

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APPENDIX I

Senate Committee on University Teaching and Learning

Standing committee (Reporting Category "B")

Last updated April 23, 2019

Members	Conditions	Term	Expiry Date	Name
Faculty Member of SCUTL	Chair. Elected by members of SCUTL	2 years	May 31, 2019	Panayiotis Pappas
Faculty Member (Applied Sciences)	Elected by Senate	3 years	May 31, 2019	Diana Cukierman
Faculty Member (Arts and Social Sciences)		3 years	May 31, 2020	Panayiotis Pappas
Faculty Member (Business Admin)		3 years	May 31, 2019	Victor Song
Faculty Member (Communication, Art & Technology)		3 years	May 31, 2021	Daniel Ahadi
Faculty Member (Education)		3 years	May 31, 2021	Kevin O'Neill
Faculty Member (Environment)		3 years	May 31, 2021	Shivanand Balram
Faculty Member (Health Sciences)		3 years	May 31, 2021	

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Faculty Member (Science)		3 years	May 31, 2020	Julian Christians
Faculty Senator	Elected by and from Senate	3 years	May 31, 2021	John Stockie
Undergraduate Student	Elected by Senate	1 year	May 31, 2019	Susan Luu
Graduate Student	Elected by Senate	1 year	May 31, 2019	Shuna Ho
Associate Vice-President, Learning and Teaching	Ex-officio (voting)			Elizabeth Elle
Director, Teaching and Learning Centre (or designate)	Secretary, Ex-officio (voting)			Brad Johnson
Associate Dean of Libraries, Learning and Research Services (or designate)	Ex-officio (voting)			Karen Munro
Executive Director, Student Affairs (or designate)	Ex-officio (voting)			Muriel Klemetski
Director, Institute for the Study of Teaching and Learning in the Disciplines (or designate)	Ex-officio (voting)			Sheri Fabian
Associate Director, Application Services, ITS (or designate)	Ex-officio (voting)			Mike Stanger
Recording Secretary (tlcdir@sfu.ca)	Ex-officio (non-voting)			Denise Buck



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Terms of Reference

Purpose

1. To provide institutional oversight on matters related to teaching and learning. These include but are not limited to educational goals, curriculum development and assessment, teaching and course evaluation processes, instructional development needs, and evolving teaching practices.
2. To provide advice, guidance, and support to relevant University bodies and stakeholders on matters related to teaching and learning.
3. To consider such matters, related to teaching and learning, referred to the Committee by Senate and its committees.

Operation

1. The Committee quorum shall be five members.
2. The Committee may establish sub-committees to gather information, develop expertise, conduct pilot projects or perform other tasks as assigned.
3. Committee meetings shall be open.
4. Committee meetings will be held monthly at times established before the beginning of each semester.
5. The Committee shall report to Senate in May of each year.
6. The Committee shall regularly solicit and review teaching and learning related surveys such as the annual SFU Undergraduate Survey, as well as reports of various units including but not limited to the Teaching and Learning Centre (TLC), the Centre for Online and Distance Education (CODE) and the Student Learning Commons (SLC).
7. The Committee shall regularly communicate with related committees such as the Education Systems Stewardship Committee and the Academic Integrity Committee.