

**MEMORANDUM**

Attention: Senate

From: Elizabeth Elle , Chair

 Re: Senate Committee on University Teaching and Learning (SCUTL),  
 Annual Report to Senate (May 2019 to April 2020)

Date: June 2, 2020

The Senate Committee on University Teaching and Learning is charged by Senate with the following terms of reference (updated this academic year):

**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 Centre for Educational Excellence 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.*

This report covers the period May 1, 2019 to April 30, 2020 during which SCUTL held 6 meetings.

### **Activities:**

This year was a time of change for SCUTL as the committee decided to transition from an elected faculty chair to being chaired by the AVP-LT. Accordingly, the committee spent a fair bit of time discussing the Terms of Reference and what initiatives are appropriate for the committee to pursue in future. Some meetings were cancelled to respect demands on committee members' time as we moved to remote teaching in March due to the coronavirus pandemic.

Some highlights:

1. Revised the Terms of Reference
2. Provided additional context for the purpose of SCUTL as a Senate committee
3. Reviewed and discussed the Academic Plan and how this relates to the work of SCUTL
4. Reviewed and the SETC and TAWG reports on teaching assessment, support for faculty, and how we might improve our teaching awards system. Sent a motion to Senate for an implementation plan.
5. Reviewed the university-level Educational Goals proposed for SFU and the role of SCUTL in providing formative feedback on assessment plans as part of the external review process.

Other discussions:

- The Library Instruction Plan
- How the Centre for Accessible Learning supports students and the role of instructors (M. Stoddard, guest)
- The flexible furniture consultation of the Learning Spaces Design Committee

### **SCUTL members during 2019-2020 were:**

E.Elle, Chair, January 2020 to present (Vice-Provost and Associate Vice-President, Learning and Teaching)  
S. Fabian, Chair, – May 2019 to December 2019

D. Ahadi, Communication, Art and Technology

S. Balram, Environment

K. Burke, Beedie School of Business

I. Chiang (Director of Curriculum and Instruction, Centre for Educational Excellence)

J. Chou (Undergraduate Student Representative)

J. Christians, Science

D. Cukierman, Applied Sciences

S. Fabian (Director, Institute for the Study of Teaching and Learning in the Disciplines, Centre for Educational Excellence)

G. Gregson (Director, Learning and Teaching Technology , Centre for Educational Excellence)

S. Ho (Graduate Student Representative)

M. Klemetski (Executive Director, Work Integrated Learning)

K. Munro (Associate Dean, Library, Learning and Research Services)

K. O'Neill, Education

M. Stanger (Associate Director, Application Services, ITS)

J. Stockie, Science (member of Senate)

R. Tucker (Health Sciences)

A. Watson, Arts and Social Sciences

L. Humeniuk, Recording Secretary (June 2019, October 2019, November 2019)

E. Rios, Recording Secretary (September 2019)

E. Babingao, Recording Secretary (January 2020 to April 2020)