Senate Committee on University Teaching and Learning (SCUTL)

MEETING MINUTES

Wednesday, January 8, 2020
2:00 – 3:30 pm
EDB 7512 (inside EDB 7560, the Centre for Educational Excellence)

Attendees: Elizabeth Elle (Chair), I-Chant Chiang, Julian Christians, Diana Cukierman (arrived late at 2:45pm), Sheri Fabian, Grant Gregson, Muriel Klemetski, Kevin O’Neill, Mike Stanger (left early at 3pm), John Stockie

Regrets: Daniel Ahadi, Shiv Balram, Jennifer Chou, Shuna Ho, Karen Munro, Rochelle Tucker

Recorder: Erin Babingao

1. Approval of Agenda
Agenda was approved with the addition of discussing scheduling of meetings.

2. Approval of Previous Minutes (November 2019)
The minutes of November 13, 2019 were approved as presented.

3. Chair’s Report
The Chair gave an HR update of the following: Tara McFarlene received a staff award. Nanda Dimitrov started as the Senior Director in the CEE. WIL is hiring a Project Manager for the experiential education project. SFU’s new president has been appointed, Joy Johnson. The new VP Academic & Provost search is occurring.

The Chair met with Kelli Whittle to discuss a review of the WQB initiative and mentioned that eight faculty representatives are needed to be part of this process. SCUTL will be part of the consultation.

Broadening the TA/TM training program has been proposed through the Student Experience Initiative. Nanda, the Senior Director of CEE, will be consulted on this process. SCUTL will not be involved.

4. Academic Plan: review the plan & determine where and how SCUTL can contribute
The Chair asked the committee members to brainstorm how SCUTL can be more involved in moving forward items in the Academic Plan, what the purpose is of the committee, how they can support the Provost, and what the end goal is to eventually establish a streamlined committee mandate.
In addition the Chair asked the committee how the Senate can use their recommendations as SCUTL can only speak through the Senate and not through other fora.

The Chair facilitated a small group activity to discuss the strategies that support the challenges outlined in the Academic Plan. These were the chosen areas of discussion:

<table>
<thead>
<tr>
<th>Academic Plan Items</th>
<th>Discussion</th>
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| 1.3 Ensure course access and scheduling are not impediments to timely degree completion | • How do students actually choose their courses?  
• Where do they get advice (advisors, friends, instructors, etc.)?  
• What would next steps be for SCUTL with this project? |
| 1.4 Build innovative learning spaces across the campuses                              | • Infrastructure ie. video seminar  
• Support faculty & students  
• In the classroom, blended audio and lecture capture  
• Privacy of student information, accessibility  
• What can we do provide evidence for need and advocacy for operations?  
• Environmental scan  
• Where are the innovative spaces at SFU?  
• Needs assessment  
• Is this activity better met by the LSDC, Learning Space Design Committee? |
| 2.6 Support the re-design of courses and their delivery to facilitate diversity of pedagogy, and to embrace alternative learning styles. Provide the infrastructure to support these, including transition from the CODE courses to Faculties. | • For in-class and out of classroom  
• Guidelines on assessment (for external review) – create and disseminate (closest for action)  
  • All varying programs/courses/etc.  
  • What to do next?  
• Workload impact  
• Set educational goals for SFU: EE to bring EGLO report and next steps back to SCUTL. |
| 2.4 Continue to implement the design and assessment of course, program and institutional educational goals/learning outcomes | • “Alternative” – methods of necessary teaching  
• Operationalize and socialize TAWG report (SETC undergrad)  
• Collective Agreement implications  
• EE to bring plan for operationalizing TAWG report to SCUTL for discussion prior to bringing to Provost. |
| 2.5 Advance the student evaluation of teaching and courses (SETC) initiative and support conversation around alternative methods of assessing quality of learning, teaching and courses | • Promote/ champion inclusion of authoring OER materials in T&P materials  
• Start a conversation about OER strategy  
• Environmental scan → recommendation on OER  
• Report on TPC requirements for OER authored materials  
• Is this advocacy within the mandate of SCUTL? Next steps? |

5. Roundtable (time permitting)

Sheri suggested that the instructor makes a difference to the enrichment of an online course. Elizabeth says CEE plans to debrief all instructors who have taught the pilot online offerings.
Dianne mentioned that there is a lack of departmental and central computer labs. Within the available computer labs there is not enough desk space for group work. Views and ideas are mixed on how the labs are used.

Meeting adjourned at 3:22pm.

**ACTION ITEMS**

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<tr>
<th>Action Items</th>
<th>Agenda Item #</th>
<th>Owner</th>
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<tbody>
<tr>
<td>1. Provide additional context for purpose of Senate committees.</td>
<td>4</td>
<td>E. Elle</td>
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<tr>
<td>2. Outline what is needed for computer lab space for the LSDC</td>
<td>5</td>
<td>D. Cukierman</td>
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<td>3. Change time of upcoming meetings to start 30 minutes later to accommodate the members who teach classes (2:30pm start)</td>
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<td>E. Babingao</td>
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**Next meeting:**

Wednesday, February 12, 2020
2:30pm – 4pm
EDB 7512

Discuss the issues raised about the specific strategies in the Academic Plan with the full committee instead of in small groups.