Senate Committee on University Teaching and Learning
Report to Senate (May 2007-May 2008)

Submitted by
Dr. Paul Neufeld, Chair & Associate Professor, Faculty of Education
& Dr. David Kaufman, Secretary & Director, LIDC

Membership and Terms of Reference

SCUTL is a standing committee of Senate. Its Membership and Terms of Reference are given in Appendix I, which also is available at http://www.sfu.ca/senate/SenateComms/SCUTL/index.html

Meetings

SCUTL met 9 times between May, 2007 and May, 2008.

Guests

The following individuals met with SCUTL during this period:

Guest	Meeting Date	Topic
Frances Atkinson, Director IT Services	November 19, 2007	Reorganization and how IT works with various SFU departments
Ted Kirkpatrick, former Chair, SCUTL	January 21, 2008	Questionnaire to Departmental Assistants re: course evaluations
Bill Krane, Associate VP Academic	February 18, 2008	LIDC external review report and further action
Gary Poole, Director, TAG Centre, UBC	February 18, 2008	New course evaluation process ongoing at UBC
Ted Kirkpatrick, former Chair, SCUTL	March 17, 2008	Questionnaire to Departmental Assistants re course evaluations
Christine Kurbis, Program Coordinator, LIDC	April 16, 2008	McGraw-Hill Conference on Teaching and Learning at SFU

Highlights of Activities Completed

This year, SCUTL provided advice and feedback to a variety of individuals and groups. These are listed below:

1. Provided feedback to the Director, IT on services to SFU units.
2. Provided feedback to Bill Krane regarding the report from LIDC's external review.
3. Provided consultation on the theme of the SFU 2008 Annual Symposium on Innovative Teaching (sponsored by McGraw-Hill Inc.)
4. Surveyed Departmental Assistants on current course evaluation forms and practices at SFU. Report currently being prepared for Vice President, Academic.
5. Provided feedback to Student Services regarding SFU Undergraduate Student survey (Fall 2007).
6. Discussed implications of new UBC course evaluation process on our SFU process.
7. Provided feedback to Christine Kurbis, LIDC regarding 2008 Annual Symposium on Innovative Teaching (sponsored by McGraw-Hill).

8. Continued its examination of the issue of course and teaching evaluations at SFU.

Activities to be Undertaken in the coming year(2008-09)

1. Elect a new Chair.
2. Complete examination of course/teaching evaluation forms/process.
3. Assist in planning the International Conference on Improving University Teaching to be held at SFU in Summer 2009.

Paul Neufeld
Chair, SCUTL

APPENDIX I

Senate Committee on University Teaching and Learning (SCUTL)

Standing (Reporting Category B)

Updated on 20 December 2007

Members	Conditions	Term	Expiry Date	Name
Faculty Member of SCUTL	Chair. Elected by members of SCUTL	2 years	May 31, 2009	Paul Neufeld
Faculty Member (Applied Sciences)		3 years	May 31, 2010	Janet McCracken
Faculty Member (Arts and Social Sciences)		3 years	May 31, 2008	Nicole (Nicky) Didicher
Faculty Member (Business Admin)		3 years	May 31, 2010	Stephen Spector
Faculty Member (Education)	Elected by Senate	3 years	May 31, 2009	Paul Neufeld
Faculty Member (Health Sciences)		3 years	May 31, 2009	Timothy Beischlag
Faculty Member (Science)		3 years	May 31, 2008	Chris Kennedy
Undergraduate Student	Elected by Senate	1 year	May 31, 2008	Kevin Harding
Graduate Student		1 year	May 31, 2008	Joe Qranfal
Director, Learning and Instructional Development Centre	Secretary, Ex-officio (voting)			David Kaufman
Director, Student Learning Commons	Ex-officio (voting)			Elaine Fairey
Sen. Director Learning and Retention (or designate)	Ex-officio (voting)			Nancy Johnston

Terms of Reference:

1. To provide advice on matters pertaining to Learning Outcomes and Prior Learning Assessment.

2. To review periodically, and provide advice on, grading practices and standards in the Faculties.

3. To provide advice and guidance on development and upgrading of teaching evaluation instruments in use in the University.

4. To review periodically, and to provide advice on, the instructional development needs of faculty, laboratory and sessional instructors and teaching assistants including teaching enhancement initiatives and professional development.

5. To review and recommend learning support services for instructional staff including graduate teaching and graduate training evaluation, as well as receive and comment on the annual reports of various groups including: the Learning and Instructional Development Centre, the Centre for Online and Distance Education, Academic Computing Services, and Student Academic Resources. Also to review annual undergraduate surveys.

6. To provide advice on the efficacy of various teaching strategies in relation to changing teaching and learning environments.

7. To consider such matters, related to teaching and learning, referred to the Committee by Senate and its committees.

Quorum - 5 members

Reports to Senate annually in May/June.