

**Teaching and Learning Committee (TLC) Annual Plan for General Faculties Council  
2023-2024**

**DATE:** November 15, 2023

**SUBMITTED BY:** Nancy Ogden, TLC Chair

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**PRIORITIZED SUMMARY OF PROJECTED ACTIVITIES AND OUTCOMES**

The Teaching and Learning committee (TLC) is a governance body that acts as a standing committee of the General Faculty Council (GFC). At present, its role is to provide strategic advice to GFC as it pertains to teaching and learning through (1) policy review related to teaching and learning; and (2) the development and maintenance of practice guidelines related to teaching and learning.

The March 23, 2023 minutes of TLC state that the establishment of working groups should be in response to direction from GFC on matters to be addressed by TLC, resulting in a work plan/purpose already in place. The TLC will review this advice as part of the charter audit [re: item #1 below]. Nonetheless, without specific direction from GFC and depending on discussions with regard to the charter review and identification of overlap, if any, between the governance responsibilities of the TLC and other standing committees of the GFC or other working groups at MRU, the members of the TLC will complete the following tasks in the coming academic year. Each has been approved and recommended by the members of the TLC.

1. Re-examine/review the TLC Charter and the value/purpose of the TLC as a standing committee of the GFC.
2. Support the Academic Plan Working groups and steering committees as needed.
3. Review the common guidelines for course syllabi as outlined in the TLC minutes from March 23, 2023.
4. Establish a working group to review and recommend to GFC any non-classroom customized SET instruments approved by TLC (see Student Evaluation of Teaching Policy 3.8), review existing forms using an EDI lens, and approve the Annual Report on SET-related trends and issues (see Student Evaluation of Teaching Policy 1.9 and 4.2).

The TLC will report to GFC on its deliberations and outcomes and will also respond to direction from GFC as required.

**SCHEDULE OF MEETINGS AND PROJECTED ACTIVITIES**

1. Thursday, September 28, 2023
2. Thursday, November 9, 2023
3. Thursday, December 7, 2023
4. Thursday, February 29, 2024
5. Thursday, April 4, 2024
6. Thursday, May 2, 2024

**COMMITTEE MEMBERSHIP**

Nancy Ogden, GFC Academic Staff Member, CHAIR

Karim Dharamsi, Vice-Provost, Academic, VICE-CHAIR

Meagan Bowler, Dean, University Library

Christian Cook, Director, Academic Development Centre (ADC)

Andrew Goodmanson, Manager, Learning Technologies (ADC)

Kelly Williams-Whitt, Dean Representative

Gaye Warthe, Associate Dean/Vice Dean responsible for teaching and learning

Lavinia Moldovan, GFC Academic Staff Member (Arts)

Brenda Lang, GFC Academic Staff Member (Business and Communication Studies)

Liza Choi, GFC Academic Staff Member (Health, Community and Education)

*Vacant*, GFC Academic Staff Member (Science and Technology)

Gabrielle Broitman–Levandovsky, Academic Staff Member (Teaching & Learning)

Alice Swabey, Academic Staff Member (University Library)

Dimitra Fotopoulos, Continuing Education Representative (*October – Present*)

Kristin Fulton, Student Affairs Representative

Luis Rios, Student Representative

Marwaa Tahir, Student Representative

**Resources**

Katharine Barrette, Associate Dean/Vice Dean responsible for teaching and learning

Adam Cave, Associate Dean/Vice Dean responsible for teaching and learning

David Hyttenrauch, Associate Dean/Vice Dean responsible for teaching and learning

Melanie Rathburn, Associate Dean/Vice Dean responsible for teaching and learning

Mark Hiebert, Designate for CIO and AVP, Information Technology Services

Sheena Dyer, Assistant University Secretary, GFC, RECORDING SECRETARY

*For additional information and meeting minutes, visit the [TLC](#) webpage.*