

TEACHING AND LEARNING COMMITTEE

February 27, 2025 at 3pm – 5pm

University Boardroom A341

IN ATTENDANCE:

Charles Hepler	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
Ademola Adesola	GFC Academic Staff Member (Arts)
Neil Brigden	GFC Academic Staff Member (Business, Communication Studies & Aviation)
Maryam Elahi	GFC Academic Staff Member (Science and Technology)
Alice Swabey	Academic Staff Member (University Library)
Kristin Fulton	Student Affairs Representative
Ayden Ali	Student Representative
Fiona Chetty	Student Representative

Resources

Adam Cave	Associate Dean/Vice Dean responsible for teaching and learning
Sarah Hewitt	Associate Dean/Vice Dean responsible for teaching and learning
Sheena Dyer	Assistant University Secretary, GFC, RECORDING SECRETARY

Guests

Amy Nixon	General Counsel and University Secretary
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NOT IN ATTENDANCE:

Julie Boone	GFC Academic Staff Member (Health, Community and Education)
Dimitra Fotopoulos	Continuing Education Representative

The Chair called the meeting to order at 3:03PM.

1. Approval of Agenda

Moved and seconded:

THAT the Agenda for the February 27, 2025 Teaching and Learning Committee meeting be approved.

Motion carried

2. Approval of Meeting Minutes

2.1. Minutes from December 5, 2024

Moved and seconded:

THAT the Minutes of the December 5, 2024 Teaching and Learning Committee meeting be approved.

Motion carried

2.2. Business Arising from the Minutes

There was no business arising from the minutes.

3. Teaching and Learning Committee Roles Clarification Discussion

The Chair provided a discussion document to help with an open discussion on possible areas TLC could take responsibility for, with the goal of crafting a request to GFC to better define TLC's role and establish clear pathways for materials to come forward to TLC and make recommendations. The following areas were identified and discussed to determine which ones to include in the request to GFC:

- SPoTs – Content and Interpretation
 - Committee support for TLC to review the content of SPoTS and explore a defined review cycle
 - Request further clarification on TLC's responsibility for evaluation the instrument, acknowledging that there are intersections with the MRFA Collective Agreement
- Peer Evaluation
 - Request further clarification between TLC and the Academic Standard Committee's responsibilities related to peer evaluation
 - Support for TLC to have responsibility as it relates to teaching and learning, but need clarity on how TLC is involved in this
- Grading Policies and Grade Distributions
 - No responsibility for TLC in this area, as it falls under the purview of other GFC Standing Committees
- Artificial Intelligence Policies
 - Various perspectives were heard about the Generative AI Working Group and there were suggestions for AI-related areas where TLC could provide guidance with the development of recommendations
 - Support for TLC having some involvement with the AI Working Group, but need clarity on the level of involvement and related to teaching and learning
- Course Outlines
 - TLC annually reviews the Syllabus Guidelines if there are policy changes that need to be incorporated into the guidelines
 - Formating of course outlines resides within each Faculty or at department levels
 - Concern was raised about the length and repetitiveness of course outlines, and there were comments made both for and against TLC having a role in addressing this
 - Support for TLC to continue an annual review of Syllabus Guidelines
- Open Access Issues
 - Support for TLC looking at open access issues, as it does relate to teaching and learning and TLC's responsibility to consider matters brought forward by the University Library

- Accessibility Issues/UDL
 - As other areas of the university have responsibility for access and inclusion and in consideration that main areas of concern are resource related, this outside of TLC's scope
 - Comments were made with general support for UDL, but not as a TLC responsibility
- Learning-related Technologies
 - Support for consulting with TLC in learning-related technology discussions prior to decisions being made, noting that resourcing/funding considerations are outside TLC's purview
 - Suggestion for TLC to receive regular updates on ADC/ITS initiatives related to learning technologies
- WIL/Experiential Learning
 - Support for bringing discussions to TLC that are related to recommendations on policies

4. **SPoTs – brainstorming exercise to identify challenges with SPoTs and determine next steps for TLC**
Deferred to next meeting.

5. **Working Group Update – Syllabus Guidelines**
Deferred to next meeting.

6. **Reports:**

- 6.1. Report from the Senior Administrator to the Committee
K. Dharamsi shared updates from the Experiential Learning Working Group and General Education Working Group, and gave a brief update on exploring the University of Waterloo Optometry Program for MRU.
- 6.2. Committee Chair Report
A copy of the most recent Committee Chair's Report to GFC was provided for information.

7. **For Information:**

- 7.1. TLC 2025-26 Meeting Schedule
Received for information.

8. **New Business**

There was no new business.

It was clarified that the Chair will be drafting the request to GFC per the discussion from Agenda Item 3 to share with TLC prior to submitting it to GFC.

9. **Adjournment 4:35PM**