

**TEACHING AND LEARNING COMMITTEE MEETING**

**March 24, 2022**

**VIRTUAL**

**IN ATTENDANCE:**

Christian Cook	CHAIR, GFC Academic Staff Member
Michael Quinn	VICE-CHAIR, Vice-Provost and AVP, Academic
Meagan Bowler	Dean, University Library
Amanda Veinotte	Manager, Learning Technologies (ADC)
Brad Mahon	Dean Representative
Shane Gannon	Associate Dean responsible for teaching and learning
David Clemis	GFC Academic Staff Member (Arts)
Brenda Lang	GFC Academic Staff Member (Business and Communication Studies)
Mohamed El Hussein	GFC Academic Staff Member (Health, Community and Education)
Luciano Santos	Academic Staff Member (Teaching & Learning)
Yasmin Ahmed	Student Representative
Luis Rios	Student Representative

Resources

Gaye Warthe	Associate Dean responsible for teaching and learning
Melanie Rathburn	Associate Dean responsible for teaching and learning
Ian Watson	Designate for CIO and AVP, Information Technology Services
Sheena Jensen	RECORDING SECRETARY, Assistant University Secretary, GFC

**NOT IN ATTENDANCE:**

Katharine Barrette	Academic Staff Member (University Library)
Catharine Lindland	Student Affairs Representative

C. Cook, Chair, called the meeting to order at 3:02pm and confirmed quorum.

**APPROVAL OF AGENDA**

***Moved and seconded:***

**THAT** the Agenda for the March 24, 2022 Teaching and Learning Committee meeting be approved.

***Motion carried***

**APPROVAL OF MEETING MINUTES**

***Moved and seconded:***

**THAT** the Minutes of the February 24, 2022 Teaching and Learning Committee meeting be approved.

***Motion carried***

**Business Arising from the Minutes**

There was no business arising from the minutes.

## **REVIEW OF SYLLABUS GUIDELINES**

The Syllabus Guidelines were reviewed. Questions were responded to for clarification on the policy revision process, including the 30-day consultation step, updating the guidelines when policy changes occur, and the management and distribution of the guidelines. M. Quinn and S. Gannon will connect after the meeting regarding the matter of relating the 25% of grade deadline and the guidelines. It was advised that the TLC Charter will need to be updated to include the committee's role with the Syllabus Guidelines.

## **WORKING GROUP UPDATES**

### **Learning Management System**

The working group shared that a vendor has been selected and communications to the MRU community are forthcoming. A comment was made about the importance of communication to all stakeholders with the stages of this project.

### **Celebrate! Event**

The working group provided an update on the planning for the Celebrate! Event, including finalizing a keynote speaker and encouraging TLC members help advertise the event and the call for proposals.

### **Future for Online Teaching Approaches/Strategy**

The working group shared that they will be doing a session as the keynote speakers at the upcoming Mount Royal Faculty Association Retreat, *"Post-Pandemic Teaching and Learning at MRU: Charting the Course Together"*. A matter was raised informing the committee that there have been some concerns heard from their colleagues outside of GFC about whether or not this working group is connected to online learning delivery decisions at MRU, which is not within TLC's purview. The concerns were discussed in relation to the purpose of this working group, and it was concluded that the name of this working group could be revised to align with their intent and goals that are within the purview of GFC and the TLC. The name of the working group will be discussed at their next meeting.

## **REPORTS**

### **Committee Chair Report**

The Chair shared that within the ADC there are new educational technology tools that will be deployed, including a lightboard and a video platform.

### **Report from the Senior Administrator to the Committee**

A brief update was given on the Vice-Provost, Academic position, and questions were responded to related to the candidate search process.

## **NEW BUSINESS**

There was no new business.

## **ADJOURNMENT**

**4:25PM**