

TEACHING AND LEARNING COMMITTEE

May 11, 2023 at 3pm – 5pm

University Boardroom A341

IN ATTENDANCE:

Kenna Olsen, Designate for Vice-Provost, Academic, VICE-CHAIR

Kelly Williams-Whitt, Dean Representative

Shane Gannon, Associate Dean responsible for teaching and learning

Cheryl Techentin, GFC Academic Staff Member (Arts)

Brenda Lang, GFC Academic Staff Member (Business and Communication Studies) *(via Google Meet)*

Gaye Warthe, GFC Academic Staff Member (Health, Community and Education)

Luciano Santos, Academic Staff Member (Teaching & Learning) *(via Google Meet)*

Robin Randall, Student Affairs Representative

Tala Abu Hayyaneh, Student Representative *(via Google meet)*

Resources

Adam Cave, Associate Dean responsible for teaching and learning

Melanie Rathburn, Associate Dean responsible for teaching and learning

Sheena Jensen, Assistant University Secretary, GFC, RECORDING SECRETARY

NOT IN ATTENDANCE:

Katharine Barrette, Academic Staff Member (University Library)

Meagan Bowler, Dean, University Library

Haroon Chehade, Student Representative

Christian Cook, GFC Academic Staff Member, CHAIR

The Vice-Chair called the meeting to order at 3:02p.m.

1. Approval of Agenda *(motion)*

Moved and seconded:

THAT the Agenda for the May 11, 2023 Teaching and Learning Committee meeting be approved.

Motion carried

2. Approval of Meeting Minutes

2.1. Minutes from April 20, 2023 *(motion)*

Moved and seconded:

THAT the Minutes of the April 20, 2023 Teaching and Learning Committee meeting be approved.

Motion carried

2.2. Business Arising from the Minutes

2.2.1. Information update on the *Student Evaluation of Teaching Policy*, section 3.8.

The Provost's Office is aware and will be addressing the SPOT Annual Report item annually, as per the policy.

3. TLC Charter Review

The TLC Charter was reviewed. Discussion took place on the relationship between TLC and ADC, how the work of TLC is informed, and the membership composition in consideration of the establishment of Vice-Dean positions. Comments on these matters will be shared with EC to help inform their committee structure review.

4. Draft TLC Annual Report to GFC 2022-23

The draft TLC Annual Report to GFC 2022-23 was reviewed.

5. Working Group Updates

5.1. Celebrate! Teaching and Learning Event

An update on the event was summarized in the annual report.

It was added that the Syllabus Guidelines will be reviewed in Fall, and going forward it will be an annual work plan item at the end of each academic year.

6. Report from the Senior Administrator to the Committee

No report.

7. TLC Membership List 2023-24

The TLC Membership List 2023-24 was shared for information.

8. New Business

There was no new business.

9. Adjournment 3:28PM