

TEACHING AND LEARNING COMMITTEE
November 24, 2022 at 3pm – 5pm
University Boardroom A341

IN ATTENDANCE:

Christian Cook, GFC Academic Staff Member, CHAIR
Kenna Olsen, Designate for Vice-Provost, Academic, VICE-CHAIR
Meagan Bowler, Dean, University Library
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)
Katharine Barrette, Academic Staff Member (University Library)
Robin Randall, Student Affairs Representative
Yasmin Ahmed, 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:

Haroon Chehade, Student Representative
Amanda Veinotte, Manager, Learning Technologies (ADC)

The Chair called the meeting to order at 3:02p.m. and confirmed quorum.

1. Approval of Agenda *(motion)*

Moved and seconded:

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

Motion carried

2. Approval of Meeting Minutes

2.1. Minutes from October 27, 2022 *(motion)*

Moved and seconded:

THAT the Minutes of the October 27, 2022 Teaching and Learning Committee meeting be approved.

Motion carried

2.2. Business Arising from the Minutes

2.2.1. Update on Revising Teaching Evaluation Forms

The Chair gave an update on revising the teaching evaluation forms as raised at the previous TLC meeting. The Chair has contacted the Provost (who is also the Vice-Chair of

EC and GFC) and the Vice-Provost, Academic to inquire about TLC's follow-up and role in updating the forms that are within TLC's purview, and if the changes required may be editorial. Once confirmed, TLC will be informed of the work that is required to be done by this Committee.

The Chair gave an update on the Learning Management System working group's meetings since the previous TLC meeting and the difficulty they had in identifying a work plan, in consideration of ongoing consultations for the LMS happening on campus. The working group recommended to TLC that the group be disbanded and members would join other TLC working groups (if not already part of another group). TLC agreed to disband the Learning Management System working group.

3. Working Group Updates

3.1. Syllabus Guidelines Annual Review – Revised Syllabus Guidelines

The working group presented revised Syllabus Guidelines to reflect recent updates to Policies. It was highlighted that the document also reflects changes in office names not yet updated in Policy, and that was flagged for the Policy Sponsors.

The working group decided not to address "turnitin.com" specifically in the Guidelines (regarding the Matching Software section). A recommendation from Legal had been received by the working group and it was explained to the Committee that the recommended statement used language from "turnitin.com"'s licensing agreement. Discussion took place about the working group's decision to not include this statement in the Guidelines, if it belongs elsewhere, and if or how that would be communicated to faculty who would be using "turnitin.com".

It was agreed that the statement does not belong in a course syllabus (and therefore, not in the Syllabus Guidelines) because not all faculty will use "turnitin.com" and the direction given to TLC was to develop these Guidelines to reflect current Policy only.

Moved and seconded:

THAT the Teaching and Learning Committee accept the Syllabus Guidelines changes, effective November 24, 2022.

Motion carried

The work of the Syllabus Guidelines Working Group was concluded for the academic year.

3.2. Celebrate! Teaching and Learning Event

The Chair gave an update that the event will be in person on May 4, 2023. They were also looking for additional volunteers on the working group.

3.3. Future for Online Teaching Approaches/Strategy

The Chair of the working group is Cheryl Techentin. An overview of their work plan for the year was given, focusing on a scan of the online environment across other post-secondary institutions

in Canada with the goal of perhaps presenting their information at Celebrate! and MRFA PD Days for feedback about which options are best practices.

In response to a question about what the group may be able to recommend to TLC, it was discussed that within the timeframe for this academic year, this scan may be all the group could accomplish and would proceed to the next stage (such as writing a white paper) in the next academic year. Discussion took place on what the outcomes of this group's work could look like by the end of the year and clarification of their scope of work based on discussions from the previous TLC meeting.

3.4. Learning Management System

Update given as part of Item 2.1. *Business Arising from the Minutes.*

4. Committee Chair Report

The Chair shared updates on consultations to receive feedback on the new LMS and creating a process/reference document to respond to complex questions for using the system. An overview of current initiatives with ADC was provided.

5. Report from the Senior Administrator to the Committee

No report.

6. New Business

There was no new business.

7. Adjournment 4:17PM