

**TEACHING AND LEARNING COMMITTEE**

**October 6, 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  
Amanda Veinotte, Manager, Learning Technologies (ADC) (*via Google Meet*)  
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)  
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  
Haroon Chehade, Student Representative

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:**

Yasmin Ahmed, Student Representative  
Meagan Bowler, Dean, University Library

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

**1. Approval of Agenda (*motion*)**

***Moved and seconded:***

**THAT** the Agenda for the October 6, 2022 Teaching and Learning Committee meeting be approved, as presented.

***Motion carried***

**2. Approval of Meeting Minutes**

2.1. Minutes from May 12, 2022 (*motion*)

***Moved and seconded:***

**THAT** the Minutes of the May 12, 2022 Teaching and Learning Committee meeting be approved, as presented.

***Motion carried***

2.2. **Business Arising from the Minutes**

Temporary peer evaluation forms for use during the COVID-19 Pandemic will be discussed at the October 27, 2022 TLC meeting.

It was clarified that the Associate Deans distribute the Syllabus Guidelines to their Faculty. It was suggested this be further considered as part of the annual review of the Syllabus Guidelines.

**3. Meeting Schedule and Membership**

The 2022-23 TLC meeting schedule and membership list were reviewed.

**4. TLC Charter**

The TLC Charter was reviewed.

**5. Discuss Annual Plan and Working Groups (*for discussion*)**

Discussion focused on establishing working groups for this academic year, and anticipated committee-wide work and responsibilities that may come forward per TLC's mandate.

The continuation of working groups from the previous year was considered, as well as suggestions for new working groups, and the work/outcomes that could be accomplished within this academic year to advance specific initiatives related to university-wide teaching and learning. Suggestions included:

- Revisions to the Student Perception of Teaching forms
- Syllabus Guidelines annual review
- Future of Online Teaching Approaches/Strategies
- Celebrate! Teaching and Learning event
- Learning Management System
- Learning spaces
- Program learning outcomes

It was agreed to conduct a poll for members to select the top four working groups to establish this year, and then a sign-up form to join one or two working groups will be circulated to members.

**6. Working Group Updates from Previous Year 2021-22**

No further discussion.

**7. TLC 2021-2022 Assessment Survey Results**

Received for information.

**8. Committee Chair Report**

No further updates.

**9. Report from the Senior Administrator to the Committee**

No report.

**10. New Business**

There was no new business.

**11. Adjournment 4:57PM**