

General Faculties Council  
**TEACHING AND LEARNING COMMITTEE**  
Approved Minutes

Meeting 53  
September 19, 2019, 2:00 p.m.

A167

***Voting Members***

Leslie Reid, Co-Chair  
Dawn Johnston, Academic Co-Chair  
Mohamed Abdelsamie  
Fabiola Aparicio-Ting  
Jessica Ayala  
Wendy Benoit  
Catherine Burwell – left after Item 8  
Tracey Clancy  
Kevin Dang  
Dianne Gereluk – left after Item 8  
Christie Hurrell  
Nickie Nikolaou  
David Paskevich

***Non-Voting Members***

Susan Barker  
Geoff Crowe  
Kent Donlevy – left after Item 9  
Patti Dyjur  
Natasha Kenny  
Kim Lenters  
Mary-Jo Romaniuk

***Secretary***

Susan Belcher

***Scribe***

Elizabeth Sjogren

***Regrets***

Kent Hecker  
Melanie King Rosario  
Elena Rangelova  
Leighton Wilks

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The Co-Chair called the meeting to order at 2:05 p.m. and confirmed quorum.

**1. Approval of the Agenda**

**Moved/Seconded**

That the Agenda for the September 19, 2019 Teaching and Learning Committee meeting be approved.

**Carried**

**2. Remarks of the Co-Chair and Academic Co-Chair**

The Co-Chair reported that the General Faculties Council Executive Committee has appointed Jessica Ayala as the Teaching and Learning Committee member of the Campus and Facilities Development Subcommittee.

### **3. Approval of the May 30, 2019 Minutes**

Documentation for this item was circulated with the Agenda.

**Moved/Seconded**

That the Minutes of the Teaching and Learning Committee meeting held on May 30, 2019 be approved.

**Carried**

### **4. Recommendation of the 2019-2020 TLC Work Plan**

Documentation for this item was circulated with the Agenda. The Co-Chair and Academic Co-Chair presented this item.

Highlights:

- The Co-Chair reminded the Committee that the work plan sets out the anticipated work for the Committee for the meeting year
- It was suggested that the Annual Taylor Institute (TI) Report be scheduled for January 2020 rather than May 2020, as it will be ready

**Moved/Seconded**

That the Teaching and Learning Committee (TLC) recommend that the General Faculties Council approve the TLC Work Plan for the 2019-2020 academic year, in the form provided to the Committee, with the requested amendment.

**Carried**

### **5. Appointment to the Information Asset Management Committee**

Documentation for this item was circulated with the Agenda. The Co-Chair and Academic Co-Chair presented this item.

Highlights:

- Natasha Kenny, the current Committee member serving on the Information Asset Management Committee (IAMC), reviewed the role of the IAMC and provided some examples of recent items of business
- The Co-Chair reported that D'Arcy Norman, a former member of the Committee, has represented the Committee on the IAMC in the past and has indicated willingness to serve again. The Co-Chair confirmed that the Information Asset Management Policy does not require that the Committee's representative on the IAMC be a member of the Committee.

**Moved/Seconded**

That the Teaching and Learning Committee (TLC) appoint D'Arcy Norman to the Information Asset Management Committee, for a term ending June 30, 2022, providing a TLC member does not come forward to serve within 24 hours following the approval of this motion.

**Carried**

## **6. University of Calgary Teaching Awards Evaluation and Recommendations**

Documentation for this item was circulated with the Agenda. Natasha Kenny, Senior Director of the TI presented this item.

### Highlights:

- The proponent gave a presentation on the history of the University of Calgary Teaching Awards program, and the Committee was advised that the program was recently reviewed. The proponent highlighted the results of the survey that was conducted as part of the review.
- The proponent reported that, resulting from the feedback received, some administrative changes to the program will be made prior to the October 1, 2019 call for nominations, and some more substantive changes to the program will be brought to the General Faculties Council in due course
- The proponent reviewed the five recommendations that came out of the program review: 1) simplify the requirements for the nomination letter and nomination dossier, 2) create a process to review the award criteria every 2-3 years, 3) maintain the current award categories, but expand the Experiential Learning award to groups and confirm there is an award for Clinical Instructors, 4) ensure that there is clear communication that this is a University program, and 5) raise the profile of the Teaching Academy
- Discussion included:
  - Expressions of support for the streamlined nomination package
  - What is included in a nomination dossier: teaching philosophy statement, description of teaching strategies, summary of student feedback data, reflective statement, and letters of support
  - That past Teaching Awards winners can share their expertise and mentor others
  - That the nomination packages are sufficiently different for other awards, such as the 3M National Teaching Fellowship, that streamlining the University of Calgary Teaching Awards nomination package will not disadvantage persons nominating for other awards
  - That it will be important to ensure that the adjudication committees are aware of the feedback received, and the changes made, as a result of the review
- The Committee suggested that:
  - Additional online information on the preparation of nomination packages, and informational sessions held on other campuses, would be beneficial
  - The dossier include 2-4 letters of support, but leave it open to the nominee whether these are from students, colleagues, or community persons
  - A letter of support should be limited to two pages in length

## **7. TLC Communications Plan**

The Co-Chair and Academic Co-Chair presented this item.

### Highlights:

- The co-chairs emphasised the importance of the members communicating the information learned at the Committee's meetings to their colleagues

- The Committee discussed the possible communication channels, such as reporting at Faculty or unit meetings
- The Academic Co-Chair reported that, in addition to the standing take-aways item at the end of every meeting, she will compile a summary document after each meeting that can be used by the Committee as a tool for sharing information and deadlines

### **8. Educational Leaders in Residence Update**

Leslie Reid, Vice-Provost (Teaching and Learning), presented this item.

Highlights:

- The presenter reported that the Educational Leaders in Residence (ELIR) program has launched, and there are currently two appointees: Jessica Ayala, Social Work (expertise in Blended and Online Learning) and Sarah Eaton, Education (expertise in Academic Integrity). Appointees with expertise in Graduate Supervision and Mentorship and Indigenous Pedagogies will be announced soon.
- The Committee heard that the appointees will lead innovative and high-impact collaborative projects in order to enhance the University's teaching and learning practices
- In response to a question, it was reported that the appointments are for two years

### **9. Taylor Institute for Teaching and Learning Report**

Documentation for this item was circulated with the Agenda. Natasha Kenny presented this item.

Highlights:

- A new curriculum mapping software, Curriculum Links, has launched for use in upcoming curriculum reviews. Curriculum Links will also be used to facilitate new program development.
- The Fall cohort of participants in the Academic Staff Certificate in University Teaching and Learning have been chosen
- As part of the ELIR program, eleven instructors will be designing courses for online delivery in 2020
- The TI has undergone some restructuring, and the following persons have been appointed: Lisa Stowe, Director of Experiential Education, Patti Dyjur, Academic Lead - Learning Technologies and Design, and Kyla Flanagan, Academic Lead - Collage of Discovery, Creativity and Innovation

### **10. Students' Union Report**

Kevin Dang, Students' Union (SU) representative to the Committee, presented this item.

Highlights:

- The SU Undergraduate Research Symposium will take place November 26-28, 2019, and the keynote address will be given by Jay Ingram, Canadian author and science communicator
- The SU by-election to fill vacant student offices will take place October 16-18, 2019

- Nominations have opened for the SU Teaching Excellence Awards, and October 25, 2019 is the Fall semester deadline
- Applications for the 2019-2020 SU Quality Money program are due November 29, 2019

### **11. Graduate Students' Association Report**

Mohamed Abdelsamie, Graduate Students' Association (GSA) representative to the Committee, presented this item.

Highlights:

- The Peer Beyond Graduate Research Symposium will take place January 28-30, 2020, and the theme is Innovation through Collaboration
- The GSA has been hosting practice sessions for the Three Minute Thesis competition
- The GSA was approached to nominate for the Kimberley Foundation's \$40,000 Hugh Morris Fellowship for experiential learning relating to Earth Science, and the recipient will be announced soon

### **12. Identification of Take-aways**

The Academic Co-Chair identified the following take-aways from the meeting:

- Information about the streamlined University of Calgary Teaching Awards nomination process should be shared, and it should be emphasised that these are University awards and not TI awards
- The role of the Teaching Academy should be promoted
- The recent appointments within the TI and to the ELIR program should be shared
- The SU and GSA initiatives, and associated deadlines, should be shared

### **13. Other Business**

There was no other business.

### **14. Adjournment**

**Moved/Seconded**

That the Teaching and Learning Committee adjourn the September 19, 2019 meeting.

**Carried**

The meeting was adjourned at 3:37 p.m.