



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

Meeting 67  
May 18, 2021, 2:00 p.m.

By Zoom platform

***Voting Members***

Leslie Reid, Co-Chair  
Amy Warren, Academic Co-Chair  
Fabiola Aparicio-Ting  
Jessica Ayala  
Wendy Benoit  
Barbara Brown  
Tracey Clancy  
Diane Gereluk – arrived during Item 4  
Diane Lorenzetti  
Fabian Neuhaus  
Nickie Nikolaou  
Alex Paquette  
David Paskevich  
Renzo Pereyra  
Elena Rangelova  
Leighton Wilks

***Regrets***

Susan Barker  
Markus Dann  
Dawn Johnston  
Mary-Jo Romaniuk

***Guests***

D'Arcy Norman, Manager - Learning Technologies, Taylor Institute for Teaching and Learning – present for Item 4  
Jessica Snow, Communications & Marketing Lead, Taylor Institute for Teaching and Learning – present for Item 5

***Non-Voting Members***

Patti Dyjur  
Natasha Kenny  
Brenda McDermott  
Trevor Poffenroth  
Jessica Shaw

***Secretary***

Susan Belcher

***Scribe***

Elizabeth Sjogren

***Staff***

Tasha Hodzic

***Observer***

Evaristus Oshionebo, incoming Associate Dean (Academic),  
Faculty of Law

The Co-Chair called the meeting to order at 2:03 p.m. and confirmed quorum.

**1. Approval of the Agenda**

**Moved/Seconded**

That the Agenda for the May 18, 2021 Teaching and Learning Committee meeting be approved.

**Carried**

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

The Co-Chair included the following in her remarks:

- Renzo Pereyra, Trevor Poffenroth, and Evaristus Oshionebo were welcomed on this occasion of their first Committee meeting, and Jessica Ayala, Dawn Johnston, Diane Lorenzetti, Nickie Nikolaou, and Jessica Shaw were acknowledged on this occasion of their last Committee meeting
- Members of the Committee were thanked for their efforts this meeting year

The Academic Co-Chair celebrated that the work of the Taylor Institute for Teaching and Learning (TI) during this year of virtual instruction and noted positive impacts on the student experience.

## **3. Approval of the April 20, 2021 Meeting Minutes**

Documentation for this item was circulated with the Agenda.

### **Moved/Seconded**

That the Minutes of the Teaching and Learning Committee meeting held on April 20, 2021 be approved.

**Carried**

## **4. D2L 'Prevent Moving Backwards' Feature for Timed Online Assessments**

Documentation for this item was circulated with the Agenda. Leslie Reid, Vice-Provost (Teaching and Learning), and D'Arcy Norman presented this item.

Highlights:

- The presenter provided an overview of the Desire to Learn/Brightspace (D2L) 'Prevent Moving Backwards' (PMB) feature and described the impacts of this when used for online assessments
- Discussion included:
  - When students are taking an in-person test, they can flip back and forth through the pages if they wish. It is not desirable for students in the online environment to have a very different learning experience from in-person learning.
  - Common test-writing practice is for a student to read through all the questions, begin by answering the questions they are most comfortable with, and then review their answers before submission. The PMB feature prevents this practice.
  - Students are not always aware in advance that the PMB feature is being used
  - Some assessments, such as a certification exam, use a PMB feature. Disciplines that have this support students by providing a mock exam so that students have familiarity with how to write a test in this format.
  - There are other ways to preserve academic integrity during an assessment than using the PMB feature
  - It is unknown how many instructors are currently using the PMB feature in assessments
  - Greater awareness of the opportunities for education relating to the assessment of students and test design is needed

- In response to a question, it was reported that it is possible to create a pop-up in D2L to prompt an instructor to consider the impacts before enabling the PMB feature

#### **5. Taylor Institute for Teaching and Learning 2020 Community Report**

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

Highlights:

- The presenters gave a presentation highlighting the TI 2020 Community Report
- Discussion included:
  - That the TI's priorities align well with the University's strategic direction
  - That the TI admirably facilitates efforts to provide quality learning experiences at the University
  - The TI's achievements, particularly in assisting instructors to transition to online teaching during this difficult year

#### **6. Annual Committee Performance Review and Review of the TLC Terms of Reference**

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

Highlights:

- The Academic Co-Chair remarked that this is an opportunity to discuss the functioning and performance of the Committee, including what has gone well and what can be improved, and to look forward to the 2021-2022 meeting year
- Discussion included:
  - The Committee operates efficiently, and members feel that their participation is impactful
  - Items of business such as discussions with Indigenous, Mental Health, and Equity, Diversity and Inclusion specialists are valued, and opportunities to discuss current matters, such as the impacts of COVID-19 on teaching and learning, are appreciated
  - The standing reports from the TI, SU and Graduate Students' Association are helpful in ensuring that information is received
  - The Committee's membership is broad, with representatives from the Faculties, TI, student groups, staff groups and administration, and this allows for thorough discussion of topics to occur. Consideration could be given to expanding the Committee's membership to include representation from the Office of Indigenous Engagement and Office of Equity, Diversity and Inclusion.
  - Attendance at the virtual meetings this year has been high, and it is hoped that a hybrid model of in-person and virtual participation in future meetings can be facilitated. It was suggested that, if a hybrid model is found to be impracticable, perhaps meetings could alternate between in-person and virtual.

## **7. COVID Updates (Round Table Discussion)**

The Academic Co-Chair presented this item.

Highlights:

- The Academic Co-Chair remarked that this is an opportunity to discuss the impacts of COVID-19 on teaching and learning and other matters of significance at this time
- Discussion included:
  - Last week's town hall meeting with the Provost and Vice-President (Academic) and academic staff members to discuss Fall 2021 was appreciated
  - Faculties have prepared scenarios for Fall 2021, but decisions about course delivery, etc. have not yet been made. Undergraduate, graduate and international students all want clarity so that informed decisions can be made, but there are uncertainties at this time.
  - The Fall 2021 course outlines will need to make clear to students which components of a course, such as the assessments, will be occurring online
  - Degree progression is a concern in some disciplines, because some learning, such as hands-on in laboratories, has not been possible during the COVID-19 restrictions
  - In addition to students and academic staff members, MaPS and AUPE staff members are also stressed from the impacts of COVID-19 and the uncertainties about Fall 2021

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

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

Highlights:

- The Conference on Postsecondary Learning and Teaching was held May 3-5, 2021 with the theme 'Mentorship in Higher Education'. The conference was held virtually, and 380 people participated from across the globe.
- The University of Calgary Teaching Awards adjudication process has completed, and a Celebration of Teaching will take place at the end of June
- A revised timeline for the Teaching and Learning Grants and Teaching and Learning Scholars programs is being proposed, with a soft launch in June, full launch in September, submissions due in January and decisions announced in February
- The Program for Undergraduate Research Experience (PURE) is funding 153 students this year and Faculties are thanked for their contributions to this program

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

Alex Paquette, Graduate Students' Association (GSA) representative on the Committee, presented this item.

Highlights:

- The new GSA Executive team is in place and the GSA committees are currently being populated

- The GSA has been gathering information on Graduate Teaching Assistants' experiences this year, and issues such as lack of adequate preparation time and mentoring have been identified
- The 2021 GSA Awards recipients were recently announced, including a special GSA Champion Award to Leslie Reid, Vice-Provost (Teaching and Learning)

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

Renzo Pereyra, Students' Union (SU) representative on the Committee, presented this item.

Highlights:

- The new SU Executive team is in place
- A video celebrating the recipients of the 2021 SU Teaching Awards is now available. The criteria emphasised the importance of equity, diversity and inclusion and open education resources this year.

### **11. Other Business**

The Co-Chair reported that the proposal to revise Calendar section E.6 (Recording of Lectures) has now been discussed by the Calendar and Curriculum Subcommittee and the Academic Planning and Priorities Committee, and reminded members that the proposal seeks to clarify language but not change the current process. The Co-Chair noted that the discussions of this item have led to deeper conversations regarding privacy, inclusivity and accessibility, misconduct, and how long recordings should be kept and that the operating standard for Media Recording of Students in Learning Spaces, which guides recordings made by instructors, was also discussed. The Co-Chair reported that the Vice-Provost (Indigenous Engagement) and the FOIP Coordinator have been consulted in light of discussions and the operating standard will be revised with respect to the recording of Elders and the re-use of recordings.

### **12. Adjournment**

The May 18, 2021 Teaching and Learning Committee meeting was adjourned by consensus.
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The meeting was adjourned at 4:01 p.m.

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Susan Belcher  
University Secretary