



General Faculties Council
TEACHING AND LEARNING COMMITTEE
Approved Minutes

Meeting 75
May 17, 2022, 2:00 p.m.

By Zoom platform

Voting Members

Leslie Reid, Co-Chair
Barbara Brown, Academic Co-Chair
Fabiola Aparicio-Ting
Wendy Benoit
William Bridel
Tracey Clancy
Heather Ganshorn
Diane Gereluk – left after Item 6
Shaziah Jinnah
Hieu Ngo
James Steele
Jason Wiens

Non-Voting Members

Michelle Drefs – arrived during Item 2, left during Item 6
Natasha Kenny
Brenda McDermott
D’Arcy Norman
Trevor Poffenroth – left during Item 7
Justine Wheeler

Secretary

Cherie Tutt

Scribe

Elizabeth Sjogren

Regrets

Susan Barker
Yani Jazayeri
Jennifer Markides
Barb McCutcheon
Fabian Neuhaus
Evaristus Oshionebo
Mary-Jo Romaniuk
Amy Warren
Leighton Wilks

Guests

Robin Arseneault, Teaching and Learning Project Coordinator, Taylor Institute – present for Item 5
Erin Kaipainen, Associate Director, Experiential & Work-Integrated Learning, Taylor Institute – present for Item 6
Sasha Lavoie, Communications Specialist, Taylor Institute – present for Item 6
Lise Stowe, Director, Experiential Education, Taylor Institute – present for Item 6

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 17, 2022 Teaching and Learning Committee meeting be approved.

Carried

2. Remarks of the Co-Chair

The Co-Chair included the following in her remarks:

- Shaziah Jinnah, Students' Union (SU) Vice-President (Academic), and James Steele, Graduate Students' Association (GSA) Vice-President (Academic), were welcomed on this occasion of their first meeting
- Jason Wiens, Faculty of Arts representative, Dianne Gereluk, Deans' Council representative, and Justine Wheeler, Faculty Association representative, were thanked for their service as this is expected to be their last meeting

The Academic Co-Chair thanked members for their passion for teaching and learning and noted that the work of this committee positively impacts the University.

3. Approval of the April 19, 2022 Meeting Minutes

Documentation was circulated with the Agenda.

Moved/Seconded

That the Minutes of the Teaching and Learning Committee meeting held on April 19, 2022 be approved.

Carried

4. Appointment of a TLC Rep to the Information Asset Management Committee

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

Highlights:

- The current Teaching and Learning Committee (Committee) representative on the Information Asset Management Committee (IAMC) provided an overview of the work done by the IAMC
- The current representative confirmed that he is willing to serve another term, and there were no other expressions of interest in serving on the IAMC
- The Committee agreed that the representative should report to the Committee on any matters of IAMC business that relate to teaching and learning

Moved/Seconded

That the Teaching and Learning Committee appoint D'Arcy Norman to the Information Asset Management Committee, for a term ending June 30, 2025.

Carried**5. Terms of Reference for the Course Feedback Implementation Working Group**

Documentation was circulated with the Agenda. The Co-Chair and Robin Arseneault presented this item.

Highlights:

- The proponents reminded the Committee that the Course Feedback Implementation Working Group (CFIWG) will be a working group of the Committee charged with assisting the Committee in supporting the effective actioning of the recommendations articulated in the 2022 Universal Student Ratings of Instruction (USRI) Working Group Recommendation Report. It was reported that the CFIWG will work collaboratively on matters such as the development of consultation plans, and it was emphasised that the CFIWG will have no decision-making authority and any decisions relating to course feedback will go through the University's governance system as appropriate.
- Discussion included:
 - How the members of the CFIWG will be chosen
 - That the CFIWG will be a working group of the Committee in the same way that the Academic Staff Criteria and Processes Handbook Working Group is a working group of the General Faculties Council (GFC) Executive Committee, and that the GFC approved on April 7, 2022 that the CFIWG be formed under the Committee
 - That the Co-Chair of the Committee is also the Co-Chair of the CFIWG
 - When the Committee is appointing the academic staff members of the working group, it will be important to ensure that persons from a variety of disciplines and with a variety of teaching perspectives are chosen
 - That sessional instructors are members of the academic staff, but may not be eligible to serve on the working group depending on their contract
- In response to questions, it was reported that:
 - Before the Committee appoints the academic staff members to the CFIWG, a broad call-for-nominations/offers-to-serve will be published in the UToday and responses will be collected by the University Secretariat. Other recommendations for appointment will also be solicited, such as by asking Deans and colleagues.
 - The academic staff, undergraduate and graduate student, Office of Institutional Analysis, Taylor Institute for Teaching and Learning (TI), Office of Equity, Diversity, and Inclusion, Office of Indigenous Engagement, and Faculty Association members of the working group are all voting members
 - That the USRI Working Group's consultations may inform some of the work of the CFIWG, but new consultations will be needed for the CFIWG to accomplish its responsibility to inform its recommendations through engagement with stakeholders. The CFIWG will map

out who should be consulted and how. The TI facilitated the USRI Working Group's consultations, and a similar approach could be taken by the CFIWG.

- Decisions by the CFIWG will be made by consensus. If consensus is not reached, it is expected that a matter would be brought to the Committee for determination.
- Following discussion, it was decided to revise the Terms of Reference to provide that there will be two undergraduate student representatives, not one, and that these persons will be chosen by the Students' Union, not the Students Legislative Council
- The Committee was informed that a special meeting may be called in June to make its appointments to the CFIWG

Moved/Seconded

That the Teaching and Learning Committee (TLC) establish the Course Feedback Implementation Working Group under the Terms of Reference provided to the TLC, with the requested amendments, and dissolve the TLC's Universal Student Ratings of Instruction (USRI) Working Group.

Carried

6. Experiential Learning Community Report

Documentation was circulated with the Agenda. Leslie Reid, Vice-Provost (Teaching and Learning), Erin Kaipainen, Lisa Stowe, Natasha Kenny, Senior Director of the TI, and Sasha Lavoie presented this item.

Highlights:

- The presenters highlighted the information in the Experiential Learning (EL) Community Report, including review of the EL Plan goals, discussion of barriers to EL, statistics on EL experienced, and description of EL activities at the University, including new supports for the development of EL programs, enhanced communication of EL opportunities, and the development of a process to track EL
- The presenters reported that next steps include addressing accessibility and inclusion in EL, connecting the EL Plan and ii'taa'poh'to'p (the University's Indigenous Strategy), expanding EL opportunities to early degree options, supporting teams to scale EL programming, further enhancing messaging to students, and strengthening partnerships
- Discussion included that:
 - The individual Faculty reports on EL and engagement with faculty members are appreciated
 - Some units have EL opportunities for students, but EL is often not clearly identified. As awareness of EL grows, it is expected that more opportunities will exist.
 - Not all courses can offer EL experiences, but EL can be a priority at the program level. The foundation for EL can be provided in non-EL courses.
 - Course-based undergraduate research experiences (CUREs) provide valuable EL experiences, and may give students confidence to pursue other, potentially more substantial, EL opportunities

- EL experiences achieved through group work can be a good option, especially for tentative students
- A key to inclusivity is ensuring adequate resourcing
- Increasing the accessibility of EL will need to include individualized flexibility

7. Annual Committee Performance Review and Review of the TLC Terms of Reference

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

In response to the reflective question “Over the last year, is there one thing that was memorable and is there one thing you might change for next year?”, discussion included:

- It can be difficult for a member of the Committee to represent the opinions of their unit, and the efforts of the Committee’s leadership to provide an open space for collegial discussions and disagreement on difficult topics is appreciated
- The variety of voices on the Committee is important
- The information received at the Committee’s meetings is valuable, and is further shared with colleagues

The co-chairs indicated that they would collect and consider all the feedback provided in the Zoom chat.

The Co-Chair observed that larger committees have functioned well having meetings on Zoom during the pandemic, and that consideration is being given to whether larger committees should continue to meet on Zoom in the Fall or if a different model, such as alternating virtual and in-person meetings, should be chosen.

8. Taylor Institute for Teaching and Learning Report

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

Highlights:

- There have been some recent leadership structure and title changes within the TI reflecting changes to EL, Work Integrated Learning (WIL), and academic processes
- The 2022 Conference on Postsecondary Learning and Teaching: Moving Forward in a Good Way was held May 1-3, 2022. There were approximately 500 participants, and there were outstanding features including workshops and conference sessions.
- Adjudication is underway for the University Teaching Awards, and announcements will be made soon. A celebratory event will be held on June 28, 2022.

In response to a question, it was reported that the Conference on Postsecondary Learning and Teaching keynote addresses and other conference sessions were recorded, and the TI is seeking consent from the presenters to post these.

9. Graduate Students' Association Report

James Steele presented this item.

Highlights:

- The new GSA Executive members have transitioned to their roles and are beginning to work on projects within their portfolios
- The GSA's student/supervisor survey has gone out, and the data collected will be used to prepare a report on matters relating to this important relationship

10. Students' Union Report

Shaziah Jinnah presented this item.

Highlights:

- The new Students Legislative Council (SLC) Executive members and SLC Faculty representatives are settling into their roles
- The Vice-President (Academic) has a number of teaching and learning-related projects within the portfolio, and the work of the Committee will be valuable in informing this
- As the University continues to transition back to in-person learning, but with some learning to continue online, it is important to reflect upon what virtual elements worked well and should be kept. For example, some virtual elements removed barriers and should be kept.

11. Other Business

There was no other business.

12. Adjournment

The May 17, 2022 meeting of the Teaching and Learning Committee was adjourned by consensus.

The meeting was adjourned at 3:48 p.m.

Cherie Tutt
Meeting Secretary