

General Faculties Council
TEACHING AND LEARNING COMMITTEE
Approved Minutes

Meeting 34
November 24, 2016, 2:00 – 4:00 p.m.

A167

Voting Members

Lynn Taylor, Co-Chair
Ebba Kurz, Academic Co-Chair
Jessica Ayala
Isabelle Barrette-Ng
Leanne Dawson
Tina Gabriele – left during Item 9
Ian Holloway
Jennifer Lock
Alicia Lunz – left during Item 6
Caitlin McClurg
Ken MacMillan
Nickie Nikolaou
Emma Read

Non-Voting Members

Susan Barker – arrived during Item 3
Nancy Chick
Kent Donlevy
David Hansen
Natasha Kenny
Charlene Magnes
D’Arcy Norman

Secretary

Susan Belcher

Scribe

Elizabeth Sjogren

Regrets

Jerome Beaudoin
Andrew Estefan
Mike Foley
Thomas Hickerson
Vera Parlac
Scott Radford

Guests

Angelique Saweczko, Registrar – present for Item 4

The Co-Chair called the meeting to order at 2:01 p.m. and confirmed quorum.

1. Approval of the Agenda

The Co-Chair reported that Item 7 (Students’ Union Report) will be addressed before that member has to depart the meeting.

Moved/Seconded

That the Agenda for the November 24, 2016 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:

- Ian Holloway, Deans' Council representative to the Teaching and Learning Committee (TLC), was welcomed to his first TLC meeting
- It has been announced that Cam Teskey, Cumming School of Medicine, has been awarded the 2016 McCaig-Killam teaching Award, and that Jay Cross, Faculty of Veterinary Medicine, has been appointed as the inaugural Director of the College of Discovery, Creativity and Innovation within the Taylor Institute for Teaching and Learning (TI)

The Academic Co-Chair thanked those members of the TLC who have responded to her request for information on the practices in Faculties for communicating with instructors about the ordering of textbooks and course learning materials, and encouraged members who have not yet done so to share their Faculty's practices.

3. Approval of the October 20, 2016 Minutes

Documentation for this item was circulated with the Agenda. Three corrections to the minutes were requested.

Moved/Seconded

That the Minutes of the Teaching and Learning Committee meeting held on October 20, 2016 be approved, with the requested amendments.

Carried

4. Changes to University Calendar Section F.1 Grading System

Documentation for this item was circulated with the Agenda. Angelique Saweczko, Registrar, presented this item.

Highlights:

- The proponent explained that changes to the Grading System section of the University Calendar are being proposed, including renaming the section Grading System and Transcripts, adding descriptors to all of the grading values, aligning all academic transcript notations into one subsection, providing clarity on how Grade Point Average (GPA) is calculated, and updating the Aegrotat Standing practice
- The Committee discussed that:
 - There are two decimal places used for the GPA, and that the GPA is not rounded up
 - PeopleSoft shows the GPA to three decimal places, which can cause students to be confused or to question their GPA. The proponent reported that it may not be possible to change the number of decimal places shown in PeopleSoft, but indicated that there is a notation for students within PeopleSoft stating that the official GPA goes to two decimal places only.
 - Normally the grading scale should not be changed while a course is in progress

- An institutional standardized grading system is desirable, but it is even more important for disciplines to have a consistent scale across a program of study. Also, some disciplines may have a different definition for what is considered a passing grade, and therefore some Faculties may opt out of a University-level standardized grading scale. The proponent reported that this section will include a notation such as “see the Faculty of Law Regulations” if the Faculty has opted out of the standardized scale.
- The descriptor for an A- grade is suggested to read “approaching excellent performance” for undergraduate students, but an A- is considered to be an excellent grade by many instructors. The proponent indicated that she is open to suggestions for the nomenclature in this table.
- In response to questions, it was stated that:
 - Section F.3.1 (Academic Standing) does not list the types of academic standing in order from positive to negative, but rather in a logical sequence, and that not all Faculties have an automatic academic probation standing
 - There is a difference between a GP (grade pending) and IP (in progress) transcript notation, and it is necessary to use the DFE (deferred final exam) notation in some instances
 - There are challenges to merging the transcript with the co-curricular record, and that this will be considered in 2018
- The Committee suggested that:
 - The tables for the undergraduate and graduate grading systems include descriptors for all the possible grades rather than leaving some blank
 - Consideration could be given to moving the Unsatisfactory Standing subsection to earlier in the section, as it relates to Academic Standing and the Grading System
- The proponent invited any additional feedback to be sent to her directly

5. Follow-up on Timing of Learning Resources Memo

The Academic Co-Chair reported that, once she receives the information from all of the Faculties regarding when and how they communicate with instructors regarding the ordering of textbooks and other course learning materials, she will generate a table of this information for discussion at the December meeting of the TLC so that the Committee can determine when to send its ‘Learning Materials Costs to Students’ memo in the future.

6. Update on the National Survey of Student Engagement

Susan Barker, Vice-Provost (Student Experience), presented this item.

Highlights:

- The presenter reported that:
 - The University participates in the National Survey of Student Engagement (NSSE) every three years. First-year and fourth-year undergraduate students will be invited to complete the NSSE between February-April 2017.

- The NSSE data are useful for quality assurance and curriculum review action plans
 - The NSSE also influences the reputation of the institution, as the Maclean's rankings are based on the NSSE data
 - Units continue to work with the data collected by the 2014 NSSE, and Faculties receive their own Faculty-specific results in addition to the University-wide data
 - NSSE retreats have been held during which Faculties share their responses to the NSSE
 - The NSSE data are both quantitative and qualitative, and the 2017 data will become available after they are received in August 2017
- The Committee learned that the Faculty of Law's students are invited to do the Law School Survey of Student Engagement rather than the NSSE, and discussed the usefulness of the NSSE instrument for the Faculty of Veterinary Medicine where "first-year students" are not conventional first-year students
 - In response to a question, it was reported that the response rate for the 2014 NSSE was 44% (first-year) and 42% (fourth-year), which is considered to be very good. The Committee was asked to encourage participation in the NSSE in 2017.
 - The Committee discussed that it is important for students to see that the University gives careful consideration to the NSSE results, and that actions are taken to improve the student experience. However, in addition to responding to negative information that comes to light through the NSSE, it is important to broadly communicate the University's strengths and successes.

7. Students' Union Report

Alicia Lunn, Students' Union (SU) Vice-President (Academic), presented this item.

Highlights:

- Five representatives of the SU went to a Council of Alberta University Students gathering in Edmonton recently to meet with the Minister of Advanced Education and engage in some lobbying on matters such as tuition
- Some representatives of the SU went to the Canadian Alliance of Student Associations' Advocacy Week gathering in Ottawa, and met with Members of Parliament and Senators to discuss matters such as student loans
- The SU's Vice-President (Academic) attended Opencon in Washington DC from November 12-14, 2016. Opencon provides an opportunity for student leaders to discuss matters of common importance to students.
- The SU's Vice-President (Operations and Finance) has been reviewing and improving processes within his portfolio
- The SU's Vice-President (Student Life) is participating in the development of the University's Indigenous Strategy, and the implementation of the University's Mental Health Strategy

8. Graduate Students' Association Report

There was no report.

9. Taylor Institute for Teaching and Learning Report

Nancy Chick, University Chair in Teaching and Learning and Director of the Taylor Institute for Teaching and Learning, presented this item.

Highlights:

- The Seeding the Scholarship of Teaching and Learning (SoTL) initiative supports four models of activities (reading groups, teaching squares, communities of practice, and small unconferences). Recent activities supported include a reading group on *Creative Development: Transforming Education through Design Thinking Innovation and Invention* by Robert Kelly, and an unconference for the Haskayne School of Business on trends and challenges in their teaching
- The TI continues to offer a variety of workshops, such as the SoTL Project Development workshop on November 23, 2016 and the upcoming December 5, 2016 workshop on Graduate Student Teaching Development: SoTL Foundations for Graduate Students
- Elizabeth Barkley, from Foothill College, Los Altos, California, will be on campus on December 9, 2016 to host a workshop entitled Making Collaboration and Group Work Work
- The TI book club is reading *Small Teaching: Everyday Lessons from the Science of Learning* by James M. Lang, and this book is recommended for other reading groups

10. Taylor Institute Educational Development Unit Report

Natasha Kenny, Director of the Educational Development Unit (EDU), presented this item.

Highlights:

- The 2017 University of Calgary Conference on Postsecondary Learning and Teaching will take place from May 2-3, 2017, and the theme is Creating a Learning Culture: Conversations that Matter. The Opening Plenary will be given by Dawn Johnston, Associate Dean (Teaching, Learning, and Student Engagement) Faculty of Arts, Jennifer Lock, Associate Dean (Teaching and Learning) Werklund School of Education, and Leslie Reid, Associate Dean (Teaching and Learning) Faculty of Science, and the Keynote Speaker will be Katarina Martensson from Lund University, Sweden. The call for proposals will be on the TI website.
- The peer-reviewed conference proceedings from the 2016 University of Calgary Conference on Postsecondary Learning and Teaching will come out in December
- Mohamoud Adam, Director of the Nursing Foundations Program of the University of Calgary in Qatar, was on campus last week, and opportunities to work with the TI were explored
- Thomas Carey, Executive-in-Residence for Teaching and Learning Innovation, BC Association of Institutes and Universities, will be on campus on December 14, 2016 to host a workshop entitled Exploring Innovation Capability as a Graduate Attribute
- Open Classroom Week is set for March 6-17, 2017
- The next University Teaching Awards program has launched, with a deadline for nominations of January 24, 2017, and the EDU is offering resources and workshops to help with this process
- The TI is developing a non-credit graduate certificate in University Teaching, with a goal to launch

this in 2018

In response to a question, it was confirmed that all of the TI's programs are open to post-doctoral scholars.

11. Taylor Institute Learning Technologies Report

D'Arcy Norman, Manager of the Technology Integration Group, presented this item.

Highlights:

- The first semester of programming in the TI building has nearly passed. For the most part, things have gone smoothly and the technology in the building has been appreciated. Space allocations for the Winter 2017 semester have been approved, and the current instructors in the building will be able to share their experiences with the incoming instructors.
- Feedback is being gathered from instructors who have taught in the TI building, and also from students who use the TI building for courses and for studying.
- The Learning Technologies Coaches Program is being evaluated, and the coaches and instructors they assist have been surveyed in order to identify ways to adapt and improve the program.

In repose to a question, it was confirmed that the TI building is fully booked for courses for the Winter 2017 semester, but that there is some one-off availability.

12. Other Business

There was no other business.

13. Adjournment

Moved/Seconded

That the Teaching and Learning Committee adjourn the November 24, 2016 meeting.

Carried

The meeting was adjourned at 3:34 p.m.