

General Faculties Council
TEACHING AND LEARNING COMMITTEE
Approved Minutes

Meeting 36
March 23, 2017, 2:00 – 4:00 p.m.

A167

Voting Members

Lynn Taylor, Co-Chair
Ebba Kurz, Academic Co-Chair
Isabelle Barrette-Ng
Tracey Clancy
Leanne Dawson
Tina Gabriele – left during Item 5
Alicia Lunz – left during Item 5
Caitlin McClurg
Nickie Nikolaou – left during Item 6
Scott Radford – left during Item 5
Emma Read

Regrets

Jessica Ayala
Kent Donlevy
Mike Foley
Ian Holloway
Jennifer Lock
Ken MacMillan
Vera Parlac

Guests

Jeff Bowes, Manager - Enterprise Systems – present for Item 5
Yvonne Lee, Business Analyst – present for Item 5
Angelique Saweczko, Registrar – present for item 4

Observer

Tina Miller, incoming Students' Union Vice-President (Academic)

Non-Voting Members

Susan Barker – arrived during Item 3
Jerome Beaudoin
Nancy Chick
David Hansen
Thomas Hickerson – left during Item 5
Natasha Kenny
Charlene Magnes
D'Arcy Norman

Secretary

Susan Belcher

Scribe

Elizabeth Sjogren

The Co-Chair called the meeting to order at 2:02 p.m. and confirmed quorum.

1. Approval of the Agenda

The Co-Chair reported that the Students' Union (SU) report will be heard before the presenter has to leave the meeting.

Moved/Seconded

That the Agenda for the March 23, 2017 Teaching and Learning Committee meeting be approved.

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

The Co-Chair introduced Tina Miller, incoming SU Vice-President (Academic), and Alicia Lunz, outgoing SU Vice-President (Academic), was acknowledged for her service to the Committee.

The Academic Co-Chair reported that the *Eyes High Strategy 2017-2022* was approved at the last General Faculties Council meeting, and that the University's Academic Plan will be similarly re-energized in the coming months.

3. Approval of the January 26, 2017 Meeting Minutes

Documentation for this item was circulated with the Agenda. One revision to the Minutes was requested.

Moved/Seconded

That the Minutes of the Teaching and Learning Committee meeting held on January 26, 2017 be approved, with the requested amendment.

Carried**4. Fall Reading Week**

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

Highlights:

- The proponent reported that:
 - The SU is championing an initiative to introduce a full week break in the Fall term. The University currently has a 2-3 day Fall break, but it is proposed that there are benefits, including to mental health, in having a longer break.
 - The analysis so far has determined that:
 - Block Week is used by many Faculties and so must be retained
 - Several Faculties have accreditation requirements that may not allow the Faculty to participate in a full week break
 - The time around Thanksgiving is considered too early for a weeklong break, and that the time around Remembrance Day would provide for a more effective break
 - The recommendation is to shorten the number of instructional days in the Fall term by 1 day in some years (to 61 days), reduce Orientation to 2 days, start the Fall term around September 1 even if this falls before Labour Day, move Block Week into August, and schedule a full week Fall break around Remembrance Day

- The General Faculties Council's *Principles for Setting the Academic Schedule* will need to be revised, as the Principles currently state that there "shall be a minimum of 62 days of instruction and a maximum of 65 days of instruction in each of the Fall and Winter terms"
- The Committee discussed the benefits to students and instructors in having a longer break around Remembrance Day, and the impacts of the proposed change, particularly those outlined by the proponent
- During discussion about the moving of Block Week into August, the Committee expressed that there are several reasons to keep Block Week associated with the Fall term rather than moving it into the Summer term, including that some Block Week courses have assignments due later in the Fall term, the impact on athlete eligibility, the reduction in summer work weeks for students and participation in summer research programs. The proponent responded that these concerns can be managed.
- In response to questions, the proponent stated that:
 - If approved, the first full week Fall break would occur in the Fall 2018 term
 - The University can develop metrics to assess whether a full week break in the Fall term is benefitting students and instructors
 - Faculties with a modified academic schedule (e.g. Medicine and Veterinary Medicine) will be exempt from this
 - There was already a gap between the end of Summer term and the start of Fall term, and so there is flexibility to move Block Week into August without impacting the Summer term
 - The end-date of the Fall term is not impacted by this proposal
 - The Registrar's office will work with Faculties to assist them with any necessary adjustments in response to a new Academic Schedule
- The proponent invited that any additional comments be sent directly to her by end of day on March 24, 2017, in order that the documentation can be revised for further consultation

5. Consultation on Development of a Video Hosting Platform

Documentation for this item was circulated with the Agenda. Jeff Bowes, Manager of Enterprise Systems, and D'Arcy Norman, Manager of the Technology Integration Group, presented this item.

Highlights:

- The proponents updated the Committee on the establishment of an institutional video content management platform, and confirmed that a new platform will provide more file security than platforms such as YouTube, and will allow for access control
- The proponents reported that the University's Enterprise Systems staff are collecting information on stakeholders' needs and it is expected that the platform will allow for activities such as lecture capture, flipped classrooms, distance learning, and event webcasting
- The presenters then demonstrated the IdeaScale crowdsourcing website which will be used to allow stakeholders to communicate their video requirements and comment on others' postings
- In response to questions, it was stated that:
 - The transcoding of video to other formats will be handled by the software and will not be the responsibility of instructors

- If stakeholders wish to have local support services in addition to centralized support services, this should be identified as a requirement
- Use of the institutional video hosting platform will not be mandatory
- During discussion, the Committee suggested that:
 - The piloting and wider usage of the IdeaScale crowdsourcing website be delayed into May, rather than beginning during the April exam period, in order to improve likelihood of engagement
 - The presenters speak with individuals in all Faculties, in order to ensure that more video needs are identified
 - The presenters consult with researchers about their video needs, as video is not only used in teaching
 - The presenters confer with representatives of all of the U-15 universities, not just the University of British Columbia and the University of Alberta, about their video hosting practices
- The proponents remarked that the chosen video hosting platform will likely not serve all needs, but that effort will be made to choose a platform that is the best fit for the most users at the University

6. University of Calgary Graduate Attributes Statement

Documentation for this item was circulated with the Agenda. Lynn Taylor, Vice-Provost (Teaching and Learning), presented this item.

Highlights:

- The proponent shared the draft University of Calgary Graduate Attributes Statement with the Committee, and explained that the statement strives to articulate the University's values through describing the essence of the learning experience and characterizing the broad learning outcomes that all graduates of the University will achieve
- The proponent remarked that these broad learning outcomes apply to any graduate in any program at the University, and that Faculties have their own program outcomes in addition to these
- The Committee expressed satisfaction with the aspirational style and succinctness of the statement, and agreed that the statement reads as genuine and authentic
- The Committee discussed the difference between acting ethically and acting with integrity, and suggested that text relating to the concepts of acting with integrity and leadership be added to the statement
- In response to questions, it was stated that:
 - The University of Calgary Graduate Attributes Statement could be added to the student experience section of the next Academic Plan and to promotional materials
 - The University of Calgary Graduate Attributes Statement is meant to be both descriptive and aspirational
 - It is not intended for programs to map to the University of Calgary Graduate Attributes Statement, but the statement will provide a reference point for program outcomes

- The proponent reported that the University of Calgary Graduate Attributes Statement will return to the Committee for further review later in the consultation process

7. Final Version of Principles for the Assessment of Student Learning Document

Documentation for this item was circulated with the Agenda. The Co-Chair reported that the feedback provided by the Committee at its last meeting was incorporated into the final version of the document.

8. Students' Union Report

Alicia Lunz, SU representative to the Committee, presented this item.

Highlights:

- The 2017 SU elections have been held, and leadership transition will begin soon
- Tristan Bray, current SU Vice-President (External), has been participating in the provincial government's tuition and mandatory fees consultation meetings, and the committee's discussions have included market modifiers

9. Graduate Students' Association Report

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

Highlights:

- The 2017 GSA election has been held, and leadership turnover will occur on May 1, 2017
- The recipients of the GSA Excellence Awards will be announced on April 6, 2017
- The GSA has submitted a letter of support for a proposal for a not-for-academic-credit Professional Learning Certificate in Teaching in Higher Education, which is currently progressing through the governance system

10. 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 (TI), presented this item.

Highlights:

- The TI's Community Café for Students has been rescheduled to April 5, 2017 from 11:00 a.m.-12:00 p.m., and the Community Café for Instructors has been rescheduled to May 8, 2017 from 2:00-3:00 p.m.
- The 2017 International Society for the Scholarship of Teaching and Learning conference is being co-hosted by the University. The theme is "Reaching New Heights", and the conference will be held October 11-14, 2017. Refer to the website www.issotl.com for event details and deadlines.

- The adjudication of the University of Calgary Teaching and Learning Grants is at the stage of examining budgets and determining the distribution of funds

11. Taylor Institute Educational Development Unit Report

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

Highlights:

- The 21 recipients of the University of Calgary Teaching Awards will be celebrated at an event this evening
- The proposals for the 2017 Conference on Postsecondary Learning and Teaching have been reviewed, and the chosen presenters have been notified. Registration for the conference will soon open, and the conference will be held May 2-3, 2017.
- The EDU is hosting a gathering of the Educational Developers Network of Alberta on April 7, 2017, and the event will include tours of the TI building as part of learning about flexible/active learning spaces
- The Mental Health Teaching and Learning Subcommittee has established a number of key goals for the 2017-18 academic year, including creating an inventory of courses that incorporate concepts of mental health and a workshop series which focuses on mental health and well-being
- The Teaching Online program has concluded, with 20 instructors participating in this professional development offering
- The EDU is hiring a summer student to aid in translating the *Guiding Principles for Assessment of Students' Learning* document into practice and showcasing Faculty exemplars

12. Taylor Institute Learning Technologies Report

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

Highlights:

- A student is being hired to conduct an environmental scan of the tools and supports needed for developing digital pedagogies
- The applications for using the TI building in the Spring and Summer terms have been reviewed. May 31, 2017 is the deadline for applying for Fall and Winter term usage.

13. March 2, 2017 Meeting Notes

Documentation for this item was circulated with the Agenda for information only.

14. Approved 2017-2018 GFC and GFC Standing Committees Meeting Schedule

Documentation for this item was circulated with the Agenda for information only.

15. Other Business

There was no other business.

16. Adjournment

The March 23, 2017 Teaching and Learning Committee meeting was adjourned by consensus.

The meeting was adjourned at 3:55 p.m.

Susan Belcher
University Secretary