General Faculties Council
TEACHING AND LEARNING COMMITTEE
Approved Minutes

Meeting 59
May 21, 2020, 2:00 p.m.   By Zoom platform

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Voting Members
Leslie Reid, Co-Chair
Dawn Johnston, Academic Co-Chair
Semhar Abraha
Fabiola Aparicio-Ting
Jessica Ayala – arrived during Item 6
Wendy Benoit
Catherine Burwell
Tracey Clancy
Diane Gereluk
Christie Hurrell
Nickie Nikolaou – left during Item 11
Alex Paquette
David Paskevich
Amy Warren
Leighton Wilks

Non-Voting Members
Susan Barker – left during Item 11
Kent Donlevy
Patti Dyjur
Brock Kahanyshyn – left during Item 5
Natasha Kenny
Kim Lenters
Mary-Jo Romaniuk

Secretary and Scribe
Elizabeth Sjogren

Regrets
Melanie King Rosario
Fabian Neuhaus
Elena Rangelova

Guests
Robin Arseneault, Teaching and Learning Project Coordinator, Taylor Institute – present for Item 4
D'Arcy Norman, Manager - Learning Technologies, Taylor Institute – present for Item 4

Observer
Tasha Hodzic, University Secretariat

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

1. **Approval of the Agenda**

Moved/Seconded
That the Agenda for the May 21, 2020 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:

- Semhar Abraha, Students' Union Vice-President (Academic), and Alex Paquette, Graduate Students' Association Vice-President (Academic), were welcomed to their first Committee meeting, and Kim Lenters, Christie Hurrell and Dawn Johnston were acknowledged on this occasion of their last meeting. It was noted that Dawn Johnston is beginning a one-year leave and is expected to return to the Committee.

- This is a remarkable time, and members were thanked for all that they have done during the rapid transition to online teaching

The Academic Co-Chair reiterated the appreciation of the members for all that they do, during the Committee's meetings and in leading others.

3.   Approval of the April 23, 2020 Minutes

Documentation for this item was circulated with the Agenda.

> **Moved/Seconded**
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> That the Minutes of the Teaching and Learning Committee meeting held on April 23, 2020 be approved with the recommended amendment.
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> **Carried**

4.   Learning Technologies Advisory Committee Update

Documentation for this item was circulated with the Agenda. Robin Arseneault and D'Arcy Norman presented this item.

Highlights:

- The presenters reported on the recent work of the Learning Technologies Advisory Committee (LTAC), noting that the LTAC's focus areas are inventory, processes, and communication and support. The presenters specifically reported that the LTAC is exploring online classroom management, online exam proctoring, and assessment of group work, as part of efforts to support the use of learning technologies during the switch to online teaching as a result of the COVID-19 pandemic.

- Discussion included:

  o The survey that is being developed to capture stories of experiences during the rapid transition to online teaching in the Winter 2020 term, what format this survey should take (e.g. direct email or website), and that it is important to gather stories about positive and negative experiences. It was noted that a survey gathering stories from students would also be very informative, and that the LTAC should be aware that some units are also surveying their staff about this.

  o That lessons learned during the Winter 2020 term will inform online teaching in the Fall 2020 term

- o That there are a variety of platforms for online teaching, and that instructors tend to find the platform that best suits their needs

- o That the assessment of students is a complicated and significant issue, and that information about this is needed by the teaching community

5. Annual Committee Performance Review and Review of the Teaching and Learning Committee Terms of Reference

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

Highlights:

- In response to a request from the co-chairs to offer feedback about the functioning of the Committee, discussion included:

  - o The list of take-aways that is often compiled and circulated to the Committee by the Academic Co-Chair following each meeting is useful. It was noted that when the Committee contributes to the identification of the take-aways, this allows for reflection at the end of a meeting.

  - o The authentic participation in the Committee's meetings by the student representatives is a positive thing

  - o The Committee engages in productive discussions, and these inform decision making and the development of policies and practices

  - o The Committee would benefit from hearing about decisions that are made relating to teaching and learning

  - o The incorporation of Indigenous ways of knowing and ways of being in the work of the Committee would be achieved by inviting an Indigenous person to attend

  - o It is important for the Committee to discuss issues such as student access to technology, academic accommodations during online learning, and the complexities of online teaching

- The co-chairs were thanked for their exceptional leadership

6. USRI Working Group Report

The Co-Chair, Academic Co-Chair, and Natasha Kenny, Senior Director of the Taylor Institute for Teaching and Learning (TI), presented this item.

Highlights:

- The presenter reported on the recent work of the Universal Student Ratings of Instruction (USRI) Working Group, and informed the Committee that the working group's timeline for producing recommendations has shifted due to COVID-19

- The presenter reported that consultations with interest groups are occurring, a survey for academic staff members is ready for distribution in the Fall, and a survey for students is being developed

7. Educational Leader in Residence (ELR) Update

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

Highlights:

- The presenter provided an update on the Educational Leader in Residence (ELR) program, including a reminder that the current ELR are Jessica Ayala (Online Learning), Sarah Eaton (Academic Integrity), and Tara Beattie (Graduate Supervision and Mentorship)

- The presenter reported that the three scholars are meeting regularly because of the overlap in their work

8. Taylor Institute for Teaching and Learning Report

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

Highlights:

- The TI will continue to support instructors teaching online during the Spring and Summer terms, through educational sessions and the Learning Technologies Coaches program

- Workshops for instructors and teaching assistants will be held in the summer, and will address subjects such as course design and assessment

- The orientation session for the 2020 Program for Undergraduate Research Experience (PURE) was held in early May, and included workshops to support PURE students and their supervisors

- A new academic staff member, an Educational Development Consultant specialising in Indigenous Ways of Knowing, is being hired within the TI, and the person will be chosen by the end of the summer. The person will work with Faculties to incorporate Indigenous ways into their units.

- The recipients of the University Teaching Awards will be announced soon, and a variety of virtual recognition celebrations will occur in early June

9. Students' Union Report

Semhar Abraha, Students' Union (SU) representative to the Committee, presented this item.

Highlights:

- The SU is working to develop an equity, diversity and inclusion-related bursary or scholarship

- The SU is hosting a panel discussion relating to open educational resources

10. Graduate Students' Association Report

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

Highlights:

- The GSA awards process is switching to the use of an online form in order to improve access

- The GSA will be encouraging participation in the Peer Beyond symposium

- An award for students with disabilities is being developed, in part in order to increase awareness about disabilities

11. <u>Identification of Take-aways</u>

The Co-Chair asked members to post any take-aways in the Zoom chat, and then the Academic Co-Chair will prepare a list for circulation to the Committee.

12. <u>Other Business</u>

The Vice-Provost (Libraries and Cultural Resources) informed the Committee that an announcement will soon be made regarding the University's use of Leganto, which is an online tool for managing and sharing course reading lists.

The Vice-Provost (Teaching and Learning) reported that an online proctoring platform is being developed, and it is intended that this will be in place for the Fall term. This is an important initiative to set principles and apply the University's exam polices and processes to online exams, and to address issues that have arisen this term.

13. <u>Adjournment</u>

The May 21, 2020 Teaching and Learning Committee meeting was adjourned by consensus.

The meeting was adjourned at 3:33 p.m.

Elizabeth Sjogren
Meeting Secretary