

**SIMON FRASER UNIVERSITY**  
**Office of the Vice-President, Academic**

**S.05-29**

*As amended by  
Senate 7 Feb 05*

**MEMORANDUM**

**TO:** Members of Senate

**FROM:** John Waterhouse  
Vice-President, Academic

**RE:** Proposed Changes to Terms of  
Reference - SCUTL

**DATE:** January 19, 2005

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The Senate Committee on University Teaching and Learning (SCUTL) recently reviewed its Terms of Reference in light of evolving teaching practices and delivery. I support the recommendation of Chair Bernard Roitberg that terms 1, 2, 7 and 8 remain unchanged, terms 3, 4 and 5 be amended as noted below, term 6 be deleted, and a new term be added, as noted below.

1. To provide advice on matters pertaining to Learning Outcomes and Prior Learning Assessment. (RETAIN)
2. To review periodically, and provide advice on, grading practices and standards in the Faculties. (RETAIN)
3. To review periodically, and to provide advice and guidance on, the appropriateness of teaching evaluation instruments in use in the University.  
REPLACE WITH:

*To provide advice and guidance on development and upgrading of teaching evaluation instruments in use in the University.*

4. To review periodically, and to provide advice on, the instructional development needs of faculty, sessional instructors and teaching assistants.  
REPLACE WITH:

*To review periodically, and to provide advice on, the instructional development needs of ~~faculty~~ sessional instructors and teaching assistants including teaching enhancement initiatives and professional development.*

5. To review and comment on the annual reports of the Learning and Instructional Development Centre, the Academic Computing Services, and Student Academic Resources office and the Lohn Lab, and annual undergraduate surveys.  
REPLACE WITH:

*To review and recommend learning support services for instructional staff including graduate teaching and graduate training evaluation, as well as receive and comment on the annual reports of various groups including: the Learning and Instructional Development Centre, the Centre for Online and Distance Education, Academic Computing Services, and Student Academic Resources. Also to review annual undergraduate surveys.*

*laboratory  
and*

6. To provide advice on the annual program of the Learning and Instructional Development Centre. (DELETE)
7. To provide advice on the efficacy of various teaching strategies in relation to changing teaching and learning environments. (RETAIN)
8. To consider such matters, related to teaching and learning, referred to the Committee by Senate and its committees. (RETAIN)

~~ADD THE FOLLOWING TERM:~~

*deleted by Senate*

~~To be advised of and have the opportunity to provide input on learning/teaching initiatives.~~

MOTION: "that Senate approve the revised terms of reference for the Senate Committee on University Teaching and Learning (SCUTL) as set out in S.05-29"