SFU

MEMORANDUM ——

ATTENTION	Members of Senate	**DATE**	April 25, 2017

FROM   Natalia Gajdamaschko
Chair, Senate Committee on University
Teaching and Learning

RE: SCUTL Annual Report 2016/2017

In accordance with policy, I am pleased to submit on behalf of the Senate Committee on University Teaching and Learning (SCUTL), the Annual Report to Senate.

Sincerely,

Natalia Gajdamaschko
Chair, Senate Committee on University Teaching and Learning
Teaching Professor, Faculty of Education

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Senate Committee on University Teaching and Learning (SCUTL)
Report to Senate (May 2016 – April 2017)

Submitted by:
Natalia Gajdamaschko, Chair & Teaching Professor, Faculty of Education

Membership and Terms of Reference

SCUTL is a standing committee of Senate. Its Membership and Terms of Reference are given in Appendix I which is also available at http://www.sfu.ca/senate-committees/scutl.html

Meetings

SCUTL met 12 times between May 2016 and April 2017:

1. May 30, 2016
2. July 27, 2016
3. September 19, 2016
4. October 24, 2016
5. November 3, 2016
6. November 21, 2016
7. December 8, 2016
8. January 27, 2017
9. February 24, 2017
10. March 24, 2017
11. April 6, 2017
12. April 21, 2017

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Senate Committee on University Teaching and Learning (SCUTL) Report to Senate (May 2016 – April 2017)

Submitted by:
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Guests

The following individuals met with SCUTL during this period:

Guest	Date	Topic
• Jon Driver, Vice-President, Academic and Provost	July 27, 2016	Role of SCUTL, transition to new VPA
• Gwen Bird, Dean of Libraries	September 19, 2016	Digital Learning Resource Platform Selection
• Mark McLaughlin, Executive Director, Ancillary Services • Mikhail Dzuba, Director, Bookstore • Andrew Gemino, Associate Dean, Beedie School of Business	October 24, 2016	Digital Learning Resources Network
• Peter Keller, Vice-President, Academic and Provost • Susan Rhodes, Director, University Curriculum and Institutional Liaison	November 3, 2016	Role of SCUTL
• Mark Roman, Chief Information Officer, IT Services • Dave Townsend, Director, Strategic Services • Stephanie Stewart, Communications Officer, IT • Services	February 24, 2016	ITS Stakeholder Satisfaction Survey Results
• Peter Keller, Vice-President, Academic and Provost	April 6, 2017	Priorities for SCUTL

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Highlights of Completed Activities

This year, SCUTL members provided advice and feedback to a variety of individuals and groups in addition to performing specific committee functions. These are listed below:

1. Continued to act as a conduit for questions regarding the Student Evaluation of Teaching and Courses.

2. Continued active support of teaching and learning within the SFU community through regular dialogue and connections with Faculty Teaching Fellows.

3. Revised the Terms of Reference to include: 1) Director, The Institute for the Study of Teaching in the Disciplines; and, 2) Associate Director, IT Services, which will further support teaching and learning.

4. Provided feedback on ITS service at SFU, challenges and possible areas of improvement from a teaching perspective.

5. Considered requests for SCUTL support and involvement regarding Digital Learning Resources at SFU.

6. Provided input and recommendations regarding questions to be included in the SFU Undergraduate Student Survey.

Activities to be Undertaken in the Coming Year (2017-18)

1. Student Evaluation of Teaching and Courses (SETC)
   - ➢ Continue to support effective practices and principles for evaluating teaching at SFU.
   - ➢ With the implementation of online software and the Student Evaluation of Teaching and Course (SETC) tool, SCUTL will continue to collaborate with academic and administrative units as well as a SETC advisory group.

2. Task Force on Flexible Education (TFFE)
   - ➢ Continue active participation and input into the recommendations of the Task Force on Flexible Education.
   - ➢ The Task Force's work is anticipated to have a broad impact on teaching and learning at SFU by identifying priorities, strategic directions and actions related to enhancing the SFU students' experience. SCUTL participation may include consulting on the implementation plan, forming and/or participating implementation groups to enact specific recommendations.

3. Digital Learning Resource Management
   - ➢ An emergent action from the TFFE's activities appears to revolve around digital learning resources, specifically, the potential and implications of Open Educational Resources and fee-based publisher materials and tools. SCUTL may provide and encourage faculty participation, provide feedback on pilot projects and input on SFU directions pending pilot results.

4. Educational Goals
   - ➢ SCUTL will provide support as requested in areas such as compiling effective practices and principles for program and course level assessment planning, analyzing, summarizing, sharing and using results.

5. SCUTL will continue to explore ways to contribute to the SFU community by attending to teaching and learning issues and engaging in activities that are appropriate to its mandate.

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APPENDIX I

Senate Committee on University Teaching and Learning

Standing committee (Reporting Category "B")
Last updated March 16, 2017

Members	Conditions	Term	Expiry Date	Name
Faculty Member of SCUTL	Chair. Elected by members of SCUTL	2 years	May 31, 2017	Natalia Gajdamaschko
Faculty Member (Applied Sciences)		3 years	May 31, 2019	Diana Cukierman
Faculty Member (Arts and Social Sciences)		3 years	May 31, 2017	Dai Heide
Faculty Member (Business Admin)		3 years	May 31, 2019	Victor Song
Faculty Member (Communication, Art & Technology)	Elected by Senate	3 years	May 31, 2018	Ker Wells
Faculty Member (Education)		3 years	May 31, 2018	Natalia Gajdamaschko
Faculty Member (Environment)		3 years	May 31, 2018	Shivanand Balram
Faculty Member (Health Sciences)		3 years	May 31, 2018	Laurie Goldsmith
Faculty Member (Science)		3 years	May 31, 2017	Julian Christians
Faculty Senator	Elected by and from Senate	3 years	May 31, 2018	Tony Williams
Undergraduate Student	Elected by Senate	1 year	May 31, 2017	
Graduate Student	Elected by Senate	1 year	May 31, 2017	Michael Chua
Director, Teaching and Learning Centre (or designate)	Secretary, Ex-officio (voting)			Brad Johnson
Associate University Librarian Learning & Research Services (or designate)	Ex-officio (voting)			Elaine Fairey
Executive Director, Student Affairs (or designate)	Ex-officio (voting)			Nancy Johnston
Director, Institute for the Study of Teaching and Learning in the Disciplines (or designate)	Ex-officio (voting)			Cheryl Amundsen
Associate Director, Application Services, ITS (or designate)	Ex-officio (voting)			Keith Fong
Recording Secretary (tlcdir@sfu.ca)	Ex-officio (non-voting)			Denise Buck

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Terms of Reference

Purpose

1. To provide institutional oversight on matters related to teaching and learning. These include but are not limited to educational goals, curriculum development and assessment, teaching and course evaluation processes, instructional development needs, and evolving teaching practices.
2. To provide advice, guidance, and support to relevant University bodies and stakeholders on matters related to teaching and learning.
3. To consider such matters, related to teaching and learning, referred to the Committee by Senate and its committees.

Operation

1. The Committee quorum shall be five members.
2. The Committee may establish sub-committees to gather information, develop expertise, conduct pilot projects or perform other tasks as assigned.
3. Committee meetings shall be open.
4. Committee meetings will be held monthly at times established before the beginning of each semester.
5. The Committee shall report to Senate in May of each year.
6. The Committee shall regularly solicit and review teaching and learning related surveys such as the annual SFU Undergraduate Survey, as well as reports of various units including but not limited to the Teaching and Learning Centre (TLC), the Centre for Online and Distance Education (CODE) and the Student Learning Commons (SLC).
7. The Committee shall regularly communicate with related committees such as the Education Systems Stewardship Committee and the Academic Integrity Committee.