SFU

MEMO

ATTENTION	Members of Senate	TEL	
FROM	Panayiotis A. Pappas, Chair & Associate Professor, Department of Linguistics		
RE	SCUTL Annual Report		
DATE	May 1, 2014	TIME	

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,

Panayiotis A. Pappas
Chair & Associate Professor, Department of Linguistics

Senate Committee on University Teaching and Learning (SCUTL) Report to Senate (May 2013 – April 2014)

Submitted by:
Panayiotis A. Pappas, Chair & Associate Professor, Department of Linguistics
Stephanie T.L. Chu, Secretary & Director, Teaching and Learning Centre

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/SenateComms/SCUTL/index.html

Meetings

SCUTL met 8 times between May 2013 and April 2014.

- September 23, 2013
- October 30, 2013
- November 25, 2013
- December 18, 2013
- January 16, 2014
- February 13, 2014
- March 13, 2014
- April 10, 2014

Guests

The following individuals met with SCUTL during this period:

Guest	Meeting Date	Topic
Jon Driver	December 18, 2013	Task Force on Flexible Education (TFFE)
Bill Krane	December 18, 2013	Task Force on Flexible Education (TFFE)
Jo Hinchliffe	March 13, 2014	Academic Integrity

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Highlights of Activities Completed

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

1. Provided feedback and recommendations on the Teaching and Course Evaluation Project (TCEP) Final Report to Senate.

    The goal of the Teaching and Course Evaluation (TCE) project was to make recommendations to govern the selection/development of an updated system for student evaluation of teaching and courses that reflects new understanding from educational research and is more focused on student learning. In particular, the goal was to recommend key requirements for the replacement of the existing instrument and processes with an emphasis on:

    -   Improving the teaching and learning environment
    -   Ensuring efficient methods of data collection, storage and protection of privacy
    -   Adopting guidelines for best practices in the use of evaluation data.

    The project was based on earlier work by the Senate Committee on University Teaching and Learning (SCUTL) and the Task Force on Teaching and Learning (TFTL). The project utilized a pragmatic approach starting with a literature review in support of the goals of the project and consultation with other institutions. The heart of the approach was a strong focus on engaging with the SFU community. Lastly, a proof of concept was completed as a small scale practical application of the recommendations that had emerged. The final report on the project was approved by SCUTL on November 25, 2013, and sent to Senate where it was approved unanimously on January 6, 2014.

2. Provided feedback to Jon Driver and Bill Krane on the Task Force on Flexible Education (TFFE). The committee provided feedback and comments on the composition of the Task Force, the definition and scope of Flexible Education, and the need for institutional support for instructors pioneering innovative approaches.

3. Elected a new Chair.

4. Reviewed Terms of Reference.

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Activities to be Undertaken in the Coming Year (2014-15)

1. Compile effective practices and principles for evaluating teaching at SFU.
    > With the anticipated implementation of online software and the new teaching and course evaluation form over the next academic year, SCUTL will lead a project to determine principles and examples of effective practices. These resources may then be used by departments as they consider evaluating teaching more broadly and beyond the Teaching and Course Evaluation form. The project will entail collaboration between SCUTL, academic and administrative units.

2. Active participation and input into the Task Force on Flexible Education's activities.
    > The Task Force's work is anticipated to have a broad impact on teaching and learning at SFU by identifying priorities and strategic directions related to enhancing the SFU students' experience. SCUTL participation may include aiding the environmental scan, providing input on priorities, engaging in working groups, and contributing to the final recommendations and implementation plan.

3. Involvement in STLHE planning, promotion and conference participation.
    > SCUTL members will be involved in the STLHE (Society in Teaching and Learning in Higher Education) 2015 national conference by serving on subcommittees, promoting the event, and encouraging SFU faculty and instructors to share their expertise and experiences. The conference is being co-hosted by SFU and UBC. Contributions to this conference would showcase SFU's talent and also enable networking and professional development with other faculty and instructors from across the nation.

4. Elect a new Chair.

5. Revise the Terms of Reference.

Note: Stephanie T.L. Chu, Acting Chair, September 2013 – October 2013
Panayiotis A. Pappas, Chair, Elected October 30, 2013

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APPENDIX I

Senate Committee on University Teaching and Learning

Standing committee (Reporting Category "B")
Updated 4 March 2014

Members	Conditions	Term	Expiry Date	Name
Faculty Member of SCUTL	Chair. Elected by members of SCUTL	2 years	May 31, 2015	Panayiotis Pappas
Faculty Member (Applied Sciences)	Elected by Senate	3 years	May 31, 2016	Diana Cukierman
Faculty Member (Arts and Social Sciences)		3 years	May 31, 2014	Panayiotis Pappas
Faculty Member (Business Admin)		3 years	May 31, 2016	Michael Johnson
Faculty Member (Communication, Art & Technology)		3 years	May 31, 2015	Stuart Poyntz
Faculty Member (Education)		3 years	May 31, 2015	Kevin O'Neill
Faculty Member (Environment)		3 years	May 31, 2015	Bob Muir
Faculty Member (Health Sciences)		3 years	May 31, 2015	Nienke Van Houten
Faculty Member (Science)		3 years	May 31, 2014	Julian Christians
Undergraduate Student	Elected by Senate	1 year	May 31, 2014	Yoko Lu
Graduate Student	Elected by Senate	1 year	May 31, 2014	Fiona Shaw
Director, Teaching and Learning Centre	Secretary, Ex-officio (voting)			Stephanie Chu
Director, Student Learning Commons	Ex-officio (voting)			Elaine Fairey
Senior Director Learning and Retention (or designate)	Ex-officio (voting)			Nancy Johnston
Recording Secretary (tlcdir@sfu.ca)	Ex-officio (non-voting)			Denise Buck

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Terms of Reference

1. To provide advice on matters pertaining to Learning Outcomes and Prior Learning Assessment.

2. To review periodically, and advice on, grading practices and standards in the Faculties.

3. 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, laboratory and sessional instructors and teaching assistants including teaching enhancement initiatives and professional development.

5. 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.

6. To provide advice on the efficacy of various teaching strategies in relation to changing teaching and learning environments.

7. To consider such matters, related to teaching and learning, referred to the Committee by Senate and its committees.

Quorum – 5 members

Reports to Senate annually in May/June.

Panayiotis A. Pappas
Chair & Associate Professor, Department of Linguistics