



MINUTES OF MEETING #6 (2006-07)

SENATE TEACHING AND LEARNING POLICY COMMITTEE

WEDNESDAY, APRIL 4, 2007, 3:00 PM

BOARD ROOM, 13TH FLOOR, SCHMON TOWER

PRESENT: Professor Anna Lathrop (Chair), Professor Michael Carter (Vice-Chair),
Ms. Karen Bordonaro, Professor Patricia Debly, Ms. Michelle Green, Ms. Margaret Grove,
Dr. Jim Kerr, Professor Pierre Lizée, Dean Marilyn Rose, Professor Paul Zelisko

Mr. Patrick Beard, Ms. Margaret Thompson (Secretary)

REGRETS: Dr. Terry Boak, Professor Donald Brown, Professor Maureen Connolly,
Dean John Corlett, Professor Julian Kitchen

Professor Lathrop called the meeting to order and extended a welcome to Dr. Jim Kerr, Interim Executive Director of Information Technology Services. The Chair proposed, and members concurred, that the agenda be amended to include a verbal IT update from Dr. Kerr. The update from the Task Force on Standardized Course Evaluations, which was to be presented by Professor Connolly, would be deferred to the next meeting.

1. APPROVAL OF MINUTES

[Minutes of Meeting #5 held February 7, 2007 had been distributed with the meeting materials.]

MOVED (Zelisko/Carter)

THAT the minutes of meeting #5 held February 7, 2007 be approved.

CARRIED

2. REPORT OF THE CHAIR

Professor Lathrop reported that during the 546th meeting of Senate held February 28, 2007, Senate passed a motion to receive, for information, the Undergraduate Retention Strategy which had been forwarded from the Teaching and Learning Policy Committee.

The Chair noted, for information, that a comprehensive policy is currently being developed to formalize the various protocols in place regarding safety for students in field work related to teaching and learning. It was anticipated that once the policy was drafted, it would be forwarded to the Committee for consideration.

3. TASK FORCE UPDATES

3.1 Context Courses

[A Report *Context Courses at Brock University* had been distributed prior to the meeting.]

Professor Carter referred members to the Report. With respect to Section 1, he noted that discussions had begun with the Registrar's Office regarding the creation of a student friendly guide to context courses at Brock University which, when completed, would be posted on the University website.

As outlined in Section 2 of the Report, Professor Carter referred members to the current context courses being offered during the spring and summer sessions. During discussion, members concurred that it would be beneficial for the Committee to continue to monitor the offering of context courses given that Senate had previously approved a recommendation at its 538th meeting on April 12, 2006 affirming that the Deans of Humanities, Mathematics and Science, Social Sciences, and Applied Health Sciences encourage and provide resource support as possible for the offering of additional context courses in the evening during the regular academic year and during the spring term. It was further noted that Senate had recommended that Deans and Departments explore the potential for and resources necessary to have more context courses offered as ½ credit courses.

Professor Carter reviewed the proposed motion and rationale as outlined in Section 3 of the Report regarding a proposed process to formalize the approval of new context courses. During discussion, it was proposed, and concurred by members, that input be sought from the Committee on Academic Deans and the Undergraduate Program Committee prior to presenting a recommendation to Senate which would include a proposal to amend the Faculty Handbook accordingly. Professor Lathrop would forward the request for review to the VP, Academic and Provost, and the Chair of UPC.

During further discussion, the Committee agreed that the past-practice of regularly reviewing context courses was important and suggested that a three-year audit process be established. The Governance Committee would be requested to consider including this function within the mandate of the Undergraduate Program Committee.

3.2 Standardized Course Evaluations - Deferred

3.3 Information Technology Services Update

Dr. Kerr provided an oral update on ITS activities. He noted that computer equipment was available as a result of the lab renewal program and encouraged members in need to contact ITS. In response to a question regarding the functioning of WebCT for the fall, Dr. Kerr expanded on the testing that is currently underway to ensure that load will not become an issue.

During a brief discussion, Dr. Kerr responded to questions. A request was made to Dr. Kerr that consideration be given to extending the staffing hours at the Help Desk to include early evening.

4. START DAY OF FALL TERM - UPDATE

Professor Lathrop reported that she had not heard back from the Dean of Mathematics and Science in response to her query regarding the extent of the science courses affected by the commencement of the fall term on a Thursday; however, a faculty professor had indicated that 12 biology courses had reduced labs.

The Committee concurred that, as the commencement date for fall 2007 had already been established, details of the various implications for the courses would need to be provided to the Committee from the Dean early in 2007 for consideration of the fall 2008 commencement date.

5. BUDGET/FINANCIAL IMPLICATIONS FOR SENATE COMMITTEE DECISION AND MOTIONS

[A memo to Committee Chairs and Vice-Chairs from the Budget Advisory Committee had been distributed with the meeting materials.]

Professor Lathrop briefly reviewed the memo from the Budget Advisory Committee which requested that Senate Committees consider the potential financial implications of motions prior to presenting recommendations to Senate.

6. STANDING REPORTS

6.1 Library - Learning Commons

[A Report to the Committee regarding the Brock Learning Commons had been distributed with the meeting materials.]

Ms. Grove reviewed her comprehensive Report to the Committee which included details on the Learning Commons project. During a brief discussion, she responded to questions. Members were encouraged to view the floor plans available in the Library.

7. OTHER BUSINESS - None

8. NEXT MEETING - Wednesday, May 2, 2007, 3:00 p.m., Board Room

9. ADJOURNMENT - The meeting adjourned at 4:08 p.m.