



MINUTES OF MEETING #1 (2006-07) OF THE
SENATE TEACHING AND LEARNING POLICY COMMITTEE

HELD ON WEDNESDAY, OCTOBER 4, 2006 AT 10:30 AM

IN THE ALUMNI LOUNGE, 13TH FLOOR, SCHMON TOWER

PRESENT: Professor Anna Lathrop (Chair), Ms. Karen Bordonaro, Dean John Corlett,
Professor Maureen Connolly, Ms. Michelle Green, Ms. Margaret Grove,
Dean Marilyn Rose
Margaret Thompson, Administrative Support

REGRETS: Dr. Terry Boak, Professor Michael Carter, Mr. Ron Dubien, Professor Pierre Lizée,
Professor Paul Zelisko

1. Welcome, Call to Order and Introductions

Professor Lathrop welcomed members to the inaugural meeting of the Teaching and Learning Policy Committee. Noting a quorum present, she called the meeting to order. Self-introductions were made.

The Chair referred members to the documents distributed at the outset of the meeting, namely the previous minutes of the meeting of the Senate Teaching and Research Policy Committee and the 2005-06 Annual Report of that Committee. The reports were received for information only.

2. Review of the Terms of Reference

[The Committee's Terms of Reference had been distributed with the meeting materials.]

Professor Lathrop referred members to the Committee's Terms of Reference which had recently been approved by Senate on September 27, 2006.

In response to a question regarding the inclusion of the word "may" in 9.8.1 c), Professor Connolly indicated that she would confirm with the Senate Governance Committee and report back to the Committee.

3. Report of the Chair – 2006-07 Critical Path

Professor Lathrop reviewed two outstanding issues inherited by the Committee from the former Teaching and Research Policy Committee, namely, core and context and standard course evaluations. She noted that both issues would be further examined under agenda item 5.

During discussion, several additional outstanding issues were identified. Members concurred that the following items be further examined during the upcoming year and/or in the future:

- Teaching space and the need to examine “net gain” acquired from the construction of new buildings. The Chair would invite Barb Davis and/or Pat Cane to a future meeting to speak to the issue. As well, Professor Connolly indicated that she would keep the Committee updated on the activities of the Room Modernization Committee.
- Library needs and information on the Learning Commons would be provided to the Committee through regular reports by Margaret Grove; assist Library as needs arise.
- Development of policy and standards as UPC begins to approve on-line courses.
- Review guidelines for the adjudication of the Award for Distinguished Teaching and examine potential to harmonize criteria for that award and the Faculty Awards.
- Development of policy as a result of recommendations from NSSE (National Survey of Student Engagement).
- Invite the new academic integrity officer to a future meeting to discuss both undergraduate and graduate issues.
- Keep in close articulation with Chair of Research & Scholarship Committee.
- Examine a coordinated approach for development of external teaching awards (harmonize internal awards to external awards to move dossier along easier).
- Request reports from Graduate Studies Committee with respect to the development of a mentoring program for graduate students; potential opportunity to develop policy.
- Examine first year experiences
- Potential to develop policy regarding issues of language facility with international students (decentralize from faculty-based)

4. Task Forces: Update/Membership

4.1 Core and Context Requirements

Professor Lathrop reported that Professor Carter had agreed to continue as Chair of the Core and Context task force. During a brief discussion, Dean Rose provided an overview of several of the issues discussed by the task force during the previous year. Following discussion, the Chair called for volunteers to serve on the task force. Dean Corlett cited a conflict of interest. Ms. Bordonaro agreed to serve. It was further suggested that Professor Carter recruit one additional faculty representative, preferably cross-appointed. Dean Rose indicated that a graduate student may be able to provide research assistance to the task force.

4.1 Standardized Course Evaluations

Professor Connolly reported that the task force had developed a survey last year but had not yet been distributed to the teaching staff. The intent of the survey was to examine the evaluation of teaching at the University. Following analysis of the results, it was anticipated that the Committee would forward its recommendation to Senate regarding best practices in the evaluation of teaching and the process of evaluation. Professor Connolly noted that the survey had received the approval of the Research Ethics Board.

Professor Lathrop reviewed the content of the survey with members. A minor amendment to one of the questions was accepted.

MOVED (Corlett/Green)

That the Faculty Course Evaluation Survey, as amended, be distributed to the University's teaching community.

CARRIED

A copy of the survey would be appended to the minutes of the meeting.

[SECRETARY'S NOTE: Following the meeting, members were polled and concurred that the survey be distributed without the amendment as time was of the essence and such an amendment would require further consideration of the REB.]

5. New Business

Professor Connolly reported on the recent difficulties experienced with WebCT. Following a brief discussion, it was agreed that the Chair would invite Mr. Dubien to provide an update to Senate at the upcoming meeting.

6. Next Meeting

The next meeting of the Committee would be held on Wednesday, November 1, 2006, 10:30 a.m., Committee Room, 13th Floor, Schmon Tower.

7. Adjournment

The meeting adjourned at 11:55 a.m.