

TEACHING AND LEARNING COMMITTEE

February 29, 2024 at 3pm – 5pm

University Boardroom A341

IN ATTENDANCE:

Nancy Ogden	GFC Academic Staff Member, CHAIR
Karim Dharamsi	Vice-Provost, Academic, VICE-CHAIR
Meagan Bowler	Dean, University Library
Christian Cook	Director, Academic Development Centre (ADC)
Kelly Williams-Whitt	Dean Representative
Gaye Warthe	Associate Dean/Vice Dean responsible for teaching and learning
Lavinia Moldovan	GFC Academic Staff Member (Arts)
Liza Choi	GFC Academic Staff Member (Health, Community and Education)
Gabrielle Broitman– Levandovsky	Academic Staff Member (Teaching & Learning) <i>(via Google Meet)</i>
Alice Swabey	Academic Staff Member (University Library)
Dimitra Fotopoulos	Continuing Education Representative
Kristin Fulton	Student Affairs Representative
Luis Rios	Student Representative

Resources

Melanie Rathburn	Associate Dean/Vice Dean responsible for teaching and learning <i>(via Google Meet)</i>
Sheena Dyer	Assistant University Secretary, GFC, RECORDING SECRETARY

NOT IN ATTENDANCE:

Andrew Goodmanson	Manager, Learning Technologies (ADC)
Brenda Lang	GFC Academic Staff Member (Business and Communication Studies)
Marwaa Tahir	Student Representative

The Chair called the meeting to order at 3:02PM.

1. Approval of Agenda

Moved and seconded:

THAT the Agenda for the February 29, 2024 Teaching and Learning Committee meeting be approved.

Motion carried

2. Approval of Meeting Minutes

2.1. Minutes from November 9, 2023

Moved and seconded:

THAT the Minutes of the November 9, 2023 Teaching and Learning Committee meeting be approved.

Motion carried

2.2. Business Arising from the Minutes

There was no business arising from the minutes.

3. Review of TLC Charter

The Chair explained that the GFC Executive Committee is undertaking a review of all the GFC Committee Charters. The following motion was made:

Moved and seconded:

THAT a review of TLC's Charter be put on hold until outcomes of the GFC Executive Committee's "GFC Committee Review" are shared.

Motion carried

4. Report from the Senior Administrator to the Committee

4.1. Steering Committees Update

The Vice-Chair provided updates on the establishment of and the recent meetings held for the General Education Steering Committee (GES) and the Experiential Learning Steering Committee (ELSC) that he chairs, and responded to questions about their reporting structures. An update was also shared on the recent meeting of the Generative Artificial Intelligence in Teaching and Learning (AI) Working Group.

4.2. Syllabus Guidelines Update

The Vice-Chair informed members that the course syllabus template had been reviewed by the Associate Deans and Vice Deans in the Fall and had been disseminated to all Faculties and Departments for the Winter 2024 semester. The syllabus template continues to be in line with current policy and remains consistent with what was approved last year (May 2023).

5. Committee Chair Report

A copy of the most recent TLC Committee Chair's Report to GFC was provided for information.

6. New Business

A general discussion regarding the role of the TLC in examining SPoTs took place and will be revisited once the members are able to re-examine the role of TLC more generally.

7. Adjournment 3:42PM