

TEACHING AND LEARNING COMMITTEE
December 5, 2024 at 3pm – 5pm
University Boardroom A341

IN ATTENDANCE:

Charles Hepler	GFC Academic Staff Member, CHAIR
Andrew Goodmanson	Manager, Learning Technologies (ADC)
Gaye Warthe	Associate Dean/Vice Dean responsible for teaching and learning
Ademola Adesola	GFC Academic Staff Member (Arts)
Neil Brigden	GFC Academic Staff Member (Business, Communication Studies & Aviation)
Julie Booke	GFC Academic Staff Member (Health, Community and Education)
Alice Swabey	Academic Staff Member (University Library)
Dimitra Fotopoulos	Continuing Education Representative
Kristin Fulton	Student Affairs Representative
Ayden Ali	Student Representative
Fiona Chetty	Student Representative (<i>virtual</i>)
<u>Resources</u>	
Sarah Hewitt	Associate Dean/Vice Dean responsible for teaching and learning
Sheena Dyer	Assistant University Secretary, GFC, RECORDING SECRETARY

NOT IN ATTENDANCE:

Meagan Bowler	Dean, University Library
Christian Cook	Director, Academic Development Centre (ADC)
Karim Dharamsi	Vice-Provost, Academic, VICE-CHAIR
Kelly Williams-Whitt	Dean Representative

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

1. Approval of Agenda

Moved and seconded:

THAT the Agenda for the December 5, 2024 Teaching and Learning Committee meeting be approved.

Motion carried

2. Approval of Meeting Minutes

2.1. Minutes from October 31, 2024

Moved and seconded:

THAT the Minutes of the October 31, 2024 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. Better Defining Our Responsibilities (continued from previous meeting)

- 3.1. TLC 2024-25 Annual Plan – For Reference
- 3.2. TLC 2023-24 Annual Report – Recommendations from previous TLC Chair

Discussion:

- The TLC working group on course outlines will be meeting after the December meeting.
- It was acknowledged that there is still a challenge with having responsibilities of TLC clarified for the committee.
- The Chair will be meeting with the Vice-Chair to debrief on the suggestions raised from the previous meeting and to plan for the brainstorming session regarding SPoTs at the next TLC meeting.

4. Topics for Discussion in Future Meetings (continued from previous meeting)

The following topics were suggest for discussion in future meetings:

- Grade distributions
- Academic Plan
- Update on Syllabus Guidelines
- Artificial Intelligence and Universal Design for learning
- Peer Review

The Chair indicated he would bring these suggestions to his meeting with the Vice-Provost, Academic as they discuss planning for upcoming TLC meetings.

5. Committee Chair Report – copy of the previous Committee Chair’s Report to GFC

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

Consideration was given to bringing a presentation to TLC about accessibility in teaching and learning to help build TLC member’s understanding of this, but agreed to wait until TLC has a better sense of their scope at a governance level first.

6. New Business

There was no new business.

7. Adjournment 3:47PM