SFU

MEMO

ATTENTION	Members of Senate
FROM	Natalia Gajdamaschko, SCUTL Chair & Teaching Professor, Faculty of Eduation
RE	SCUTL 2017 – 2018 Annual Report
DATE	May 2, 2018

On behalf of the Senate Committee on University Teaching and Learning (SCUTL), I am pleased to submit to Senate the 2017-2018 SCUTL Annual Report.

Sincerely,

Natalia Gajdamaschko
SCUTL Chair & Teaching Professor, Faculty of Education

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Senate Committee on University Teaching and Learning (SCUTL) Report to Senate (May 2017 – April 2018)

Submitted by:
Natalia Gajdamaschko, Chair 2016-2018 & Teaching Professor, Faculty of Education
Panayiotis Pappas, Chair 2018 – 2019 & Associate Professor, Department of Linguistics

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-committees/scutl.html

Meetings

SCUTL met 9 times between May 2017 and April 2018:

1. May 24, 2017

2. June 21, 2017

3. July 19, 2017

4. September 11, 2017

5. November 21, 2017

6. January 30, 2018

7. February 27, 2018

8. March 27, 2018

9. April 17, 2018

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Guests

The following individuals met with SCUTL during this period:

Guest	Date	Topic
Michelle Vanchu-Orosco, Manager, Assessment and Course Evaluation	September 11, 2017	Student Evaluating of Teaching and Courses (SETC)
Chris Groeneboer, Manager, Student Experience Initiative	September 11, 2017	Student Experience Initiative
Elizabeth Elle, Chair, Educational Goals / Learning Outcomes Working Group	November 21, 2017	Educational Goals / Learning Outcomes
Barbara Frisken, Chair, Teaching Assessment Working Group	January 30, 2018	Teaching Assessment Working Group
Barbara Frisken, Chair, Teaching Assessment Working Group	February 27, 2018	Teaching Assessment Working Group
Panayiotis Pappas	February 27, 2018	Student Evaluation of Teaching and Courses (SETC) Working Group Report
Barbara Frisken, Chair, Teaching Assessment Working Group	March 27, 2018	Teaching Assessment Working Group and Student Evaluation of Teaching and Courses (SETC) Working Group Report
Chris Groeneboer, Manager, Student Experience Initiative	March 27, 2018	Student Experience Initiative
Fiona Li, Student	March 27, 2018	Student Experience Initiative
Anna Chmielewski, Project Manager, IT Services	April 17, 2018	DAM Solution Discovery Project, Lecture Capture Stream

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Highlights of Completed Activities

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

1. Representation on the Teaching Assessment Working Group (TAWG).
2. Representation on the Educational Systems Stewardship Committee (ESSC).
3. Representation on the Advisory Committee for SETC (ACE).
4. Representation on the Educational Goals / Learning Outcomes Working Group.
5. Representation on the Learning Space Design Committee (LSDC).
6. Participated in the Vice-Provost and Associate Vice-President, Learning and Teaching search by the Chair meeting with the candidates and providing feedback.
7. The SCUTL sub-committee, Student Evaluation of Teaching and Courses Working Group (SETCWG), finalized the report "Developing a Teaching Assessment Framework for SFU" which provides a detailed overview of the relevant academic literature, and related SFU policies, as well as the results of interviews with SFU TPC chairs, teaching fellows, and teaching award recipients, and administrators from other Canadian universities. The report offers an assessment of limitations and recommendations for continued work.
8. The Student Evaluation of Teaching and Courses Working Group shared the report "Developing a Teaching Assessment Framework for SFU" with the Teaching Assessment Working Group (TAWG) to inform and support their work.
9. Provided feedback to the Educational Goals / Learning Outcomes Working Group regarding the terms of reference.
10. Provided feedback to the Teaching Assessment Working Group (TAWG) regarding the terms of reference.
11. Provided feedback regarding the Student Experience Initiative signature events.
12. Continued to act as a conduit for questions regarding the Student Evaluation of Teaching and Courses.
13. Continued active support of teaching and learning within the SFU community through regular dialogue and connections with Faculty Teaching Fellows.
14. Provided feedback to IT Services as well as considering the request to be a working committee regarding the Digital Asset Management (DAM) Solution Discovery, Lecture Capture Stream.

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Activities to be Undertaken in the Coming Year (2018-19)

1. Vice-Provost and Associate Vice-President, Learning and Teaching
   - ➤ SCUTL anticipates providing support for the initiatives of the new Vice-Provost and Associate Vice-President, Learning and Teaching

2. Student Evaluation of Teaching and Courses (SETC)
   - ➤ Continue to support effective practices and principles for evaluating teaching at SFU
   - ➤ Present the SCUTL sub-committee Student Evaluation of Teaching and Courses Working Group (SETCWG) report "Developing a Teaching Assessment Framework for SFU" to Senate and disseminate to the broader SFU community
   - ➤ With the implementation of online software and the Student Evaluation of Teaching and Course (SETC) tool, SCUTL will continue to collaborate with academic and administrative units as well as the Advisory Committee for SETC (ACE).

3. Task Force on Flexible Education (TFFE)
   - ➤ The Task Force's work is anticipated to have a broad impact on teaching and learning at SFU by identifying priorities, strategic directions and actions related to enhancing the SFU students' experience. SCUTL participation may include consulting on the implementation plan, forming and/or participating implementation groups to enact specific recommendations.

4. Educational Goals / Learning Outcomes
   - ➤ SCUTL will provide support as requested in areas such as compiling effective practices and principles for program and course level assessment planning, analyzing, summarizing, sharing and using results.

5. Teaching Assessment
   - ➤ Continue to provide feedback and useful recommendations to the Teaching Assessment Working Group

6. SCUTL will continue to explore ways to contribute to the SFU community by attending to teaching and learning issues and engaging in activities that are appropriate to its mandate.

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APPENDIX I

Senate Committee on University Teaching and Learning

Standing committee (Reporting Category "B")

Last updated April 17, 2018

Members	Conditions	Term	Expiry Date	Name
Faculty Member of SCUTL	Chair. Elected by members of SCUTL	2 years	May 31, 2019	Natalia Gajdamaschko
Faculty Member (Applied Sciences)	Elected by Senate	3 years	May 31, 2019	Diana Cukierman
Faculty Member (Arts and Social Sciences)		3 years	May 31, 2020	Panayiotis Pappas
Faculty Member (Business Admin)		3 years	May 31, 2019	Victor Song
Faculty Member (Communication, Art & Technology)		3 years	May 31, 2018	Daniel Ahadi
Faculty Member (Education)		3 years	May 31, 2018	Natalia Gajdamaschko
Faculty Member (Environment)		3 years	May 31, 2018	Shivanand Balram
Faculty Member (Health Sciences)		3 years	May 31, 2018	Rochelle Tucker
Faculty Member (Science)		3 years	May 31, 2020	Julian Christians
Faculty Senator	Elected by and from Senate	3 years	May 31, 2018	Tony Williams
Undergraduate Student	Elected by Senate	1 year	May 31, 2018	Joseph Ssendikaddiwa
Graduate Student	Elected by Senate	1 year	May 31, 2018	Erin Hogg
Director, Teaching and Learning Centre (or designate)	Secretary, Ex-officio (voting)			Brad Johnson
Associate Dean of Libraries, Learning and Research Services (or designate)	Ex-officio (voting)			Karen Munro
Executive Director, Student Affairs (or designate)	Ex-officio (voting)			Nancy Johnston
Director, Institute for the Study of Teaching and Learning in the Disciplines (or designate)	Ex-officio (voting)			Sheri Fabian
Associate Director, Application Services, ITS (or designate)	Ex-officio (voting)			Keith Fong
Recording Secretary (tlcdir@sfu.ca)	Ex-officio (non-voting)			Denise Buck

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Terms of Reference

Purpose

1. To provide institutional oversight on matters related to teaching and learning. These include but are not limited to educational goals, curriculum development and assessment, teaching and course evaluation processes, instructional development needs, and evolving teaching practices.
2. To provide advice, guidance, and support to relevant University bodies and stakeholders on matters related to teaching and learning.
3. To consider such matters, related to teaching and learning, referred to the Committee by Senate and its committees.

Operation

1. The Committee quorum shall be five members.
2. The Committee may establish sub-committees to gather information, develop expertise, conduct pilot projects or perform other tasks as assigned.
3. Committee meetings shall be open.
4. Committee meetings will be held monthly at times established before the beginning of each semester.
5. The Committee shall report to Senate in May of each year.
6. The Committee shall regularly solicit and review teaching and learning related surveys such as the annual SFU Undergraduate Survey, as well as reports of various units including but not limited to the Teaching and Learning Centre (TLC), the Centre for Online and Distance Education (CODE) and the Student Learning Commons (SLC).
7. The Committee shall regularly communicate with related committees such as the Education Systems Stewardship Committee and the Academic Integrity Committee.