



General Faculties Council
Committee on the Learning Environment
Approved Open Session Minutes

Wednesday, April 26, 2017
2-31 South Academic Building (SAB)
2:00 PM - 4:00 PM

ATTENDEES:

Voting Members:

Sarah Forgie	Chair (Delegate), Provost and Vice-President (Academic)
Marina Banister	Vice-President (Academic), Students' Union
Gerald Beasley	Vice-Provost and Chief Librarian
Janice Causgrove Dunn	Associate Dean or Associate Chair, Teaching and Learning (or equivalent)
Shannon Erichsen	Support staff representative
Firouz Khodayari	Vice-President (Academic), Graduate Students' Association
Glen Loppnow	Associate Dean or Associate Chair, Teaching and Learning (or equivalent)
Janice Miller-Young	Academic Director, Centre for Teaching and Learning
Jeff Rawlings	(Delegate), Vice-Provost and Associate Vice-President, Information Technology
Norma Rodenburg	(Delegate), Vice-Provost and University Registrar
Carrie Smith-Prei	Academic staff member and current serving member of GFC
Mani Vaidyanathan	Academic Staff
Stanley Varnhagen	Academic Staff

Staff:

Meg Brolley, Coordinator, GFC CLE

OPENING SESSION

1. Approval of the Agenda

Materials before members are contained in the official meeting file. The committee agreed to add Open Educational Resources as a discussion item.

Motion: Miller-Young/Rawlings

THAT the GFC Committee on the Learning Environment approve the Agenda as amended.

CARRIED

2. Approval of the Open Session Minutes of April 5, 2017

Materials before members are contained in the official meeting file.

Motion: Rawlings/Khodayari

THAT the GFC Committee on the Learning Environment approve the Minutes of April 5, 2017.

CARRIED

3. Comments from the Chair

The Chair noted that the student terms on the committee ended April 30 and thanked the student members for their contribution over the year. She indicated that the report of the *ad hoc* Committee on Academic Governance Including Delegated Authority was approved by GFC on April 21 and that a number of the recommendations are applicable to CLE and will form part of the committee's work in the coming months.

The Chair thanked Janice Miller-Young, Jeff Rawlings, Mani Vaidyanathan and Stanley Varnhagen for their efforts since the last meeting to pull together the recommendations for the USRI item on the agenda.

Finally, the Chair congratulated Gerald Beasley, University Librarian, and his team on the signing of the MOU with the National Centre for Truth and Reconciliation.

ACTION ITEMS

4. Report of the GFC Committee on Learning Environment on Teaching and Learning and Teaching Evaluation and the Use of the Universal Student Ratings of Instruction (USRI) as an Evaluation Tool

Materials before members are contained in the official meeting file.

Presenter(s): Sarah Forgie

Discussion:

The Chair provided an overview of the documents and noted that the recommendations would inform the workplan of the committee over the next year. The committee provided comments on a number of sections including the importance of student input, increasing response rates, and tools to evaluate small classes. A member noted that evaluation of research faces many of the same challenges as teaching evaluation. The committee discussed some of the wording in the report and provided some refinements to that wording. There was a discussion on the recommendations which came forward from past reports and were not implemented. The committee reviewed and revised the draft recommendations.

Motion: Miller-Young/Varnhagen

THAT the GFC Committee on the Learning Environment approve the recommendation and the report on Teaching and Learning and Teaching Evaluation and the Use of the Universal Student Ratings of Instruction (USRI) as an Evaluation Tool, as revised.

CARRIED
2 Abstentions

DISCUSSION ITEMS

5. Discussion on Learning Outcomes (no documents)

Presenter(s): Sarah Forgie

Purpose of the Proposal: For information/discussion.

Discussion:

The Chair indicated that the Provost's Office, in conjunction with the Centre for Teaching and Learning and the Faculty of Graduate Studies and Research has organized a retreat on May 2, 2017, to discuss learning outcomes. Associate Deans, Education, have been invited to participate. She noted that the Alberta Council on Admission and Transfer (ACAT) and the Campus Alberta Quality Council (CAQC) have been invited to speak; the agenda also includes panels on program level outcomes and the assessment of outcomes. Dr Forgie noted that a report will be produced after the retreat.

6. e-USRI Response Rate Update

Presenter(s): Jeff Rawlings; Adam Giraldeau

Purpose of the Proposal: For information/discussion.

Discussion:

The committee discussed response rates for e-USRIs including the number of days allowed for students to respond and a potential standardization of the process across the university, for example, requiring class time to be given for students to complete the USRI. Mr Rawlings noted that a number of variables influence the response rate including holidays in the midst of the process. Further discussion occurred regarding how to flag poor response rates, the need for multifaceted evaluation, ensuring that FEC is aware of the quality of the data, and education to adequately understand the data produced.

Mr Rawlings noted that the process had been changed so that students received one email with all of their links rather than separate emails; the committee asked if further detail on whether students were selective in which links were followed could be provided.

Mr Rawlings will continue to report on the response rates, and further changes that are implemented with the input of CLE.

7. Open Educational Resources

Presenter(s): Gerald Beasley

Mr Beasley spoke about the leadership by UBC at the recent Open Education (OE) Week at UBC. He noted the OE repository and resources and how they were used in faculty evaluation processes including promotion and tenure. The committee discussed the value of open educational resources to reduce costs to students and supported including as publications for promotion and tenure purposes in the FEC process.

8. Question Period

There were no questions.

INFORMATION REPORTS

9. Items Approved by the Committee by E-Mail Ballots (non-debatable)

There were no items.

10. Information Items Forwarded to Committee Members Between Meetings

There were no items.

CLOSING SESSION

11. Adjournment

The Chair adjourned the meeting at 3:20 p.m.