General Faculties Council
Committee of Learning Environment
APPROVED Open Session Minutes

Wednesday, September 28, 2022
2-31 SAB
2:00 PM - 4:00 PM

ATTENDEES:
Hollis Lai (Vice-Chair)
Bishoi Aziz
Angela Bayduza
Benjamin Cheung
Simran Kaur Dhillon
Zachary Friggstad
Jana Grekul
Christine Hughes
Gurleen Kaur
Angie Mandeville (delegate, University Libraries)

Andrea Macleod (delegate, FGSR)
Jeff Rawlings (delegate, IST)
Norma Rodenburg
Christian Reyns-Chikuma
Gregory Thomas
Patrick von Hauff
Shauna Wilton
Rachel Yang
non-voting:
Tommy Mayberry
Lara McClelland
Kate Peters

REGRETS:
John Nychka
Mike Macgregor
Ali Shiri
Connie Winther

Staff:
Faiza Billo, Governance Systems Coordinator

OPENING SESSION

The Chair began by acknowledging the territory:
> That the University of Alberta is located on Treaty 6 territory. We respect the histories, languages, and cultures of First Nations, Métis, Inuit, and all First Peoples of Canada, whose presence continues to enrich our vibrant community.

1. Approval of the Agenda

Materials before members are contained in the official meeting file.

Presenter(s): Hollis Lai, Vice-Provost (Learning Initiatives), Chair CLE

The motion was moved and seconded.

THAT the GFC Committee on the Learning environment approve the agenda.
CARRIED

2. Approval of the Open Session Minutes of April 27, 2022

Materials before members are contained in the official meeting file.

Presenter(s): Hollis Lai, Vice-Provost (Learning Initiatives), Chair CLE

The motion was moved and seconded.

THAT the GFC Committee on the Learning Environment approve the open session minutes of April 27, 2022
CARRIED

3.   GFC Committee Orientation

Materials before members are contained in the official meeting file.

Presenter(s): Kate Peters, GFC Secretary and Manager, GFC Services;

4.   Comments from the Chair (no documents)

Presenter(s): Hollis Lai, Vice-Provost (Learning Initiatives), Chair CLE

Discussion: The Vice Chair provide an update on activities to honour children who were sent to Residential schools and residential school survivors, the award winners for the Remote Teaching Awards, and the call for a CLE delegate to serve on the Festival of Teaching and Learning Steering Committee.

ACTION ITEMS

5.   Revisions to Examination Procedures and Deferred Exam Procedures in the 2023-2024 University Calendar

Materials before members are contained in the official meeting file.

Presenter(s): Norma Rodenburg, Interim Vice-Provost and University Registrar, Office of the Registrar

Discussion: N Rodenburg provided a high-level overview of the proposal and presented additional changes that had been brought forward after discussion with IST regarding the functioning of the eClass platform. The committee was asked to consider changes to the Permitted References and Aids and to consider a change regarding the rules around arriving and leaving the exam in light of the limitations to the eClass platform.

Members discussed the distinction between online and in person exams, how the students would know they were not permitted to take the exam, and the rationale for the 30-minute time-frame. In addition, members reviewed proposed changes to the language on communication and discussed how the exam invigilation would work in both the online and the in-person environment. Several other editorial changes were made

Members expressed concerns about broad use of remote proctoring and inquired about implementation plans, especially communications with students.

Given the number of changes, the committee agreed to consider the decision by eVote in time for the distribution for the General Faculties Council.

DISCUSSION ITEMS

6.   Updates

A. Centre for Teaching and Learning

Presenter(s): Tommy Mayberry, Executive Director, Centre for Teaching and Learning (CTL)

Discussion: T Mayberry spoke to the plans for the Festival of Teaching and Learning (FOTL) and a possible hybrid model. They reported on the expansion of portfolios in the Centre for Teaching and Learning and plans for larger and more sustained programming. They encouraged members to attend webinars from CTL's seven pedagogical portfolios: Indigenizing Curricula and Pedagogies; Critical Pedagogies and Equity, Diversity, and Inclusivity;

Assessment and Evaluation; Digital Pedagogies and Writing Across the Curriculum; Educational Technology Instruction and Strategy; Instructional Practice and Academic Development; and Online and Hybrid Instruction and Strategy.

B. Facilities and Operations

Presenter(s): Lara McClelland, Associate Vice-President, Integrated Planning and Partnerships Department, Facilities and Operations

Discussion: L McClelland expressed gratitude for the work across Campus on a space survey whose results will highlight different uses of space across Campus. The Asset Management Master Plan is being developed as an umbrella document with clear goals and metrics that will be developed in the next 1-2 months. Finally, she noted that there will be a pilot project to create all-gender washroom facilities across Campus by making changes to fixtures, partitions, and signage.

C. Information Technology

Presenter(s): Jeff Rawlings, Director Digital Learning Environments

Discussion: J Rawlings noted that the focus for Information Services Technology is the retrofitting of classrooms to enable hybrid teachings and that supply chains have been a significant barrier to implementing changes. The IST team has focused on filling gaps through lending materials and offering advice. He also informed the committee that eClass would undergo a significant change in the Spring as Moodle version 4 was implemented providing an opportunity for changes, for example, changing the themes. The release date is the end of June, 2023.

Members asked if there were other institutions using Moodle 4; how instructors and faculties will be involved in implementation; the role of CTL; about implementation timing given the Spring Summer semester will be started; whether preexisting courses will have a seamless transition; and the formal process to provide feedback. They were encouraged to email eclass@ualberta.ca and ask for feedback to the test space for Moodle 4.0.

D. Library and Museums

Presenter(s): Angie Mandeville, Head, Information Services & User Engagement, Library and Museums

Discussion: A Mandeville provided an update on the move of the Health Sciences Library in ECHA and noted that information and renderings will be made available soon on the University Library website. The name of the library will honour Dr. G H Sperber, Professor Emeritus from Dentistry. She reported on the process to consult on the design of the library, and the supports and services that are being built in, including an Indigenous gathering space and digital tools.

E. General Faculties Council

Presenter(s): Kate Peters, GFC Secretary and Manager, GFC Services

Discussion: K Peters reported on the first meeting of GFC which took place on September 19th and on the orientation activities focused on Indigenous teachings. The next agenda was presented including four notices of motion made by a member of GFC and two items that had been requested by members of GFC.

8. Student Accessibility Assessment Project Report

Presenter(s): Allen Ball; Melissa Padfield, Deputy Provost (Students and Enrolment)

Discussion: A Ball explained the approach to develop the report which included interviews with 80

stakeholders from across the University and a survey that went out to faculty, students and staff. The data collected supports the five recommendations in the report. M Padfield provided a broad outline for next steps and emphasized the importance of CLE in informing the work as it moves forward.

Members asked about offering services through a Central Hub; accessibility assessments and exam requests; streamlining the requests from graduate students; and the role of instructors. The committee suggested that historic thinking was necessary to effectively identify and remove barriers and encouraged the proponents to consider the exemplary practices that are working well and that could be scaled up across the university. Student members suggested data collection targeting the range of student experiences was an avenue for exploring potential solutions in ways that privilege the student voice. Members discussed the equity policy set out in the document and the potential issues with the use of the term fairness; the process for welcoming new students and assessing requests for accommodation; and the need for clarity in the Duty to Accommodate Procedure and the University Calendar.

The Committee was asked for advice on implementation from the perspective of students, administrators and instructors. Committee members recommended addressing the culture within the university to change attitudes towards managing accommodation; changing the narrative around accommodations; and that making these changes will support members of the University community who are looking to do their job well and support students. Members suggested that staff who play multiple roles (student, instructor, staff member) are uniquely positioned to provide feedback; that administrative restructuring has had an impact on services, and that class sizes are an important factor for consideration.

The committee asked that the report be forwarded to GFC for information to support awareness-raising and the culture shift above-noted.

A motion was moved and seconded.

THAT the Student Accessibility Assessment Project Report be forwarded to GFC for information.
CARRIED

9. <u>Student Perspectives of Teaching (SPOT) Survey update (no documents)</u>

Presenter(s): John Nychka, Vice-Provost (Learning Initiatives), Chair CLE

Discussion: Item was deferred.

10. <u>Question Period</u>

Presenter(s): Hollis Lai, Vice-Provost (Learning Initiatives), Chair CLE

Discussion: J Rawlings noted that an external tool, "Approve student accommodations" had been integrated into eClass allowing students to flag their accommodation needs in their profile. Once the accommodation is approved, the instructor can automatically see the needs of their students.

<u>INFORMATION REPORTS</u>

11. <u>Information Items Forwarded to Committee Members Between Meetings</u>
    <u>A. Report of the Equity, Diversity, and Inclusivity Review of Teaching Awards Working Group</u>

<u>CLOSING SESSION</u>

12.   Adjournment
        - Next meeting of CLE: October 26, 2022
        - Next meeting of GFC: October 17, 2022