

Senate Committee on University Teaching and Learning (SCUTL)
Meeting Minutes ~ May 8 2014

Attending: Panos Pappas, Chair Stephanie Chu, Secretary Diana Cukierman, Julian Christians, Elaine Fairey, Nancy Johnston, Bob Muir, Kevin O'Neill, Fiona Shaw, Nienke Van Houten
Absent: Michael Johnson, Stuart Poyntz, Yoko Lu
Guest: Jon Driver
Scribe: Denise Buck

TOPIC	DISCUSSION/DECISIONS	ACTION BY
1. Approval of Agenda	The agenda was adopted.	
2. Approval of Minutes	The April 10, 2014, minutes were approved. Moved: Julian, Second: Kevin	
3. Presentation by Jon Driver, VP Academic	<ul style="list-style-type: none"> Discussion regarding the following documents: <ul style="list-style-type: none"> SCUTL Memo, April 25, 2014 TCEP Best Practices Principles 1.2 TCEP Final Report 1.7 ToR for Evaluation Working Group TCEP Over the next 6 months, Working Group to focus on phase 2 of the implementation plan, completing by October Discussion on guiding principles of student evaluations, what questions provide the best value and how to identify excellent teaching Discussion on TOR of working group. To be continued on Canvas Composition of working group discussed: include 1 IRP (Institutional Research and Planning) member, Chris Groeneboer to be Project Manager, etc, as required to be continued on Canvas <p>Action Items:</p> <ul style="list-style-type: none"> Discuss on Canvas over the next week: criteria, timelines, extended timeframe, refine tasks with an online vote Provide to Jon Driver the name of SCUTL member who will Chair the Working Group Create editable version of Terms of Reference on Canvas Review Terms of Reference over the next week 	<p>ALL</p> <p>PP</p> <p>PP</p> <p>ALL</p>
4. Elect a New Chair	<ul style="list-style-type: none"> Tabled. 	
5. Schedule July Meeting	<ul style="list-style-type: none"> Discussed timing of next meeting and decided on June 5 <p>Action Items:</p> <ul style="list-style-type: none"> Schedule the June 5th meeting 	DB
	The meeting was adjourned at 4:00 pm. The next meeting is Thursday, June 5, 2014, 3:00–4:00 pm, EDB 7512 (TLC Seminar Room).	