

General Faculties Council  
Committee on the Learning Environment  
Approved Minutes

Thursday, May 05, 2011  
3-15, UHALL  
2:00 pm – 4:00 pm

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**ATTENDEES:**

Colleen Skidmore (Co-Chair), Emerson Csorba, Andrea Rawluk, Scott Delinger (Delegate), Heather Kanuka, Ada Schmude (Delegate), Rachel Milner, Katy Campbell, Anne McIntosh, Brock Richardson, Lili Liu, Fern Snart, Bob Luth, Nathalie Kermoal, Frank Nargang, Marlene Lewis (Coordinator and Scribe)

**PRESENTERS AND GUESTS:**

Scott Delinger, IT Strategic Initiatives Officer

Nathalie Kermoal, Faculty of Native Studies and GFC CLE Member Cross-Appointed from the GFC Academic Standards Committee (ASC)

Bob Luth, Professor, Faculty of Science and GFC CLE Member Cross-Appointed from the GFC Academic Planning Committee (APC) and Provost's Fellow, Office of the Provost and Vice-President (Academic)

Frank Nargang, Faculty of Science and GFC CLE Member Cross-Appointed from the GFC Facilities Development Committee (FDC)

Colleen Skidmore, Vice-Provost (Academic) and Chair, GFC CLE

**OPENING SESSION**

1. Approval of the Agenda

Materials before members are contained in the official meeting file.

Motion: Campbell/Liu

THAT the GFC Committee on the Learning Environment (CLE) approve the Agenda.

**CARRIED**

2. Approval of the Regular Session Minutes of April 7, 2011

Materials before members are contained in the official meeting file.

The regular session Minutes of April 7, 2011 were approved, as amended.

Motion: Campbell/Schmude

THAT the GFC Committee on the Learning Environment (CLE) approve the Minutes of April 7, 2011, as amended.

**CARRIED**

3. Comments from the Co-Chair

The Co-Chair commented on a number of items of interest to members, including: thanking outgoing members and welcoming new members to the Committee and, with agreement from members, the cancellation of the June, 2011 meeting. The Co-Chair noted that the following three GFC CLE subcommittees would be working over the summer and would be standing items on future CLE agendas:

- Joint Subcommittee on the GFC Committee on the Learning Environment (CLE)/Teaching, Learning and Technology (TLAT) Council Fostering Pedagogy of Technology Subcommittee
- GFC Committee on the Learning Environment (CLE) Subcommittee on Academic Plan 'Attributes and Competencies'
- GFC Committee on the Learning Environment (CLE) Universal Student Ratings of Instruction (USRI) (Section 111.3 (H) of the GFC Policy Manual) Subcommittee

### **ACTION ITEMS**

4. **Adding Associate Deans and Specific Award Winners to the Terms of Reference of GFC Committee on the Learning Environment**

Materials before members are contained in the official meeting file.

*Presenter:* Colleen Skidmore, Vice-Provost (Academic) and Chair, GFC CLE

*Purpose of the Proposal:* To revise the Terms of Reference (committee composition) of GFC CLE to reduce the requirement for Major Teaching Award Recipients from "at least one" to "one and to add two Associate Deans (Teaching and Learning) or equivalent.

*Discussion:*

The Chair introduced the item by commenting on the following: that, for the past three, years an Associate Dean of Undergraduate Teaching had been an Observer on the Committee; and, in the past two years, there were challenges in filling the Award winner positions on GFC CLE.

During the ensuing discussion, the presenter addressed questions and comments from members including the benefit of adding Associate Deans of Teaching to the composition as this adds diversity to the Committee.

Motion: Campbell/McIntosh

THAT the GFC Committee on the Learning Environment (CLE) recommend to the GFC Executive Committee proposed revisions to the Terms of Reference for GFC CLE as set forth in Attachment 1, to take effect upon final approval.

**CARRIED**

### **DISCUSSION ITEMS**

5. **Draft Assessment and Grading University of Alberta Policies and Procedures (UAPPOL)**

Materials before members are contained in the official meeting file.

*Presenter:* Bob Luth, Professor, Faculty of Science and GFC CLE Member Cross-Appointed from the GFC Academic Planning Committee (APC) and Provost's Fellow, Office of the Provost and Vice-President (Academic)

*Purpose of the Proposal:* For discussion/information.

*Discussion:*

Professor Luth presented the draft Policy suite and acknowledged the work done by his colleagues on the document.

During the ensuing discussion, the presenter addressed questions and comments from members regarding the following matters: with respect to the proposed statement "Instructors will provide early opportunities for students to align their understanding of expectations regarding assignments with those of the instructor," members discussed the importance of clarifying the phrase 'early opportunities' so as to identify when a communication has broken down and if/when consequences would come into play; how the procedures impact the appeal process; the need for data about evaluation variability in courses that have multiple sections and/or courses that have both doctoral and masters students registered; the need for Faculties to review their current grade distribution system as the current distribution in policy is 'suggested guidelines'.

## **STANDING ITEMS**

### 6. GFC Academic Planning Committee (APC) Update

Materials before members are contained in the official meeting file.

*Presenter:* Bob Luth, Professor, Faculty of Science and GFC CLE Member Cross-Appointed from the GFC Academic Planning Committee (APC) and Provost's Fellow, Office of the Provost and Vice-President (Academic)

*Purpose of the Proposal:* For discussion/information.

*Discussion:*

Dr Luth provided a brief report on the meeting of GFC APC held on April 27, 2011 and noted that GFC APC recommended to the Board of Governors the proposal for Faculté Saint-Jean's Business Administration Diploma Program for Collège Saint-Jean.

### 7. GFC Academic Standards Committee (ASC) Update

Materials before members are contained in the official meeting file.

*Presenter:* Nathalie Kermoal, Faculty of Native Studies and GFC CLE Member Cross-Appointed from the GFC Academic Standards Committee (ASC)

*Purpose of the Proposal:* For discussion/information.

*Discussion:*

Dr Kermoal provided a brief report on the meeting of GFC ASC held on April 21, 2011 and noted that GFC ASC recommended to the GFC Academic Planning Committee (APC) the proposal for the Faculty of Business's (new) Doctor of Medicine/Master of Business Administration (MD/MBA) Combined Degrees Program.

### 8. GFC Facilities Development Committee (FDC) Update

Materials before members are contained in the official meeting file.

*Presenter:* Frank Nargang, Faculty of Science and GFC CLE Member Cross-Appointed from the GFC Facilities Development Committee (FDC)

*Purpose of the Proposal:* For discussion/information.

*Discussion:*

Dr Nargang reported that on April 27, 2011, members of GFC FDC toured Edmonton Clinic Health Academy (ECHA) and Centennial Centre for Interdisciplinary Studies (CCIS).

9. Teaching, Learning and Technology (TLAT) Council Update

No update was provided.

10. Question Period

There were no questions.

**INFORMATION ITEMS**

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

There were no items to date.

12. Information Items Forwarded to Committee Members Between Meetings

There were no items to date.

**CLOSING SESSION**

13. Adjournment

The Chair adjourned the meeting at 3:55 pm.