

## **GFC Committee on the Learning Environment (CLE)**

### Approved Motions

The following Motion and attendant Final (and Recommended) Document was approved by the GFC Committee on the Learning Environment (CLE) at the meeting of May 5, 2011:

Agenda Title: Adding Associate Deans or Associate Chairs Reducing the Number of Major Award Winners to the Membership of GFC Committee on the Learning Environment

**Motion:** 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..

Final Recommended Document: [Item 4](#)



**OUTLINE OF ISSUE**

Agenda Title: **Adding Associate Deans or Associate Chairs and Reducing the Number of Major Award Winners to the Membership of GFC Committee on the Learning Environment**

**Motion:** 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.

**Item**

Action Requested	<input type="checkbox"/> Approval <input checked="" type="checkbox"/> Recommendation <input type="checkbox"/> Discussion/Advice <input type="checkbox"/> Information
Proposed by	Colleen Skidmore, Vice-Provost (Academic) and Chair, GFC Committee on the Learning Environment
Presenter	Colleen Skidmore, Vice-Provost (Academic) and Chair, GFC Committee on the Learning Environment, Marlene Lewis, Coordinator, GFC Committee on the Learning Environment
Subject	Revision of the Terms of Reference of GFC Committee on the Learning Environment

**Details**

Responsibility	General Faculties Council
The Purpose of the Proposal is (please be specific)	To revise the Terms of Reference of GFC CLE to reduce the requirement for Major Teaching Award Recipients from “at least one” to “one) and add two Associate Deans or Associate Chairs, Teaching and Learning (or equivalent).
The Impact of the Proposal is	To ensure that the Composition of GFC CLE is (reflective of the teaching and learning environment at the University)
Replaces/Revises (eg, policies, resolutions)	Revises the Terms of Reference of GFC CLE
Timeline/Implementation Date	
Estimated Cost	N/A
Sources of Funding	N/A
Notes	Challenges were encountered in filling positions on CLE this year, with both Major Teaching Award Recipients places left vacant. An Associate Dean (Teaching and Learning) has been regularly attending CLE as an observer. CLE members have discussed, and expressed support for, removing one Major Teaching Award Recipient and adding two Associate Deans or Associate Chairs of Teaching and Learning (or equivalent).

**Alignment/Compliance**

Alignment with Guiding Documents	<i>Dare to Discover Values</i> : to provide an intellectually superior educational environment; integrity, fairness, and principles of ethical conduct built on the foundation of academic freedom, open inquiry, and the pursuit of truth
Compliance with Legislation, Policy and/or Procedure Relevant to the Proposal (please quote legislation and include identifying section numbers)	<ol style="list-style-type: none"> <li><b>Post-Secondary Learning Act (PSLA):</b> The <i>PSLA</i> gives GFC responsibility, subject to the authority of the Board of Governors, over academic affairs (Section 26(1)).</li> <li><b>General Faculties Council Terms of Reference (Section 3./Mandate of the Committee):</b></li> </ol>



	<p><b>Powers Retained by General Faculties Council</b> All powers and responsibilities under Section 26 of the <i>PSLA</i> not expressly delegated now or in the future shall be retained by General Faculties Council. (GFC 02 DEC 1966)</p> <p>The issues which remain with GFC or which would be referred by a Standing Committee to GFC would generally be in the nature of the following: [...]</p> <ul style="list-style-type: none"> <li>alterations to the mandate, terms of reference, composition, or structure of a Standing Committee</li> </ul> <p>3. <b>GFC Executive Committee Terms of Reference (Section 3./Mandate of the Committee):</b></p> <p><b>“5. Agendas of General Faculties Council</b> GFC has delegated to the Executive Committee the authority to decide which items are placed on a GFC Agenda, and the order in which those agenda items appear on each GFC agenda. [...]</p> <p>With respect to recommendations from other bodies and other GFC committees, [...] the role of the Executive Committee shall be to examine and debate the substance of reports or recommendations and to decide if an item is ready to be forwarded to the full governing body. The Executive Committee may decide to refer a proposal back to the originating body, to refer the proposal to another body or individual for study or review, or to take other action in order to ready a proposal for consideration by General Faculties Council. When the GFC Executive Committee forwards a proposal to GFC, it shall make a recommendation that GFC endorse; endorse with suggested amendments; not endorse; or forward the proposal with no comment.”</p> <p>Further, the <b>GFC Executive Committee Terms of Reference (Section 3./Mandate of the Committee)</b> state: <b>“2. Routine Matters - Matters</b> which are routine in carrying out the policies approved by General Faculties Council are delegated to the Executive Committee.”</p>
--	---

**Routing (Include meeting dates)**

Consultative Route (parties who have seen the proposal and in what capacity)	Marlene Lewis, University Governance, February 2011 GFC Committee on the Learning Environment, March 3, 2011 – for recommendation
Approval Route (Governance) (including meeting dates)	GFC Committee on the Learning Environment, May 5, 2011 GFC Executive Committee, June 6, 2011 – for approval
Final Approver	GFC Executive Committee

**Attachments**

- Attachment 1 (pages 1-2) GFC Committee on the Learning Environment (CLE) Terms of Reference

*Prepared by:* Deborah Holloway, Acting Assistant Secretary to GFC, [deborah.holloway@ualberta.ca](mailto:deborah.holloway@ualberta.ca)

## **Proposed Revised GFC Committee on the Learning Environment (CLE) Terms of Reference**

### **1. Authority**

The *Post-Secondary Learning Act (PSLA)*, Section 26(1), gives General Faculties Council (GFC) responsibility, subject to the authority of the Board of Governors, over “academic affairs.” GFC has thus established a Committee on the Learning Environment (CLE), as set out below.

The complete wording of the section(s) of the *PSLA*, as referred to above, and any other related sections, should be checked in any instance where formal jurisdiction or delegation needs to be determined.

### **2. Composition of the Committee**

Note: All members of the Committee on the Learning Environment will be voting members (EXEC 04 DEC 2006)

#### **Ex Officio**

Chair – Provost and Vice-President (Academic) (or Delegate)

Vice-President (Research) (or Delegate)

Vice-President (Academic), Students' Union

President, GSA (or Delegate)

Vice-Provost & Chief Librarian

Vice-Provost and Associate Vice-President of Information Technology (or designate) (EXEC 04 DEC 2006)

Director, Centre for Teaching and Learning

Vice-Provost and University Registrar

#### **Elected by General Faculties Council**

Four staff representatives (Category A1.0)\*, elected by GFC, at least one of whom must sit on GFC

One support staff representative (Category B1.0)\*, elected by GFC

One undergraduate student at-large

One graduate student at-large

#### **Appointed Members**

One Chair, selected by Chairs' Council

One Dean, selected by Deans' Council

**Two Associate Deans or Associate Chairs, Teaching and Learning (or equivalent)**

One staff representative (Category A1.0)\*, cross-representative from the GFC Academic Planning Committee (APC) appointed by the Chair of GFC APC

One staff representative (Category A1.0)\*, cross-representative from the GFC Academic Standards Committee (ASC) appointed by the Chair of GFC ASC (EXEC 04 DEC 2006)

One staff representative (Category A1.0)\*, cross-representative from the GFC Facilities Development Committee (FDC) appointed by the Chair of GFC FDC (EXEC 04 DEC 2006)

**At least one One** staff representative (Category A1.0\*) who holds a major teaching award (internal or external award, i.e. Rutherford, Vargo Chair, 3M, etc.) (EXEC 04 DEC 2006)

### **3. Mandate of the Committee**

The Committee on the Learning Environment is a standing committee of the General Faculties Council that promotes an optimal learning environment in alignment with guiding documents of the University of Alberta. (EXEC 04 DEC 2006)

The Committee on the Learning Environment is responsible for making recommendations concerning policy matters and action matters with respect to the following:

- a) To review and monitor the implementation of the University Academic Plan with regard to teaching and learning.
- b) To review and, as necessary, recommend to the GFC Academic Planning Committee and GFC Executive Committee as relates to the development and implementation of policies on teaching, learning, teaching evaluation, and recognition for teaching that promote the University Academic Plan.
- c) To develop policies that promote ongoing assessment of teaching and learning through all Faculties and units.
- d) To nurture the development of innovative and creative teaching practices.
- e) To encourage the sharing and discussion of evidence about effective teaching and learning.
- f) To promote critical reflection on the impact of broad societal changes in teaching and learning.
- g) To promote projects with relevant internal and external bodies that offer unique teaching and learning opportunities that would benefit the university community.
- h) To consider any matter deemed by the GFC Committee on the Learning Environment to be within the purview of its general responsibility.

Notwithstanding anything to the contrary in the terms of reference above, the General Faculties Council has delegated to the Committee on the Learning Environment the following powers and authority:

To recommend to the GFC Academic Planning Committee and to the GFC Executive Committee broad policy directions for excellence in teaching and learning. (EXEC 04 DEC 2006)

#### **4. Committee Procedures**

See General Terms of Reference.

#### **5. Additional Reporting Requirements**

None.