



Minutes

31st meeting of the Subcommittee on Teaching and Learning (STL)

of the Academic Policy Committee

Tuesday, 26 October 2010, 10:00 am – 12:00 pm

McLennan Library Building, room MS-74

Present: André Costopoulos, James Doyle, Melissa Duffy, Jane Everett, Ian Henderson, Svetlana Komarova, Danielle Levasseur, Jana Luker, Morton Mendelson (Chair), Meyer Nahon, Doreen Starke-Meyerring, Nancy St-Pierre (secretary), Carole Urbain, Cynthia Weston

Regrets: Nicole Allard, Adolfo De Motta, Murray Humphries, Alfred Jaeger, Maggie Kilgour, Tina Piper, Yvonne Steinert

Guests: Marcy Slapcoff, Education Developer, Teaching and Learning Services
Gina Franco, Graduate Assistant, Teaching and Learning Services

1. Adoption of the agenda

Item 4, undergraduate outcomes, was moved to the first item of business to accommodate our guests. The agenda was approved as amended.

2. Approval of the minutes of 14 September 2010

The minutes were approved as circulated.

3. Business arising:

3.1 Feedback on classrooms: A revised survey had been distributed to the members and several additional comments were noted at the meeting.

Action item: The Chair and C. Weston will discuss the most appropriate method to conduct the survey. The Subcommittee will be kept up-to-date on the implementation and results.

3.2 Electronic communications with course instructors: The Chair noted that this document was distributed for information only; it is an example of what one Faculty (Engineering in this case) sends to their instructors at the beginning of each term. It does however, reinforce the notion of creating a webpage that contains all the needed information. TLS will be undertaking this project.

4. Undergraduate outcomes

Guests: Marcy Slapcoff, Educational Developer, Teaching and Learning Services
Gina Franco, Graduate Assistant, Teaching and Learning Services

C. Weston presented an update on the undergraduate outcomes that were last discussed by STL at its meeting of 9 March 2010. At that time, the Undergraduate Outcomes Working Group was asked to respond to four questions:

- 1) What would be the purpose and benefits of adopting these attributes?
- 2) How have they been implemented and evaluated at our comparator universities?
- 3) How would they relate to accreditation standards?
- 4) What has been their impact?

Discussion ensued with the following issues being raised:

- A return to cyclical academic unit reviews is planned. As program reviews will no longer be undertaken independently, this process will provide an opportunity to implement and evaluate the outcomes at the program level.
- Communication of purpose and intent will be crucial at the department level. We want to ensure that support has been garnered at all levels of implementation.
- Departments or Faculties with stated undergraduate outcomes should assist those without in the development and implementation. It would be important that students be able to demonstrate these outcomes at graduation.
- University-level outcomes could be broader in scope, with program-specific outcomes being linked back to the University-level.
- Accreditation agencies are looking for departments to have these outcomes.

Action item: The Chair and C. Weston are to schedule presentations of potential outcomes to the Provost at APG (Academic Program Group) and then to the Deans.

Action item: The undergraduate outcomes definition guide will be distributed to STL members.

5. Inclusive language guidelines

J. Luker reviewed the rationale for the guidelines and invited members to provide comments. She added that the guidelines were approved by the Joint-Senate Board on Equity in 2009, but have not been brought forward to Senate.

Action item: An update on the approval process will be provided at the next meeting

6. Unit updates

6.1 Library: C. Urbain notified members that, working in close collaboration with the McGill Bookstore, the Library has ensured that 80% of course pack material is now available in e-format. She asked members to circulate this information and to encourage their colleague to contact their Liaison Librarians.

6.2 Student Life and Learning: As per APC's request, the revised draft Student Assessment Policy will be circulated to STL for feedback. An extract of the 21 October 2010 APC minutes will be circulated for reference. Members were invited to send their comments to the Secretary at the earliest opportunity.

7. Other business

There being no further business, the meeting was adjourned.