



MINUTES

Subcommittee on Teaching and Learning

Monday, September 25, 2017 (2:00pm – 3:30pm)

McLennan Library Building, room MS-74

Present: Peter Barry, Robin Beech, Chris Buddle, Adam Finkelstein, Jessica Head, Svetlana Komarova, Lucy Lach, Haoran Liao, Bronwen Low, John Mac Master, Sujata Madan, Laurent Mydlarski, Jean-Paul Remillieux, Nancy St-Pierre (Secretary), Carole Urbain, Laura Winer (Chair)

Regrets: Angela Campbell, Annette Majnemer, Vrinda Narain, Muhammad Wali

Guests: Justin Fletcher, Learning Technology Consultant, Teaching and Learning Services

1. Administrative

- *Welcome:* The Chair welcomed members to the first meeting of the academic year and invited everyone to introduce themselves
- *Adoption of the agenda:* As Dr. Majnemer was ill, the presentation scheduled in item 3 will be carried forward to the next meeting (November 14, 2017)
- *Membership for 2017-2018:* The membership was distributed for information purposes.
- *Approval of the minutes, April 4, 2017:* The minutes were approved as circulated.
- *Business arising:* No business arising was identified.

The administrative portion of the agenda was adopted as circulated.

2. Action

- a. *STL Annual Report of Activities 2016-2017:* Members of STL approved the Annual Report and recommended that it be forwarded to APC for approval at an upcoming meeting.

3. Discussion

- a. *Update on the Course Outline Repository:* Members were reminded that they were introduced to the Course Outline Repository at the April 2017 meeting. Justin Fletcher returned to provide follow-up on the discussion.

After some consideration, it was realized that the *myCourses* platform was not the most appropriate tool for the repository, and a business needs case was submitted to IT Services for a new platform. It is anticipated that this new platform will integrate with the eCalendar. The platform being considered would affect two aspects of the repository:

- While instructors were expected to upload their outlines using *myCourses*, the new tool would have departmental administrators uploading the outlines by batch.
- A naming convention will need to be established to facilitate searches.

It was noted that the new tool would continue to restrict access to the course outlines to McGill verified users only. While instructors and the University are considered to share the intellectual property, not all instructors want their outlines available to the outside world.

Members were invited to contact Justin Fletcher directly should they have other questions.

- b. *Update on Graduate Online Education:* Laura Winer provided an update on the Graduate Education initiative. The following are highlights:
- Members were reminded that discussion of online graduate education first started in 2015. A Notice of Interest (NOI) was issued and three American vendors submitted proposals. At the recommendation of an advisory committee, a contract was signed with Everspring in 2016. A full-time Program Manager was hired to lead the initiative in October 2016.
 - Due to conflicting goals, the contract with Everspring was cancelled. In June 2017, TLS received the go-ahead from the Provost to move ahead with the initiative using in-house resources whenever possible.
 - The Program Manager has been working to develop the program infrastructure (Banner, uApply), as well as liaising with various student support services that might be required (Library, IT service desk support, Campus Life & Engagement (orientation), CAPS, Counselling, OSD, and the McGill Writing Centre).
 - Several programs are in the planning and/or discussion stages:
 - Educational Leadership, Graduate Certificate (aim is to offer 3 stackable certificates for a Professional Masters)
 - LL.M. IASL: Masters in International Air and Space Law
 - Masters Occupational Health; Rehabilitation Science; Global Health; and Nursing
 - An analysis is underway to identify non-thesis graduate programs and certificates best suited for online learning
 - The following domains have been secured: online.mcgill.ca & www.online.mcgill.ca
 - It was confirmed that online students will be considered full McGill students with the same privileges and rights as on-campus students. They will need to satisfy admission criteria for their programs.
 - Target enrolment for the Educational Leadership program is 18 students with an anticipated launch of May 2018.
 - Fees will vary on the program; however, currently the projected average is \$1000/credit.

Members were encourage to contact Maggie Lattuca for more information.

- c. *Faculty of Medicine Strategic's Strategic Education Plan:* As noted above, due to Dr. Majnemer's absence, this item will be carried-forward to the November 14th meeting.

The Chair then invited members to suggest topics for discussion:

- Pete Barry suggested artificial intelligence and automation – are we adequately preparing our students for how AI may interface with the workplace; how can we best prepare our students for the future?
- Bronwen Low suggested class sizes – what are the ramifications of increasing enrolment to class size and quality of instruction as well as the ever-present infrastructure issues?
- Svetlana Komarova suggested undergraduate research – how can we best support and recognize undergraduate students in research?
- Chris Buddle suggested that reasonable accommodations be discussed.

There being no further business, the meeting was adjourned at 3:00pm.