SFU OFFICE OF THE
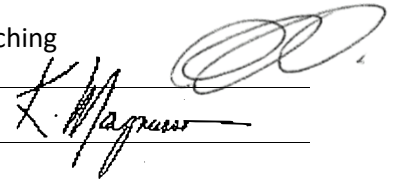VICE-PROVOST, LEARNING & TEACHING

MEMORANDUM

ATTENTION: Senate	
FROM: Kris Magnusson, Associate Vice-President, Learning and Teaching and Paul Kingsbury, Special Advisor to the Associate Vice-President, Learning and Teaching	
RE: SCUTL Annual Report	
DATE: August 19, 2024	

Please find attached the 2023-2024 Annual report for the Senate Committee for University Teaching and Learning for the information of Senate.

OFFICE OF THE
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ATTENTION: Senate
FROM: Kris Magnusson, Associate Vice-President, Learning and Teaching and Paul Kingsbury, Special Advisor to the Associate Vice-President, Learning and Teaching
RE: SCUTL Annual Report
DATE: August 19, 2024

We are pleased to submit to Senate the 2023-2024 annual report of the Senate Committee on University Teaching and Learning (SCUTL).

SCUTL is charged by Senate Committee with the following terms of reference:

Purpose

1. To provide institutional oversight on matters related to teaching and learning. These include but are not limited to educational goals, curriculum development and assessment, teaching and course evaluation processes, instructional development needs, and evolving teaching practices.

2. To provide advice, guidance, and support to relevant University bodies and stakeholders on matters related to teaching and learning.

3. To consider the teaching and learning needs of all campuses and diverse academic disciplines in our work.

4. To consider such matters, related to teaching and learning, referred to the Committee by Senate and its committees.

Operation

1. The Committee quorum shall be nine members.

2. The Committee may establish sub-committees to gather information, develop expertise, conduct pilot projects or perform other tasks as assigned.

3. Committee meetings shall be open.

4. In general, an "alternate" member may attend meetings when a regular member is not available with prior notice to the Chair.

5. Committee meetings will be held monthly at times established before the beginning of each semester.

6. The Committee shall report to Senate in May of each year.

7. The Committee shall regularly solicit and review teaching and learning related surveys such as the annual SFU Undergraduate Survey, as well as reports of various units including but not limited to the Centre for Educational Excellence and the Student Learning Commons (SLC).

8. The Committee shall regularly communicate with other relevant committees. At the present time (Fall 2021) these committees include the Senate Committee on Undergraduate Studies, the Education Systems Stewardship Committee, the Learning Spaces Design Committee, and the Academic Integrity Committee.

This report is inclusive of the period April 19, 2023 to April 10, 2024 during which SCUTL held 10 meetings.

Activities

Highlights:

- Provided feedback on Blended Learning Assessment Report
- Reviewed B.C.'s Post-Secondary Digital Learning Strategy
- Provided feedback on Online and Blended Course Quality Standards Report
- Provided feedback on Open Educational Resources Advisory Committee Action Plan
- Provided feedback on 2023 Educational Experience Consultation Survey and Report of Findings
- Provided feedback on mid-cycle Education Goal Assessments (part of the external review process) from Faculty of Health Sciences (Assisted by A. Campbell, Program Assessment Specialist, LEAP)
- Drafted a Generative Artificial Intelligence (Gen AI) Policy Motion (passed by Senate in June of 2024). See Appendix A for Gen AI working group membership details.
- Provided feedback on improved mid-cycle Education Goal Assessments process by reducing workload and clarifying required input from SCUTL members, as well as academic units

Guests/consultations:

Brian Stewart (Chief Information Officer, IT Services)
Jill Sutherland (Director, University Curriculum and Institutional Liaison)
Kiran Bisra (Director, Learning Experiences Assessment and Planning)

Melek Ortabasi, Jennifer Chutter (FASS Forward)
Paul Kingsbury (Special Advisor to the AVPLT)
Tom Nault (Registrar)

SCUTL members during 2023-2024 were:

Chairs:
E. Elle, Vice-Provost and Associate Vice-President, Learning & Teaching (April 2023 to June 2023); K. Magnusson, Interim Vice-Provost and Associate Vice-President, Learning & Teaching (October 2023 to March 2024)

Delegate Chair (on behalf of Kris Magnusson):
P. Kingsbury, Special Advisor to the Associate Vice-President, Learning & Teaching (April 2024)

Faculty representatives:
> Applied Sciences, D. Cukierman
> Arts and Social Sciences, A. Watson (April 2023 to June 2023), M. Santamaria (October 2023 to January 2024), D. Heide (February 2024 to April 2024)
> Beedie School of Business, K. Burke
> Communication, Art and Technology, S. Clements-Vivian
> Education, S. Smythe
> Environment, S. Harrison
> Health Sciences, Vacant April 2023 to June 2023, R. Tucker (October 2023 to April 2024)
> Science, S. Johnson

Faculty Senator:
J. Stockie

Undergraduate Students:
A. Fung (October 2023 to April 2024), A. Lam (Alternate, April 2023 to May 2023) A. Parmar (April 2023 to June 2023), J. Nagy (April 2023 to May 2023), M. Dilip (December 2023 to April 2024), M. Abu-Samhan (Alternate, March 2024 to April 2024)

Graduate Students: S. Orlu (April 2023 to May 2023), Q. Vuong (October 2023 to April 2024), P. Rajabi (Alternate)

Ex-officio members
> Centre for Educational Excellence: N. Dimitrov (April 2023 to November 2023), Vacant December 2023 to March 2024, K. Jayasundera (April 2024)
> Lifelong Learning: J. Denholm
> Library: E. Magnus
> Student Affairs: T. Mason-Innes
> Transforming Inquiry into Learning and Teaching: S. Fabian

IT Services: M. Stanger (April 2023 to November 2023), E. Holbrook (December 2023 to April 2024)
Recording Secretary: C. Brown, E. Foong

Appendix A: Membership, Gen AI Working Group

- Parsa Rajabi (Lead and Graduate Student Alternate)
- Kathleen Burke (Beedie)
- Suzanne Smythe (Education)
- Sarah Johnson (Science)
- Moksha Dilip (Undergraduate Student)
- Eryn Holbrook (IT Services)