



Brock University Senate

MINUTES OF MEETING #7 (2009-10)

SENATE TEACHING AND LEARNING POLICY COMMITTEE

TUESDAY, MAY 11, 2010, 12:00 PM

13TH FLOOR BOARD ROOM, SCHMON TOWER

PRESENT: Professor Paul Zelisko (Chair), Professor Frances Owen (Vice-Chair), Professor James Allard, Dr. Greg Finn, Professor Nancy Francis, Ms. Jill Grose, Ms. Margaret Grove, Professor Barry Joe, Ms. Ellen Robb, Dean Marilyn Rose, Professor John Sivell, Dr. Philip Wright, Ms. Margaret Thompson (Administrative Support)

ALSO

PRESENT: Ms. Pat Cane, Ms. Barb Davis, Ms. Margaret Sanderson

REGRETS: Dean John Corlett, Professor Julian Kitchen, Professor Diane Mack, Professor Roberto Nickel, Ms. Carly White

Professor Zelisko welcomed members and guests and called the meeting to order.

1. Approval of Minutes

[The minutes of the previous meeting held on April 12, 2010 had been distributed with the meeting materials.]

MOVED (Francis/Allard)

THAT the minutes of Meeting #6 (2009-10) held on April 12, 2010 be approved.

CARRIED

2. Business Arising from the Minutes

Professor Zelisko noted that as discussed at the previous meeting, a document regarding Course Outlines which had been prepared by Professor Rick Cheel, was distributed to members for information with today's meeting materials. He encouraged members to share the information with their colleagues.

In response to a question from Professor Francis, several members confirmed that it was not a policy of the University to disallow instructors from providing a hard copy of the course outline to their students.

3. Report of the Chair - None

4. Classroom Accommodations for Students with Disabilities

Professor Zelisko noted that an issue regarding a classroom accommodation for a hearing impaired student had been raised during a meeting of Senate. The Teaching and Learning Policy Committee had been requested to further consider the process of accommodating students with disabilities.

Ms. Cane provided an overview of the current process of assigning classroom space, the proactive actions taken to accommodate students who have self-identified, and the challenges presented due to late disclosure and the request for accommodation after classes begin. In addition, with respect to the needs of students who are hearing impaired, there is a lack of classrooms of various sizes equipped to accommodate hearing impaired students, and there is a need to balance the student's needs with the faculty member's request for accommodations.

The importance of ensuring that new students properly self identify their disability was stressed. It was pointed out that many students may disclose late as they are not aware of their needs until they are physically in the assigned classroom.

Ms. Sanderson stressed that there is a broader need to accommodate visitors and employees as well as students to meet purposes of legislation. During the recent Accessibility Audit regarding physical space needs, it was identified that the University was lacking with respect to equipment and rooms to accommodate the hearing impaired. Ms. Sanderson noted that further analysis was needed to identify gaps and obtain the technical assistance required to determine the best methods for the University to meet the needs of the hearing impaired. She agreed to further consult with Dr. Wright and Ms. Cane to develop a report regarding future requirements for presentation to the 2010-11 Teaching and Learning Policy Committee and the Information Technology and Infrastructure Committee.

5. Revised Draft Preamble to OCAV's Guidelines for University Undergraduate Degree Level Expectations

[A revised draft preamble to OCAV's Guidelines for University Undergraduate Degree Level Expectations dated May 11, 2010 had been posted with the meeting materials.]

Professor Zelisko presented the revised draft preamble for the consideration of the Committee. He expressed thanks to Dean Rose for her assistance in developing the revised draft.

MOVED (Owen/Finn)

THAT the Teaching and Learning Policy Committee recommend to Senate that the preamble to the Ontario Council of Academic Vice-Presidents Guidelines for University Undergraduate Degree Level Expectations be approved as proposed.

During discussion, editorial amendments were noted. Professor Zelisko agreed to amend the preamble accordingly.

CARRIED as amended

While it was the intention to present the adoption of the Undergraduate and Graduate Degree Level Expectations to Senate at the same meeting, it was noted that the Graduate Studies Committee would not be considering the item until its next meeting on May 17.

The proposed preamble, together with the Committee's recommendation to adopt the UDLEs as stated by OCAV (approved during the Teaching and Learning Policy Committee meeting held February 8, 2010) would be forwarded to Senate for consideration at its next meeting on May 26, 2010.

6. Draft Accommodations for Students Who Miss Academic Work

[A revised "*Best Practices for Accommodating Students Who Require Accommodation with Academic Work or Deadlines: A Guide for Instructors and Students*" was circulated to members during the meeting.]

Professor Zelisko referred members to the revised document and highlighted the changes that had been made following discussion at the previous Committee meeting.

MOVED (Finn/Rose)

THAT the Teaching and Learning Policy Committee recommend that Senate accept the *Best Practices for Accommodating Students Who Require Accommodation with Academic Work or Deadlines: A Guide for Instructors and Students* as proposed.

During discussion, proposed changes were recorded by Professor Zelisko. The document would be updated accordingly prior to presentation to Senate. It was noted that pending approval by Senate, the document would be forwarded to Associate Deans for distribution and would be posted on the CTLET website.

CARRIED as amended

7. Standing Reports

7.1 Information Technology Services

Dr. Wright related that there was a serious shortage of computer teaching labs for September. Solutions are being examined and a process to identify information technology needs to Senate is being developed.

7.2 Centre for Teaching, Learning and Educational Technologies

Ms. Grose provided an oral update on activities. Dr. Finn related that the job description for the position of Director of the CTLET was now posted on line.

7.2 Library

Ms. Grove alerted members to Access Copyrights' proposed \$45 per university student tariff following the expiration of its existing license at the end of August. The Association of

Universities and Colleges of Canada is protesting the tariff. Additional information would be provided in the future.

8. Other Business - None

9. Adjournment

Recognizing that this was the last Committee meeting of 2009-2010, Professor Zelisko extended his thanks to members and Ms. Thompson for their effort, support and dedication.

The meeting adjourned at 12:55 p.m.