



*(Circulated prior to approval)*

**Brock University Senate**

MINUTES OF MEETING #6 (2010-11)

**SENATE TEACHING AND LEARNING POLICY COMMITTEE**

THURSDAY, FEBRUARY 17, 2011, 12:00 NOON

13<sup>TH</sup> FLOOR BOARD ROOM, SCHMON TOWER

PRESENT: Professor Paul Zelisko (Chair), Professor Frances Owen (Vice-Chair), Professor Mary Breunig, Professor Joe Engemann, Dr. Greg Finn, Professor Calvin Hayes, Professor Barry Joe, Professor Diane Mack, Professor James Mandigo, Dean Marilyn Rose, Dr. Philip Wright, Ms. Margaret Thompson (Administrative Support)

ALSO

PRESENT: Ms. Jill Grose, Ms. Margaret Sanderson

REGRETS: Ms. Tabasum Akseer, Professor James Allard, Dean Fiona Blaikie, Mr. Daud Grewal, Ms. Margaret Grove, Professor Roberto Nickel, Professor Julie Stevens

Professor Zelisko welcomed members and called the meeting to order.

**1. Approval of Previous Minutes**

[The minutes of Meeting #5 held on January 25, 2011 had been distributed with the meeting materials.]

**MOVED** (Mack/Breunig)

**THAT the minutes of Meeting #5 (2010-11) held on January 25, 2011 be approved.**

**CARRIED**

**2. Business Arising from the Minutes**

The Chair was pleased to note that most Faculty Deans had been, or would soon be, presented with the letter developed following the discussion held at the previous meeting to encourage the expedited development of Faculty-based degree level expectations. He thanked those Committee members who had agreed to present the correspondence to their respective Dean.

**3. Report of the Chair - None**

#### **4. Hiring of Teaching Assistants for Pedagogical Reasons**

In follow-up to the information provided to the Committee at the previous meeting from Mr. Duff of the Human Resources Department regarding the process of hiring teaching assistants and the provisions with the Collective Agreement, Professor Zelisko questioned how the Committee would like to proceed with the matter.

The Committee engaged in a comprehensive discussion with respect to next steps, during which it was identified that there was a need for TA postings to include clear language regarding the specific qualifications needed to meet the pedagogical requirements of a course.

It was agreed that Mr. James Duff from Human Resources be invited back to a meeting after negotiations currently underway had been settled to provide information on how the University can provide education to those responsible for preparing TA job postings and the process by which faculty members can provide input.

#### **5. Standing Reports**

##### ***5.1 Centre for Teaching, Learning and Educational Technologies***

Professor Joe provided an overview of the numerous workshops being offered through the Centre for Teaching, Learning and Education Technologies which can be viewed at: <http://www.brocku.ca/ctlet/workshops>.

Ms. Grose noted that much information and resources related to the Ontario Council of Academic Vice Presidents' University Undergraduate and Graduate University Degree Level Expectations is available on Brock's CTLET website at: <http://www.brocku.ca/ctlet/publications/degree-level-expectations> and on McMaster University's website at: <http://cfl.mcmaster.ca/COU/>. She was pleased to note that included on the McMaster website was a link to an UDLE Curriculum Mapping video by Ms. Guilia Forsythe, Special Projects Facilitator in Brock's Centre for Teaching, Learning and Education Technologies.

In response to a question, Dr. Finn anticipated that the Committee would present the Faculty-level DLE's to Senate at the last meeting of Senate in May.

##### ***5.2 Information Technology Services***

Dr. Wright provided an oral update on activities within Information Technology Services (ITS). Of note, beginning this fiscal year, ITS will be undertaking the first-ever renewal program for classroom technology. ITS will be spending over \$100k per year on an ongoing basis to "evergreen" classroom technology. Next year's ITS classroom renewal budget will be in the range of \$200,000 (the exact amount to be determined by the end of this fiscal year), for a total of over \$300,000 to be spent over the next 15 months. This renewal program represents a significant commitment on the part of ITS and the University's administration to ensure that instructors and students have excellent technology in the classroom.

With respect to Schedule 8's regarding requests for IT projects, Dr. Wright noted that it was imperative that Senate provide input on the decisions being made regarding the IT requirements on campus. Dr. Wright suggested, and it was concurred, that a preliminary list of the Schedule 8's be presented to the Teaching and Learning Policy Committee as well as the Information Technology and Infrastructure Committee, for review and advice.

**6. Other Business - None**

**7. Adjournment**

The meeting adjourned at 12:55 p.m.