

Brock University Senate

MINUTES OF MEETING #4 (2011-12)

SENATE TEACHING AND LEARNING POLICY COMMITTEE

THURSDAY, DECEMBER 15, 2011, 11:00 AM

13TH FLOOR BOARD ROOM, SCHMON TOWER

PRESENT: Professor Roberto Nickel (Chair), Professor Calvin Hayes, Professor Barry Joe,

Professor Sarah Matheson, Professor Bozidar Mitrovic, Professor Susan Sydor,

Dr. Philip Wright, Ms. Margaret Thompson (Administrative Support)

ALSO

PRESENT: Dr. Jill Grose, Professor Dan Malleck, Professor Richard Welland

REGRETS: Dean Fiona Blaikie, Professor Charles Conteh, Ms. Chris Gigler, Ms. Margaret Grove,

Dr. Greg Finn, Dr. Murray Knuttila, Professor Kelly Lockwood, Dean Michael Plyley,

Mr. Chris Ventura

Professor Nickel welcomed members and called the meeting to order. As there was a lack of quorum, any decisions made by the Committee would need to be ratified at a later full-quorum meeting.

1. Approval of Minutes

[The minutes of Meeting #3 (2011-12) held on November 17, 2011 had been circulated with the meeting materials.]

Consideration of the approval of the minutes was deferred to the next meeting due to a lack of quorum.

2. Business Arising from the Minutes - None

3. Report of the Chair

Professor Nickel noted that he had been contacted by Professor Mary-Beth Raddon, Department of Sociology, to share the following matter with the Committee. Professor Raddon and two other instructors, are being grieved by CUPE regarding an issue of using peer evaluation in their course for an assignment. The Committee concurred that the union has no ground for the grievance, especially in light of the fact that the policy within FHB III: 10.1.1 states that the evaluation of a student's performance in a course will be determined by employing such indices as peer evaluation. Professor Raddon has contacted the BUFA President for advice on the matter.

On a separate matter, Dr. Sydor noted that it would be beneficial for the Committee to assist the Senate Budget Advisory Committee in defining the University's "academic policy" as the BAC advises on the budget's consistency with academic policy. The matter would be placed on a future agenda.

4. English Literacy Testing for Incoming Students – Review of Memorandum and Next Steps

[A memorandum from Professor Richard Welland had been posted with the meeting materials.]

Professor Nickel welcomed and introduced Professor Rick Welland. Professor Welland referred members to his memorandum in which he recommends the following:

"That Brock University institute a standardized, norm-referenced (if one exists) English language literacy test – containing both reading comprehension and written expression components – to all incoming Year 1 students (whose native language is English) below a certain Ontario Grade 12 English grade criterion (e.g., 85%). Students who fail that test would be required to obtain a certain grade on at least one remedial English course (i.e., a practical rather than theoretical, WRIT-type of course)."

During discussion, Professor Welland expanded on the rationale for the proposal and responded to questions from members with respect to the implementation of such a literacy test.

It was noted that Brock's Student Development Centre does offer assistance to students to improve their skills through the Academic-Zone Learning Services and Essay Zone™. It was suggested that Jill Brindle from the Student Development Centre be invited to the next meeting to provide additional information to the Committee. In addition, the Committee may want to further explore the potential to develop a context course to assist with writing skills.

5. CTLET Proposal

[A Report *Pedagogical Innovation: From CTLET to CPI*, together with a chart *Proposal for Centre for Pedagogical Innovation 2011*, had been distributed with the meeting materials.]

Professor Joe referred members to the Report which contained detailed information regarding the amendment of the name of the Centre for Teaching Learning and Educational Technologies to the Centre for Pedagogical Innovation. The change in name will reflect more accurately the Centre's expanded mandate as outlined in the Report and will raise the profile of the increasingly complex role the Centre plays in all areas of teaching and learning at Brock University.

The Chair noted that the Report would be forwarded to Senate for information.

6. Standing Reports

6.1 Centre for Teaching, Learning and Educational Technologies

Professor Joe was pleased to report that Ms. Chabriol Colebatch was recently appointed to the position of Copyright Coordinator/Legal Advisor and will report jointly to the Director of the Centre and to the University Librarian. She will join the University for a one-year period effective January 23, 2012.

Professor Joe further noted that planning is underway for a special campus event, which is being held across Ontario university campuses, on January 27, 2012. Further details would be provided to the Committee in the near future.

6.2 Library - None

6.3 Information Technology Services

Dr. Wright circulated his written Report to members. He provided an overview of the information contained in the Report with respect to an update on the IT Project Prioritization and Strategic Planning, ITS Priorities 2012-13, and Privacy. A copy of the Report would be appended to the minutes of the meeting.

With respect to the planning for 2012-13, a call for new Schedule 8 submission would be distributed to all budget heads in January. Dr. Wright has suggested that the call be extended to the Chairs of the Teaching and Learning Policy Committee and the Information Technology and Infrastructure Committee, Professor Dan Malleck, who was present at today's meeting, in order to facilitate capturing input from Senate on its priorities and requests for IT services. Professor Nickel noted that Professor Malleck had extended an invitation for him to attend an upcoming meeting of the Information Technology and Infrastructure Committee when the matter would be discussed.

In response to a question, Dr. Wright provided information regarding the ITS budget and the recent improvements in controls and efficiencies as a result of the implementation of a new accounting model. Dr. Wright further noted that he would be pleased to provide a presentation regarding the University's information technology evergreening projects.

7. Other Business - None

8. Adjournment

The meeting adjourned at 12:05 p.m.

ADDENDUM TO THE MINUTES

BROCK UNIVERSITY Senate Teaching & Learning Policy Committee

Information Item

TOPIC: Information Technology Services Update

December 15, 2011

Dr. Philip Wright, Associate Vice President, Information Technology

IT Project Prioritization and Strategic Planning - Update

In October, I reported on the membership and role of the recently formed IT Steering Committee. In my information item, I noted that the job can be summarized as asking the following key questions:

- 1. Strategic question: Are we doing the right things?
- 2. Architecture question: Are we doing them the right way?
- 3. Delivery question: Are we getting them done well?
- 4. Value question: Are we getting the (expected) benefits?

In anticipation of the new round of Schedule 8 requests that will begin in January, 2012, we have expanded the IT Steering Committee membership to enable better input on, and understanding of, IT initiatives and priorities. The committee membership now includes:

- VP Academic and Provost
- Vice Provost and Associate VP Academic
- AVP IT
- Chair, Senate Information Technology and Infrastructure
- Director, CTLET
- Deans' representative
- AVP Finance
- AVP Facilities
- AVP HR
- AVP Student Services

The terms of reference for this committee are as follows:

• Reviewing and affirming the project prioritization recommendations of ITS to ensure the alignment of IT systems and services with the overall mission of the University.

- Reviewing and evaluating proposals that come forward with requests for special prioritization.
- Reviewing and understanding the financial context for IT, and making recommendations for project funding levels to the Budget Review Committee in an effort to optimize investments in technology.
- Receiving updates on the progress of projects, and monitoring and advising on issues.
- Working with the AVP Information Technology to communicate the status of IT initiatives to the University community.

ITS Priorities 2012-11

In October's report, I brought forward ITS's priority projects for 2011-12. In January, we will begin our planning for 2012-13 by putting out a call for new Schedule 8 submissions to all budget heads. I would respectfully suggest that the call be extended to the Chairs of this committee and IT&I in order to facilitate capturing input from Senate on its priorities and requests for IT services.

Privacy

As an addendum to our ongoing discussions regarding FIPPA requirements for teaching and learning, I would like to inform the Committee about a guideline document that has been created in Research Services covering research projects involving the Internet. Although this is aimed at research issues, it may be useful for T&LP to receive a presentation on the guidelines, which were developed for the Social Science Research Ethics Board. If the Committee is interested, Lori Walker, Manager, Research Ethics, has indicated she would be glad to present and discuss the document. The Chair of the Social Science REB is Dr. Jan Frijters.

Since privacy requirements and their implications for teaching, learning, and research are an important and large issue, it may be useful for this Committee to strike a task force to review the issues and make recommendations. A task force would provide an opportunity to solicit feedback and membership from a broad base of faculty and administrators that would go beyond the membership of this Committee alone and could therefore support better, more informed and comprehensive policies.