

DRAFT MINUTES

Chair: Judy Larsen

Present:	*Colleen Gingerich	*Claire Hay	*Dave Harper
	*Molly Ungar	*Maple Melder Crozier	*Rod McLeod
	*Eddie Campbell	*Anna Wauthy	Shirley Hardman
	Kyle Baillie	Navneet Sidhu	Gordon Jang
	Maureen Wideman	Lucy Lee	Lesley Jessiman

\*indicates voting member

Regrets: Daniel Smythe, Sandra Smith, Colleen Bell, Samarjit Dhillon

1. ADOPTION OF AGENDA C. Bell / E. Campbell  
 -Add Navneet Sidhu's survey findings to #4 **Approved as amended**

2. APPROVAL OF MINUTES – Sept 2015 C. Gingerich / E. Campbell  
 -Add *Associate* to David Harper's title in #3 **Approved as amended**  
 -Delete the second pg. reference in #7  
 -Add David Harper to eLearning Committee in #6

3. MITIGATING STUDENT OBSTACLES TO LEARNING – Kyle Baillie  
 Kyle reported that September is a busy time and lots of students are seeking assistance in Student Services. This is normal and fits the pattern of the last 5 – 10 years of semester start-up where more and more students are accessing help and reaching out earlier in the semester.

Kyle highlighted the following services for students:

- Student Services Guide <http://issuu.com/goufv/docs/ufv-student-guide>
- Peer Resource Centre – A new service funded by Coast Capital Savings that will be run by students who will give first level support for resources
- Priority Access to Student Support (PASS) – <http://www.ufv.ca/student-services/pass/>. This service enables instructors to identify students who are having issues academically because of situations going on in their lives and referring the ones to Student Services for support.
- Behavioural Intervention Team (BIT) – When not sure what to do after submitting a couple PASSes, email Kyle [kyle.baillie@ufv.ca](mailto:kyle.baillie@ufv.ca) and he will pick up with the student.

Conversation ensued around what faculty are seeing as challenges or gaps that Student Services can be filling. Kyle will follow up at the next meeting with more information on the work being done out of Jody Gordon's office on student retention/transition. Kyle finished up by encouraging all TLAC reps to not underestimate their "gut instincts" when observing students. He thanked everyone for caring.

#### 4. PD DAY / TEACHING & LEARNING DAY DISCUSSION

*Date:* May 4, 2016

*Subcommittee:* Claire Hay (Chair), Colleen Bell, Judy Larsen, Julia Dodge, Laura Larson, Mark Pearson (tbc) and Ruby Ord

Navneet Sidhu shared some results of an informal survey she did with her SLG students. (see handout pg. 5)

Maureen Wideman reported that UFV is participating in the National Survey of Student Engagement (NSSE) and the Faculty Survey of Student Engagement (FSSE). Two separate survey's are done and then they are aligned to see how they match up. This will be ready in Spring 2016.

##### Potential title

- Beyond Learning Outcomes
- Transformative Learning: beyond curriculum & content
- Transforming Lives

##### Potential themes

- Have students involved in various ways
- Showcase department goals
- Mental wellness workshop
- Panel discussions with students
- Have some incentive

The committee discussed the importance of this PD event having the backing from the Deans and Provost. If the administrators are authorizing attendance then more people from all departments will be involved.

**Action Item:** Judy will ask Eric Davis and the Deans to help facilitate attendance.

#### 5. TEACHING COMPETENCIES Maureen Wideman

Maureen Wideman hopes that we as a school can determine what we think our teaching competencies are. She suggests having a grid showing beginner, intermediate and advance and faculty can look at it and determine where they fit on the grid. This will enable them to identify areas they are great or where they need help and could be better. The tool can be a personal self-evaluation online with gradings and can be helpful for faculty to develop their own PD plan. This evaluation will never be handed in and will not be managed by administrators but it can be used to help show how your learning has progressed.

Maureen suggested all TLAC members have a 15 minute conversation at their next department meeting on what makes effective teaching and bring your findings to the Nov TLAC meeting where we can compare and summarize our findings.

#### 6. TLC REPORT – Maureen Wideman

Maureen reported that C1015 is a new interactive classroom that is not conducive to lecture style teaching. This new classroom has full whiteboard walls and an new interactive projector. The projector in this room needs training before you use it and the room can be booked by filling in the DCU form.

7. ETS UPDATE – Gordon Jang
  - Wireless speed has been resolved but if you are still experiencing problems, sent IT and email.
  - Students need to log into Eduroam to access Blackboard
  - ePortfolio in Blackboard is now active and you can email [online@ufv.ca](mailto:online@ufv.ca) for more information
  - Ongoing workshops are being offered <http://www.ufv.ca/tlc/teaching-matters-workshops/blackboard/> but if the time doesn't suit you, email [online@ufv.ca](mailto:online@ufv.ca) and set up a meeting with an Ed Tech
  
8. HISTORY DEPARTMENT UPDATE – Molly Ungar

Molly reported that she has started the teaching competencies conversation with the History department. She offered to report at every History Department meeting what is going on at TLAC.
  
9. INFORMATION ITEMS

No items were brought forth.

Meeting adjourned at 4:37 pm

C. Gingerich / M. Melder Crozier  
**All approved**

**Next meeting: Nov 10, 2015, A225, Abbotsford Campus, 2:30 pm – 4:30 pm**