

DRAFT MINUTES

Chair: Judy Larsen
 Vice Chair: Colleen Gingerich
 Present: *Adrianna Bakos *Sandra Smith *Nicola Mooney *Molleen Shilliday
 *Eddie Campbell *Maple Melder Crozier *Anna Wauthy *Diane Cruickshank
 *Molleen Shilliday *Godwin Choy *Robin Kleiv *Maureen Wideman
 Michelle Johnson Satwinder Bains
 Guest: Martin Warkentin
 Regrets: Daniel Smythe, Hannah MacDonald, Claire Hay, Lucy Lee, Adrienne Chan Samarjit Dhillon

1. ITEMS FOR ADOPTION

- a. **Agenda** – December 6, 2016
 Switch agenda item 2b with 2c **Approved**
 b. **Approval of minutes** – November 8, 2016 **Approved**

2. ITEMS FOR DISCUSSION

a. **Blackboard Copyright Compliance** – Martin Warkentin

Martin is looking to confirm that reasonable effort has been made that will ensure that materials faculty are using in their online courses are compliant with the copyright law. See more here <https://www.ufv.ca/machforms/view.php?id=299015>.

Martin suggested the following changes to be made and asked for feedback:

- Create a check-off list in all courses that students will be required to complete before being able to log in.
- Make sure there is proof in Blackboard that people are being advised of educational resources concerning copyright
- Find a way to monitor and track this data to show people are viewing the resources available to them

The following suggestions were given by the committee:

- Make a mini course on copyright that faculty can do
- Host a workshop on how copyright works in Blackboard
- Offer a certificate if you complete the copyright tutorial course
- Stay away from mandatory checkbox listings

b. **MakerSpace** – Maureen Wideman

Martin Warkentin, Maureen Wideman and another faculty member from Faculty from Applied and Technical Studies went to a MakerSpace conference at MIT in Boston in Nov 2016. A makerspace is where you make things and examples of this are a kitchen, engineering space, science lab, etc. Martin will be designing one for the Library on the Abbotsford Campus and

currently we have two at TTC. The purpose of this space will be for interdisciplinary work to connect our disciplines in a deeper way and provide great research in different areas.

Two suggestions came from this discussion:

- A future TLAC meeting be held at the makerspace at TTC
- Have examples of this at the UFV PD Day May 2017

c. The Future of Teaching Practices – Maureen Wideman

Maureen posed the following questions to the committee but more specifically to the faculty:

- a. What are you doing in your practice?
- b. Where do you see your practice going?
- c. How do we in the Teaching & Learning Centre support you?
- d. What mechanisms should we put into place in planning the support you need?

The committee then split up into small groups and spent some time discussing these questions. After about 15 minutes, they came back together to share.

- More flexible classroom spaces are needed with more whiteboards
- Dedicate certain classes for certain instructors to accommodate their teaching style
- Have more flexibility in the type of desks used for long four hour classes by using bar tables and bar stools
- Often International students don't feel welcome at UFV - how can we do this better?
- Transition program
- More after and between class dialogue and mixing
- More opportunities for faculty to learn from each other
- Have more storage space in classrooms
- Give students a choice in assignments instead of dictating what assignments they should do
- Create more opportunities for interdisciplinary collaborations that can be done, maybe cohort model
- Offer more real-life based assignments
- Showcase what students are creating – open it to the public to have a dialogue
- Use more web-based tools like Phet in Blackboard courses
- How to teach students to apply what they learn outside of the classroom

d. TLC & Research – Mary Saudelli

Mary is looking to create an opportunity for a space for the scholarship of teaching and learning at UFV. She is hoping for cross-disciplines to come together and share commonalities in new research, what it is and how it can be supported.

If you are interested, send an email to tlcevents@ufv.ca. Mary encouraged all faculty to announce this in their department meetings.

3. Reports

a. PD Day Report – Claire Hay

- Keynote speaker -internationally renowned adult educator Dr. Sharan Merriam who is Professor Emeritus at the University of Georgia. We are very excited to be bringing Dr. Merriam to campus. The keynote is being sponsored by Eric Davis' office.

- PD Day 2017 Registration is Now Open!! Check out the UFV-All email sent last week. We are looking for proposals that address our theme of CONNECT, LEARN, GROW. If you missed out last year, please consider submitting a workshop idea for the 2017 event.
- Please advertise PD Day 2017 to all of you colleagues (all of the time).
- Human Resources has agreed to contribute to PD Day by sponsoring a guest workshop facilitator to deliver workshops on topics related to health and wellness in the workplace.
- Call for proposals end January 31st, 2017. A schedule should be available mid-March with registration opening at the beginning of April.
- Any questions, please contact Claire Hay at clair.hay@ufv.ca

b. TLC Report – Maureen Wideman

I. MMR Funding

As part of the eRoom digital infrastructure upgrade we upgraded 20 of 22 classrooms & Labs at TTC (the remaining two rooms were difficult to schedule, but should be completed in the week before the Christmas break. The work included:

- Removal of all existing analogue cabling, switchers and amplifiers, complete rewiring of eRoom podiums
- Installation of new digital cabling and switchers, digital projectors and mounts
- Installation of new 8-foot projections screens
- Reinstalled/remounted existing (unsafely mounted) equipment (speakers, power poles, hanging mounts) using approved industry standards.
- Reprogramming of existing control systems

II. Pedagogy Investment Fund

With the 1.5 million provided, we are working hard to improve our teaching and learning classrooms and infrastructure. Maureen will ask Nicolle Bourget, the project manager, to provide an update at our next meeting. To date, we have done work or scheduled work for about 70 classrooms with more to come. We would appreciate any feedback you have regarding the improvements. Email Maureen at Maureen.wideman@ufv.ca

III. Renovations to Teaching and Learning

Exciting changes are coming to the offices of Teaching and Learning. Thanks to a government grant, Teaching and Learning will be renovating its space to improve office functions and provide a space specifically for faculty – a faculty resource centre. In November, Teaching and Learning, which includes the staff in Educational Technology Services moved to temporary offices across the hall from their location to G159 while their offices undergo renovation.

IV. Teaching Excellence Awards

The deadline for the Teaching Excellence Awards submissions is January 9, 2016. We have three candidates from last year being re-submitted. Details of the submission process is on the website. Please ensure a digital and paper copy.

V. FIT Grants

We are beginning the adjudication of the FIT awards. There were 25 submissions.

VI. TLC Hiring

We are hiring two Ed Techs to fill vacant positions

VII. Accessibility Advisory Committee

Meeting in A225 at 2:30pm, all welcome to attend to hear a special speaker. Ruby to send an email about tomorrow's AAC meeting.

VIII. Academic integrity

TLC has taken over teaching, training, advisory academic integrity issues. Resources will be put together on how to reduce cheating in the classroom.

IX. Mental Health First Aid Course

Available in January for faculty and staff at UFV at \$80/person. Course helps recognize mental first aid things in your students and even yourself – note course cancelled and will be rescheduled for Spring 2017.

c. ETS Report – Gordon Jang

- Reminder, Blackboard Learn will be unavailable December 28-29 for an annual update.
- Also, term availability date for course shells are set January 3 after midnight and Winter 2017 semester starts January 4.
- Introductory Blackboard Learn workshop on January 3, room G180, Abbotsford Campus from 10:00am to noon, register at tlcevents@ufv.ca

d. RAC Report – Satwinder Bains

- Discussion on inviting members for TLAC to RAC and vice versa and there may be some relevance in hearing each other's information. Everyone seemed keen. Idea was provided to share the meeting minutes with each group.
- RAC and TLAC to host an event that gets faculty to connect teaching and research.

Action item: Judy Larsen to explore options to host a joint meeting between RAC and TLAC.

4. Adjournment

The meeting adjourned at 4:17 pm