SENATE STANDING COMMITTEE ON TEACHING AND LEARNING

Minutes of Regular Meeting
March 21, 2024
2:00 p.m. – 4:00 p.m.
MS Teams Online

Voting Member: Quorum: 7 members		
Andhra Goundrey, Vice-Chair Catherine Chow Christina Page, Chair Connie Klimek	Diane Van der Gucht Leeann Waddington Michael Cober Sharmen Lee	Alan Davis
		Non-voting
		Carole St. Laurent Catherine Schwichtenberg Gillian Sudlow Mitra Gorjipour
Absent	**Senate Office**	**Guests**
Adam Khan Jovita Vytasek Melissa Smith Mike Mann Nishan Perera Reza Khakbaznejad Wallapak Polasub	Maggie Ding (recorder) Michelle Molnar	

1. **Call to Order and Territorial Acknowledgement**

   The Chair, Christina Page, called the meeting to order at 2:00 p.m.

2. **Approval of Agenda**

   Sharmen Lee requested a discussion item on available supports for Indigenizing curriculum and pedagogy.

   Connie Klimek moved the agenda be confirmed as amended.

   The motion carried.

3. **Approval of Minutes, February 22, 2024**

   Andhra Goundrey moved the minutes be accepted as circulated.

   The motion carried.

4. **Chair's Report**

Christina Page, Chair, welcomed Maggie Ding, a new administrative assistant at the Senate office who will assist the committee.

Christina emphasized two agenda items: one regarding a specific Pathway course and the other concerning the process to ensure course suitability for students. This is a part of SSCTL's ongoing follow-up to the work of the Pathway Working Group, and is being carried out in close collaboration with SSCC. She confirmed that these topics fall within the scope of the committee's terms of reference. Christina also expressed heartfelt gratitude to the members of the SSCC subcommittee for their exceptional efforts in piloting the process.

5. **AVP, Teaching and Learning Report**

Leeann Waddington summarized her written report, highlighting the refresh of their new office space where folks can gather to share the space and engage in discussions related to teaching and learning. Additionally, she highlighted the recent success of their first generative AI community of practice, which attracted approximately 15 attendees, demonstrating significant interest in this topic. The group will continue meeting to explore business applications and enhance guidelines. Furthermore, they've initiated a privacy impact assessment for generative AI tools to assess opportunities and potential risks.

6. **New Business**

   6.1. **Default Auto Captioning in all KPU Instructional Technologies**

Leeann Waddington commenced her presentation by extending gratitude to Dr. Nishan Perera, Director of Learning Technologies & Educational Development, for preparing the report during her absence

To support compliance with provincial legislation, KPU formulated an accessibility report and action plan in September 2023, leading the Teaching & Learning Commons to review alignment with the plan's directives. Leeann introduced one recommendation from the review – Default Auto Captioning in all KPU Instructional Technologies – seeking endorsement from SSCTL, noting that the Accessibility committee had already motioned for Teaching and Learning to activate this functionality.

During the discussion, committee members voiced concerns about errors in default captioning and faculty workload. They also questioned the possibility of turning off default captions, and whether captions could be retroactively applied to existing content in Kaltura. Despite uncertainties, there was mutual agreement to fulfill obligations to legislation and provide optimal support to learners. Leeann Waddington emphasized the necessity for a structured rollout plan and acknowledged challenges in enforcing mandatory captioning, committing to address concerns and revisit the topic in the next meeting.

   6.2. **BUSI 1115 Pathway Attribute Review**

SSCC is establishing a subcommittee to evaluate the suitability of courses seeking the Pathway attribute, with SSCTL collaborating as an interim measure. Three SSCTL members—Mitra,

Catherine, and Connie—have assessed BUSI 1115, praising its incorporation of reading materials and scaffolded assignments for Pathway students. Christina addressed reviewers' questions during the process, and Andhra thanked the reviewers for their valuable input in this new process.

The committee discussed whether it was premature to recommend approval of BUSI 1115, as the criteria and procedures for approval are still being refined. The committee decided to table the original motion until after visiting the Pathway course approval process.

Connie Klimek moved to table the original motion until after visiting the Pathway course approval process.

The motion carried.

6.3.   Pathway Course Approval Process

Christina reviewed the original 2018 criteria for Pathway courses, highlighting the challenge of implementing the criterion related to course accessibility for students aiming to meet the undergraduate English language requirement. She emphasized the need for clarity in evaluating course accessibility within the Pathway framework.

The committee supported Christina's notion that the current criteria may be inadequate for evaluating courses effectively, implying a potential need for additional criteria to ensure both course quality and student success. Furthermore, the committee discussed the need to ensure that criteria for Pathway course curriculum is addressed at the course outline level, addressing the potential problems of variability between section delivery. Overall, the discussion showcased a commitment to enhancing the clarity and consistency of Pathway course delivery within the institution and ongoing efforts to improve practices surrounding Pathway education.

As a next step, the committee agreed to continue this discussion. A subset of committee members will review the existing criteria, bringing suggested revisions to the committee at the next meeting for discussion.

After discussion and amendment, motion 6.2 was amended to:

Leeann Waddington moved that the Senate Standing Committee on Teaching and Learning (SSCTL) recommended BUSI 1115 for the academic year 24/25 as a Pathway 3, with consideration for further review when the committee is formed.

The motion carried.

7. Items for discussion

None.

8.   Adjournment

The meeting adjourned at 3:46 p.m.