Approved minutes for Meeting 15 of the Academic Learning Environment Committee held on Friday, November 07, 2014, in Room 1217, AU-Edmonton.

In Attendance: Cindy Ives (Chair), Bob Heller, Lorelei Hanson, Mark Crawford, Ann Reynolds and via teleconference: Elaine Fabbro, Evelyn Ellerman, John Ulici-Petrut, Jon Dron, Susan Moisey, Tracey Lindberg, Nicole Hill, Kim Newsome

Governance Staff: Carol Lund (University Secretary), Eileen Hendy (Recording Secretary)

Others Present: Kelly O’Neill and via teleconference: Ledean Moysey, Nancy Parker

Regrets: Mike Battistel, Margaret Edwards, Josh Evans, Houda Trabelsi

Call to Order

The Chair called the meeting to order at 9:02 a.m.

1. **APPROVAL OF AGENDA**

   1.1 Motion 15-01 That Academic Learning Environment Committee approves the agenda as presented.

   Reynolds Carried

2. **CONFLICT OF INTEREST**

   2.1 Action Subject to the Conflict of Interest provision of the General Faculties Council General By-Laws, the Chair asked members to declare any conflict they may have with respect to the meeting agenda.

   No conflicts declared.

3. **MINUTES**

   3.1 Motion 15-02 That Academic Learning Environment Committee approves the minutes of Meeting 14, held October 09, 2014 as amended.

   Amendments:
   Under Present: change John Dron to Jon Dron
   Page 4: change Marge Edwards to Margie Edwards

   Reynolds Carried

4. **BUSINESS ARISING FROM THE MINUTES**

   None

5. **ACTION ITEMS**

   5.1 Action Select representative to serve on the ICT Investment Governance Committee

   The chair asked for volunteers to serve on the ICT Investment Governance Committee. Jon Dron volunteered to serve.

   Motion 15-03 The Academic Learning Environment Committee appoints Jon Dron to serve a two (2) year term on the ICT Investment Governance Committee.

   Hanson Carried
The Office of the University Secretariat will inform the Vice President Information Technology and Chief Information Officer, chair of the ICT Investment Governance Committee, of this appointment.

6. DISCUSSION ITEMS

6.1 Discussion Upcoming library collection development policy revision

Elaine Fabbro presented this item, requesting member’s feedback on required revisions.

Member Heller noted data from the student survey indicated majority of students were not accessing library resources and inquired about revising the policy to encourage students to access library resources. The presenter noted the data reflects access to physical resources, noting the online collection is accessed heavily.

Member Reynolds noted concern regarding access to materials when licenses expire. The presenter noted some online materials are purchased and confirmed some license agreements for subscribed digital materials do expire when the subscription expires.

Member Hanson inquired if data was available on the needs of faculty and students. The presenter noted when courses are being developed library staff review reading lists and attempt to acquire the resources.

Member Ulici-Petrut noted students may not be accessing library materials as frequently as before as courses may include all the required reading materials and open source materials are being used.

Member Reynolds noted the interlibrary loans policy only allows for papers to be requested. The presenter commented this is not a policy but a practice determined by the loan periods of other libraries, noting the loan periods for books is short and as many faculty and students are not on site, loan periods do not allow for the library to receive, send and the borrower to use and return the item within that library’s loan period.

Nancy Parker noted percentage for students using library resources has dropped and consideration needed to be made to how students view libraries in the 21st century.

Member Heller noted student surveys show a drop in students using library resources.

The presenter noted there were 4.6 million connects to online resources over the last year and circulation of the physical collection was down 16%.

Member Hill note support for consultations with students.

Member Newsome express concern regarding the library website, noting more information needed to be provided to students on how to use the library. The presenter noted a new library website was launched recently and information sessions using abode connect are being discussed.

Member Dron inquired about IT support for the library and was informed the library has its own IT support resources.
6.2 Discussion

Learning Resources Delivery Model

Kelly O’Neill presented this item, noting Mickey Graham, Director, Supply Chain Management; Supply Management Services was involved but unable to attend the meeting. She noted the Executive requested a task force be established to pursue this.

Member Heller expressed concern about the learning resources fee being charged to students. He commented the annual report noted etext was undertaken to help students with financial burden but this was not the case. He commented consideration needs to be made to developing a formula to calculate appropriate fees and supports giving students choices.

The chair noted the expected second year e-text savings were not realized and currently Banner allows for only one fee.

Member Reynolds commented it would be good to explain to students what the fees cover.

Member Hanson noted giving students choices may result in students not choose a course because of the costs.

Member Dron noted he did not use text books in his courses and if students want more expense resources they should have to pay. He suggested the fees go towards the Landing.

Member Ellerman suggested establishing a base price, noting there is a cost to being a paperless office and providing a Landing e-lab is under ten dollars a student. She inquired about what the fee would fund.

The chair noted it was suggested the task force be headed up by an academic. She further noted consideration needs to be made to designing a system to accommodate students who do not have online access. She asked members for suggestions on who should lead the task force and noted regular updates from the task force will be provided to ALEC.

Member Ulici-Petrut noted the e-text initiative is a good initiative but students expect to pay less. He also noted, with textbooks students own the textbooks, with online resources students do not own or have access when the course is done. He further noted terms of agreement students and institutions have with publishers may differ.

Member Newsome noted AUSU conduct a survey of students on e-text and received 3300 responses. She noted comments made included: students are not happy with no reduction in fees, experienced problems using and accessing online resources, limited applications can be used for some sources, concerns regarding health and wellness from using online resources, such as eye strain and financial burden having to purchase another computer. She suggested the university follow-up with students and investigates what other post-secondary institutions are doing. She also noted the results are being compiled and will be shared with the university.

Member Heller noted giving students choices was good but the university needs to be mindful of associated costs of doing so. He also noted it was a mistake to rely on
course materials as revenue for the university.

Member Hill noted students have inquired what the fees covered, why e-text fee reductions are not being passed on to students, expressed concern about having to pay the fees and also purchase the text, and the loss of access to online resources once they are done the course. She also noted there may be some negative press for the university from students with issues regarding the fees.

Member Dron noted the concerns being expressed by members have been expressed on the Landing.

Member Reynolds suggested a survey be developed that tutors can share with students.

Member Heller noted a learning resource fees committee was established two years ago and suggested reading the notes.

The chair requested members to think about who should lead a task force on learning resources design and delivery for further discussion at the next meeting.

7. INFORMATION ITEMS

7.1 Information  ALEC Learning Support Working Group Update

Member Heller presented this item, noting the final report of the 1st working group is missing from the list of documents to review as a committee.

Member Hill noted she recently learnt the student success centre is being implemented for graduate students also and will be implemented across the university.

Member Heller noted the working group has focused on undergraduate students.

Member Dron commented there were other ways the university could be doing this and suggested brainstorming sessions on what the problems are and what can be done be held.

Member Reynolds noted the working group is not looking at only one model.

Member Heller noted a broad environment scan of what others are doing has not been done. The chair noted the Director, Academic Planning and Priorities could assist the working group if required.

8. OTHER BUSINESS
None

9. SCHEDULE OF PENDING ITEMS
None

10. ADJOURNMENT

10.1 Motion 15-04   That the Academic Learning Environment Committee be adjourned.

   Hanson                 Carried
   The meeting adjourned at 10:42 a.m.