Draft minutes for Meeting 19 of the Academic Learning Environment Committee held on Tuesday, May 12, 2015, in Room 1222, AU-Edmonton.

In Attendance: Cindy Ives (Chair), Alain May, Bob Heller, Josh Evans, Lorelei Hanson, Mark Crawford, Ann Reynolds and via teleconference: Elaine Fabbro, Shawna Wasylshyn, Houda Trabelsi, Jon Dron, John Ullic-Petrut, Susan Moisey, Tracey Lindberg, Margaret Edwards, Dunwei Wen

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

Others Present: Kelly O’Neill, Vern Hume and via teleconference: Archie Zariski, Margaret Kierylo

Regrets: Mike Battistel, Teagan Gahler

Call to Order

The Chair called the meeting to order at 1:30 p.m.

1. **APPROVAL OF AGENDA**

1.1 Motion 19-01 That Academic Learning Environment Committee approves the agenda as presented.

Hanson 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 19-02 That Academic Learning Environment Committee approves the minutes of Meeting 18, held March 17, 2015 as amended.

Reynolds

Amendments

6.2 - 3rd paragraph, 1st sentence revised to read:

Member Heller noted that academic support and administrative support are separate issues and inquired about flexibility to accommodate Faculty needs on both types of learner support.

6.2 - last paragraph, changed 'interested' to 'interest'

7.2 - 1st paragraph revised to read:

Ann Reynolds presented this item, noting concerns have been expressed the focus of the model is deskilling persons to be question-answerers and may lead to there being fewer students.

7.2 – 6th paragraph revised to read:

Member Reynolds noted tutors depend on this being their main income and consideration needs to be given to monitoring of tutors. She also noted
concerns have been expressed that responses will be banked and recycled and the recycled response may not always be correct for every student.

7.2 – 8th paragraph revised to read:
Member Reynolds noted concerns were taken through other avenues before being taken to the street because they are concerned about the students.

7.2 – 9th paragraph revised to read:
Member Fabbro noted the interaction via email from Heat with the library is retained and this type of conversation could possibility be retained by the student relationship management system.

7.4 – 3rd paragraph revised to read:
Member Heller inquired about the costs for Library, Learning Design and Development and Moodle Team. He was informed the costs include staff.

Carried

4. BUSINESS ARISING FROM THE MINUTES

4.1 Learning Resources Costs – verbal update
Kelly O’Neill, Coordinator, Academic Services, Alain May, AVPSAS and Cindy Ives, VPA (Interim) presented this item, noting a working group under ASRP Students has been established, a list of priorities has been established and consultations with stakeholders will be undertaken. It was further noted the intent is for the working group to provide a report to the ASRP Steering Committee.

5. ACTION ITEMS
None

6. DISCUSSION ITEMS

6.1 Discussion Proposed amendments to the GFC General By-Laws and terms of reference, Academic Learning Environment Committee
Carol Lund, University Secretary and Archie Zariski, member of the GFC Governance Review Working Group presented this item.
During the ensuing discussion members commented on the following:

Effect of abstentions on voting
- Deletion of the provision 15 ‘participating by telephone’ under PART V Committee
- Appointment of members to GFC (it was noted the AU Regulation permits the appointment of members to GFC under section 25 of the PSLA)
- Terms of Reference
  - Provision 5 deleted as covered by provision 4
  - Suggest making provision 2 more specific, such as change promote to encourage or advance
  - Suggestion to add a provision regarding providing input on assessment
  - Revision wording in paragraph regarding library as the wording is the same as provision 6
- Revise membership composition for tutor representative of the organization representing tutors to be tutor representative to be chosen by the
organization representing tutors

- GRWG discuss further the deletion of the member from APPC as there may be value in having this member
- Having a Dean as a member on the committee
- Add ‘or designate’ to ex-officio member Director, Centre for Learning Design and Development
- Add a representative from students with disabilities and student success group

7. INFORMATION ITEMS

7.1 Information ALEC Learning Support Working Group Update

Member Heller presented this item.

Member Evans commented the mandate was to make recommendations. He also noted a good point was made in paragraph two under section F. Discussion: Guiding Principles on Institutional Learning Support.

Member Reynolds expressed concern that independent teaching may be affected if a standardized way in providing learning support is implemented.

Member Edwards noted the report being principles not recommendations enables decisions to be based on principles not on having to choose a defined recommendation.

Member Reynolds noted 80% of the tutors depended solely on AU for a job. Member Edwards commented she would like to see documentation on this.

Member Hanson noted the university needs to move forward on this matter and suggested the report be presented to GFC.

Member Reynolds expressed concern regarding the wording referencing ‘decline in the tutor model’ under the key comparative findings section and the presenter agreed to revise.

It was agreed this report will be presented to GFC on June 17, 2015. It was also agreed for the Vice President Academic (Interim) to present the report to AU Executive Group.

Members thanked the working group members (Bob Heller (Chair), Kim Newsome (AUSU), Ann Reynolds, Houda Trabelsi, Andrew Chiarella, Margaret Kierylo and Margaret Edwards) for their participation on this working group.

7.2 Information Report on ICT Investment Governance Committee

Jon Dron, ALEC representative on the ICT Investment Governance Committee presented this item, noting his concerns regarding personalized learning environment and suggested ALEC should drive the discussion of how we wish to see our learning environment developed and ALEC should come up with a vision of what this might be.

Member Heller noted he also had concerns regarding the proposed personalized learning environment and agreed ALEC should be driving the discussion.
Member Moisey noted an introduction for students on learning tools and environment was required.

7.3 Information Institutional Website Improvements Project

Vern Hume, Manager, Web and Online Strategy presented this item;

Member Hanson requested clarification the optimization was only for the public website and was informed it was.

Member Moisey inquired about prospective student’s success and satisfaction. The presenter noted the survey was on the website and the success of a prospective student was finding the information they were seeking.

Member Heller expressed concern with research being removed from the front page. The presenter noted research will remain on the main page.

Member May suggested including where indigenous lands and areas were on the website. Member Lindberg commented AU Athabasca campus is located in treaty 8 territory and suggested adding ‘hello’ in as many indigenous languages as possible on the website.

8. Other Business
None

9. Schedule of Pending Items
9.1 Schedule of pending items presented for information.

10. Adjournment

10.1 Motion 19-03 That the Academic Learning Environment Committee be adjourned.

Heller Carried

The meeting adjourned at 3:58 p.m.