



**SENATE TEACHING AND LEARNING COMMITTEE MEETING
MINUTES**

13 October 2021
2:00pm to 3:30pm
Via Zoom

Attendees

Senators

Dr. Francis Andrew	Dr. Simon Bates	Dr. Joanne Fox (Chair)
Dr. Maura MacPhee	Dr. Ingrid Price	Karen Smith
Dr. HsingChi von Bergmann	Eshana Bhangu	Lisa White
Georgia Yee (Vice-Chair)		

Ex Officio

Dr. Kin Lo	Dr. Moura Quayle	Dr. Christina Hendricks
Dr. Ainsley Carry		

Regrets

Dr. Julian Dierkes	Dr. Alison Greig	Dr. Margaret Moss
Dr. Kate Ross		

Guests

Lindsey Kovacevic	Nancy Low
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Office of the Senate

J. Cowen

**Call to Order and
Land**

The meeting of the Teaching and Learning Committee (the “Committee”) was called to order at 2:03 pm on 13 October 2021 by Joanne Fox, Chair.

Acknowledgement

The land acknowledgement reflected on the Indigenous Strategic Plan (ISP) and its relation to the work of UBC’s Senate including this committee.

Agenda

THAT THE Senate Teaching and Learning Committee adopts the 13 October 2021 agenda as presented.

J. Fox
C. Hendricks
Carried.

Minutes

THAT THE Senate Teaching and Learning Committee approves the 19 August 2021 extraordinary meeting minutes as presented.

J. Fox
S. Bates



A correction to the committee name listed in the call to order was noted by G. Yee.

Carried.

THAT THE Senate Teaching and Learning Committee approves the 15 September 2021 meeting minutes as presented.

J. Fox
C. Hendricks

A correction to the attendance was noted by K. Lo.

Carried.

**Business Arising
from the Minutes**

Meeting Schedule

Action Item - Committee members to be contacted regarding their un-availability to attend committee meetings - DONE.
Update: an occasional absence is anticipated by a few members but the current meeting time remains workable for members.

**Introduction of
New Committee
Member**

Priorities subcommittee – will continue to refine priorities; has reorganised its report.

The group's report was circulated to committee members via email.
Eshana Bhangu – Student Senator, Member at-Large, Faculty of Arts

**Integrated
Renewal Program
(IRP) and the
Credit/D/Fail
Policy**

As presented by Lindsey Kovacevic.

L. Kovacevic reviewed the background of UBC's Credit/D/Fail Policy. She noted that some programs have exempted their students from this policy, including the Bachelor of Applied Science. This policy only exists on the Vancouver Campus.

Over the last 10 years, excluding 2019, 2.4% of UBC Vancouver undergraduate students have used the policy.

The policy was last reviewed in 2015. It was applied in this current form for the configuration of Workday. An updated configuration is possible when the policy is reviewed in the future.

Workday will require manual processes for approving when a student applies to take a course as Credit/D/Fail, reviewing credit limit maximums and academic requirement elective usage, and overrides of student academic progress reports. It is anticipated that these manual processes will impact a student's



ability to perform late course changes. Notes in student records will help in tracking use of this policy. It will come down to individual units to create reports for monitoring.

Grading basis will be hidden from instructors. Instructors will submit the final per cent grade, which will be transformed to Credit/D/Fail.

Discussion:

It was asked whether there would be an alternative policy that could be used in Workday to achieve the same results, that would not require the high degree of manual processes. L. Kovacevic noted that processes of discovery had taken place to look at whether the current policy could be updated to minimize manual processes, but it was decided that due to time limitations over summer, it was not possible to investigate alternatives on the current implementation timeline.

It was asked whether these manual processes will be conducted by advising offices and whether people in those roles had been consulted. L. Kovacevic confirmed that on 25 October 2021, this same presentation will be made to those offices where it is anticipated that considerable feedback will be provided. It was noted that there is a concern regarding incremental workload increases that may have a large cumulative effect for these staff.

**2020W Student
Experience of
Instruction Annual
Report**

As presented by Simon Bates.

This is part of the annual report that goes to Senate on student experiences with instruction. This report is particularly interesting because it covers course surveys during a period when the full impact of COVID-19 was experienced by students.

The response rates meeting the minimum standards in order to accurately assess the data were very low for small to medium sized classes. The associate deans academic have tried adjusting the survey period in order to improve the rates of response.

The trends in the quantitative data were comparable, and sometimes better, when compared to the data from twelve months prior.

The revised wording that passed this committee and the Workplace Experience Survey (WES) will provide additional valuable data that can be used in analyzing the student experience.

Discussion:



It was asked whether it is anticipated that the variety of delivery methods for courses this session will impact response rates. In response, it was noted that the less tangible deploying of electronic surveys may discourage the response rate. Stakeholders will be contacted to encourage that they promote the surveys.

It was asked whether there are surveys in place where students are asked about their experience in the physical instructional space. In response, it was noted that if feedback was provided, it would likely be in the open text boxes of the survey. Also, UBC has a UBC-wide Learning Spaces Committee that looks at physical instructional spaces.

**Business Arising
from the Minutes
– Subcommittee
to Identify Priority
Items (On-going)**

As presented by Georgia Yee.

A list of priorities was prepared, including identified stakeholders who may be leveraged as partners as well as projects being pursued by others at UBC, so that efforts are not duplicated. An associated draft timeline has also been prepared.

Action Item:

Committee members are asked to provide feedback on the list and timeline to G. Yee by 29 October 2021.

Discussion:

Discussion ensued about possible ways to enhance the proposed list of priorities, including adding topics, adding columns, separating subjects, listing the role of the Committee and listing the immediacy of each priority. Feedback was captured by G. Yee and a revised version will be made available to the committee.

**Other Business –
Draft Policy re:
Course
Assessment
Materials**

As presented by Eshana Bhangu.

There are quite a few courses that require students to purchase digital materials. This draft policy proposes to have a cap on these costs at around \$65 CAD. There are initiatives at the institutional-level, in the form of funds, in place that can be used to offset the current costs. UBC Okanagan currently has a policy, but it is slightly different from the draft proposal for UBC Vancouver. Further consultation and mapping to guiding principles may benefit the draft proposal.

Next Meeting

Next regular meeting is 10 November 2021 from 2:00-3:30pm

Adjournment

The meeting adjourned at 3:29 pm.