

SENATE STANDING COMMITTEE ON TEACHING AND LEARNING

Regular Meeting

Thursday, October 26, 2023

2:00 p.m. – 4:00 p.m.

MS Teams Online

AGENDA

1. Call to Order and Territorial Acknowledgement 2:00
2. Approval of Agenda
3. Approval of Minutes, September 28, 2023
4. Chair's Report
 - 4.1 Mandate and Membership Revision..... Christina Page 2:10
5. Standing Reports
 - 5.1. AVP, Teaching and Learning and Learning ReportLeeann Waddington 2:15
 - 5.2. Learning Centres Report..... Jovita Vytasek 2:25
 - 5.3. Academic Integrity Report..... Susan Xia 2:30
6. Items for Discussion 2:35
7. Adjournment

SENATE STANDING COMMITTEE ON TEACHING AND LEARNING

Minutes of Regular Meeting

September 28, 2023

2:00 p.m. – 4:00 p.m.

MS Teams Online

Voting Member Quorum: 5 members		
Andhra Goundrey Catherine Chow Christina Page, Chair	Diane Van der Gucht Sharmen Lee	Alan Davis
		Non-voting
		Catherine Schwichtenberg Indra Manhas Nishan Perera Reza Khakbaznejad
Absent	Senate Office	Guests
Adam Khan Connie Klimek Jovita Vytasek Leeann Waddington Mike Mann	Michelle Molnar Sonia Orlu (recorder)	Craig Wright Josephine Chan
Alan Davis		
Gillian Sudlow Melissa Smith Wallapak Polasub		

1. Call to Order and Territorial Acknowledgement

The Chair, Christina Page, called the meeting to order at 2:01 p.m.

2. Approval of Agenda

Diane Van der Gucht moved the agenda be confirmed as circulated.

The motion carried.

3. Approval of Minutes, June 20, 2023

Andhra Goundrey moved the minutes be accepted as circulated.

The motion carried.

4. Chair's Report

No formal report.

4.1. SSCTL Mandate Review

There has been ongoing work to distinguish the responsibilities of the committee from that of the Teaching and Learning Commons and, upon review, the mandate was deemed to no longer accurately reflect the work done by the committee.

The following amendments were made to the proposed changes.

- Added “vocational” to #2 so that the mandate includes “qualifying, vocational, undergraduate, and graduate levels.”
- Clarified the wording in #3 to clearly state that the committee recommends strategies and solutions to the Teaching and Learning Commons.
- Added “accessibility” to #5 to highlight this as a key area of focus for the committee.

The revised mandate reads:

1. Advice Senate on issues in teaching, learning, and related scholarship.
2. Advice Senate on student success Scholarship and practice at qualifying vocational, undergraduate and graduate levels of instruction.
3. Recommend strategies and operational solutions to the Teaching and Learning Commons that promote ongoing educational development of KPU educators across all faculties.
4. Receive reports and provide guidance to the operation and planning of teaching and learning events, scholarship, initiatives and environments.
5. Identify the forms of support needed to maintain excellence in teaching and make recommendations to Senate and other bodies as needed (such as information technology, student services, accessibility, academic integrity, etc.).
6. Establish other subcommittees as needed to fulfill the committee's responsibilities.
7. Other duties as assigned by Senate.

The revised mandate will be forwarded to the Senate Governance and Nominating Committee (SGNC) for approval.

Sharmen Lee moved THAT the Senate Standing Committee on Teaching and Learning recommend a revision to its mandate.

The motion carried.

4.2. SSCTL Membership Review

In the 2019/2020 academic year, the committee assigned a non-voting seat to the Director of the Learning Centres or their designate. However, since the role of the Director has been discontinued, the oversight of the Learning Centres now rests with the Associate Dean, Academic and Career Preparation.

Recognizing this change, the committee decided to reallocate the seat. They amended the motion to assign the seat to "the Dean or their designate," ensuring alignment with current Senate practice and allowing for future flexibility.

Sharmen Lee moved THAT the Senate Standing Committee on Teaching and Learning recommend replacing the non-voting member position assigned to the Director of the Learning Centres, or their designate, with a non-voting member position assigned to the Dean, Faculty of Academic and Career Preparation, or their designate.

The motion carried.

5. AVP, Teaching and Learning Report

Nishan Perera presented a written report on behalf of Leeann Waddington. See the agenda package.

6. New Business

6.1. Graduate Studies Update

Josephine Chan, Special Assistant to the Provost on Policy and Academic Affairs, presented the current status and future plans for graduate studies at KPU. Senate has approved an omnibus policy revision approach to guide decision-making processes. Josephine encouraged the committee to review the preliminary proposal and provide feedback, emphasizing that final decisions have not been made and more consultations are to come.

6.2. Pathways Working Group Update

Christina Page updated the committee on its activities (see agenda package). There were questions from the committee about guidelines for course developers seeking the Pathway attribute. SSCC currently has guidelines in place, but the task force is still working with the Office

of the Provost, Faculty of ACP, and SSCC to create an improved process for assessing courses seeking the Pathway attribute. The Pathway Working Group expects to produce a recommendations report as it finishes up its work, expected in December 2023.

6.3. KPU Community Guidelines Discussion

Christina Page introduced the KPU Community Guidelines, developed by EDI Manager Trina Prince, to guide the committee's intentions and actions throughout the year.

The committee agreed to invite Trina Prince to present and discuss the guidelines in more depth in the upcoming months.

6.4. Generative AI and Teaching and Learning

Nishan Perera and Craig Wright from the Teaching and Learning Commons led a discussion, seeking feedback on potential needs for faculty support around generative AI.

7. Items for discussion

None.

8. Adjournment

The meeting adjourned at 3:35 p.m.

SENATE STANDING COMMITTEE ON TEACHING AND LEARNING

Agenda Number: 4.1

Meeting Date: *October 26, 2023*

Presenter(s): *Christina Page*

AGENDA TITLE: Mandate and Membership Revision

ACTION REQUESTED: Motion

RECOMMENDED RESOLUTION

THAT the Senate Governance and Nominating Committee recommend that Senate approve the revisions to the mandate and membership of the Senate Standing Committee on Teaching & Learning.

Background

The proposed membership and mandate revision (approved by SSCTL on September 28, 2023) was presented to SGNC on October 10, 2023. SGNC is seeking further clarity about the use of the word “recommend” on Mandate Item 3 (below).

Our proposed motion to SGNC was tabled pending clarity on this question.

Review of September 2023 Mandate and Membership Review

On September 28, 2023 the Senate Standing Committee on Teaching and Learning recommended the replacement of the non-voting member ***Director of the Learning Centres, or designate*** with a non-voting member ***Dean, Faculty of Academic and Career Preparation, or designate***.

On September 28, 2023 the Senate Standing Committee on Teaching & Learning recommended the revision of the current Senate Standing Committee on Teaching and Learning mandate to:

1. Advise Senate on issues in teaching, learning, and related scholarship.
2. Advise Senate on student success scholarship and practice at the qualifying, vocational, undergraduate, and graduate levels of instruction.
3. Recommend strategies and operational solutions to the Teaching & Learning Commons that promote ongoing educational development of KPU educators across all Faculties.

4. Receive reports and provide guidance to the operation and planning of teaching and learning events, scholarship, initiatives and environments.
 5. Identify the forms of support needed to maintain excellence in teaching and make recommendations to Senate and other bodies as needed (such as information technology, student services, accessibility, academic integrity etc.).
 6. Establish other subcommittees as needed to fulfill the committee's responsibilities.
 7. Other duties as assigned by Senate
-

Key Messages

1. SGNC has not yet voted on our proposed membership and mandate revision, but discussion was generally favourable.

Attachments

1. Current and proposed mandate and membership
-

Submitted by

Christina Page

Date submitted

October 12, 2023

Senate Standing Committee on Teaching and Learning (SSCTL)

Approved by Senate: April 25, 2022

CURRENT MANDATE	PROPOSED MANDATE
<ol style="list-style-type: none">1. Advise Senate on issues in teaching, learning and related scholarship2. Receive reports and provide guidance to the operation and planning of teaching and learning events, scholarship, initiatives and environments.3. Identify the forms of support needed to maintain excellence in teaching and make recommendations to Senate and other bodies as needed (such as information technology, student services, accessibility, academic integrity, etc.)4. Establish such subcommittees as needed to fulfill the committee's responsibilities5. Other duties as assigned by Senate	<ol style="list-style-type: none">1. Advise Senate on issues in teaching, learning, and related scholarship.2. Advise Senate on student success scholarship and practice at the qualifying, vocational, undergraduate, and graduate levels of instruction.3. Recommend strategies and operational solutions to the Teaching & Learning Commons that promote ongoing educational development of KPU educators across all Faculties.4. Receive reports and provide guidance to the operation and planning of teaching and learning events, scholarship, initiatives and environments.5. Identify the forms of support needed to maintain excellence in teaching and make recommendations to Senate and other bodies as needed (such as information technology, student services, accessibility, academic integrity etc.).6. Establish other subcommittees as needed to fulfill the committee's responsibilities.7. Other duties as assigned by Senate

CURRENT MEMBERSHIP COMPOSITION**Voting Members**

- Chancellor
- President
- Student Senator
- Faculty senator or representative from each Faculty
- Vice-Provost, Teaching and Learning or designate
- Two deans or designates

Non-voting Members

- Vice-Chair of Senate
- Associate Vice-President, International, or designate
- Associate Vice-President, Research, or designate
- Chief Information Officer, or designate
- Dean, Faculty of Academic and Career Preparation, or designate
- Librarian
- Representative, Office of Teaching and Learning
- Educational Consultant

PROPOSED MEMBERSHIP COMPOSITION**Voting Members**

- Chancellor
- President
- Student Senator
- Faculty senator or representative from each Faculty
- Vice-Provost, Teaching and Learning or designate
- Two deans or designates

Non-voting Members

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SENATE STANDING COMMITTEE ON TEACHING AND LEARNING

Agenda Item: 5.1

Meeting Date: October 26, 2023

Presenter: Leeann Waddington

Associate Vice President, Teaching and Learning:
Report to the Senate Standing Committee on Teaching & Learning
October 26, 2023 (for the period of September 28 to October 17, 2023)

EVENTS & UPDATES

- The Teaching and Learning Commons is undergoing a program review with an external consultant in order to finalise our strategic and operational plans, we look forward to sharing the outcomes of that upon completion.
- The Teaching and Learning Commons is undergoing an office refresh that will include the creation of a space that will host faculty events as well as a place to connect with one another and us on a drop-in basis.
Anticipated completion date: February 2024
- Leeann presented our Generative AI guidance at the BCAIU Provost's table. The Commons is currently working on revisions and additional resources to be released later this fall.
- Fall Ice Cream socials allowed us to connect with Faculty at KPU Tech, Surrey, Langley and Richmond. Alex Lyon was the lucky winner of our grand prize draw for \$500 towards PD.
- Our September T&L Commons newsletter has been published. [Read it here!](#)

SUPPORTING FACULTY PRACTICE

- **Fall Cycle Teaching and Learning Innovation Fund Recipients**
 - Erin Ashenhurst, and Carley Hodgkinson, Wilson School of Design
 - Lindsay Wood, Melville School of Business
 - Fiona Whittington-Walsh, Faculty of Arts, and Simon Driver, Faculty of Academic and Career Preparation
 - Jessica Bayntun & Team, Wilson School of Design
 - Angelica Brzyska, Faculty of Arts
 - Michael Schanz, Melville School of Business
 - Lee Beavington & Team, Learning Centres
- **Fall 2023 OER Grant Recipients**
 - Gerard Laverty, Faculty of Trades and Technology
 - Robert Menzies, Faculty of Arts
 - Shereen Hassan, Faculty of Arts
 - Michael Kiraly, Faculty of Science and Horticulture

- **Spring 2024 UNSDG Champions**
 - Mina Sahota, Melville School of Business
 - Marcela Machado, Melville School of Business
 - Pamela Ip, Melville School of Business
 - Constanza Rojas- Primus, Faculty of Arts
 - Kathy Dunster, Faculty of Science and Horticulture
 - Rajdeep S. Gill, Faculty of Arts
 -
- **Spring 2024 ePortfolio Champions**
 - Sarah Hickinbottom, Faculty of Arts
 - Paola Gavilanez, Wilson School of Design
 - Ella Bohinska, School of Business
 - Alexandra Lyon, Faculty of Science and Horticulture

UPCOMING WORKSHOPS/EVENTS

- Check out our fall workshop offerings [here!](#) Register at [TL Events](#).
- BC Campus is hosting: Studio23: Reignite Your Teaching and Facilitation Practice Is a 2 day event taking place at SFU Harbour Centre, November 1st and 2nd. Register [here!](#)
- T&L Commons Partner Spotlight, October 24th, 11:30AM-2:00PM, Surrey campus, Spruce Atrium. This event shines a light on some of the special projects from connections made between the Teaching & Learning Commons and other departments. Join us for this lunch and learn event that will highlight transformative impacts taking place both within and beyond the KPU classroom. Register [here!](#)

LEARNING TECHNOLOGIES

- Turnitin draft coach launched in September to support and educative approach to student writing with the hopes of decreasing the incidents of academic integrity violations. Training and resources are currently being deployed.

OPEN EDUCATION

- There will be 591 ZTC courses delivered in Fall 2023.
- Our [ZTC Data Dashboard has been updated](#) with Fall 2022 and Spring 2023 data. We have reached cumulative student savings of \$9 million, and are saving students an average of \$1.75 million each academic year.

SENATE STANDING COMMITTEE ON TEACHING AND LEARNING

Agenda Item: 5.2

Meeting Date: October 26, 2023

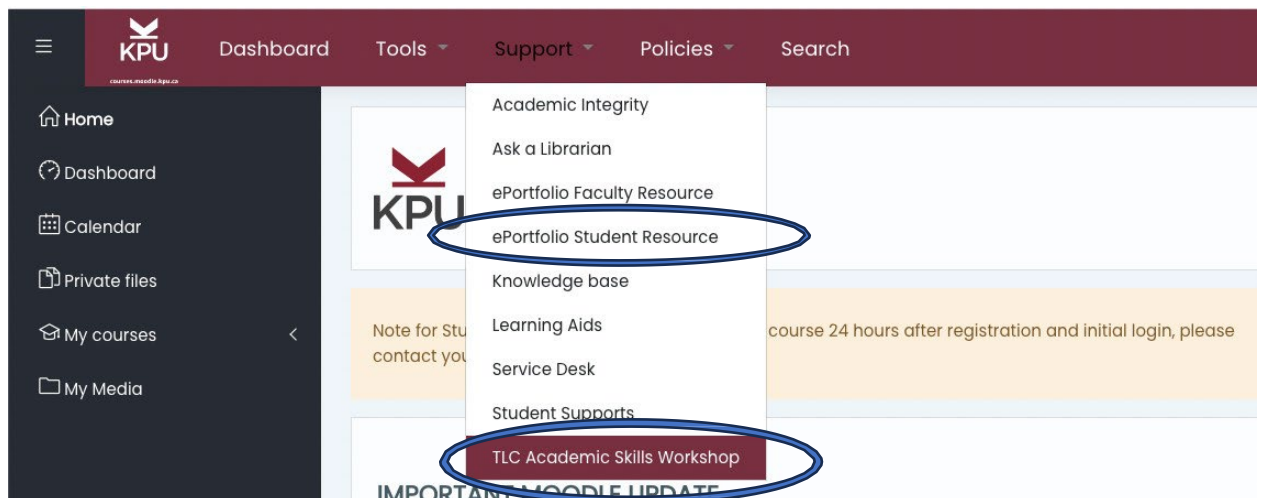
Presenter: Dr. Jovita Vytasek

Learning Centre Report

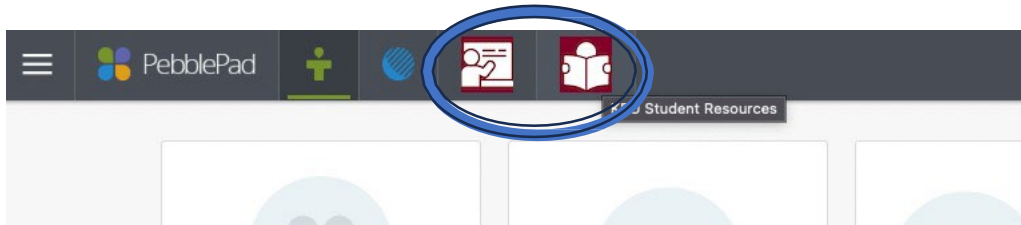
The Learning Centres implemented several new resources and programs in Summer 2023, with the goal of helping to support students in developing their self-directed and independent learning skills so that they can confidently engage in learning activities that help them achieve their personal learning goals. We provide resources, one-on-one appointments as well as in- and out-of-class support. Additionally, we continue to train and manage the peer tutoring program, academic review sessions, academic skills workshops, and integrated and embedded course and program supports.

New Resources and Updates:

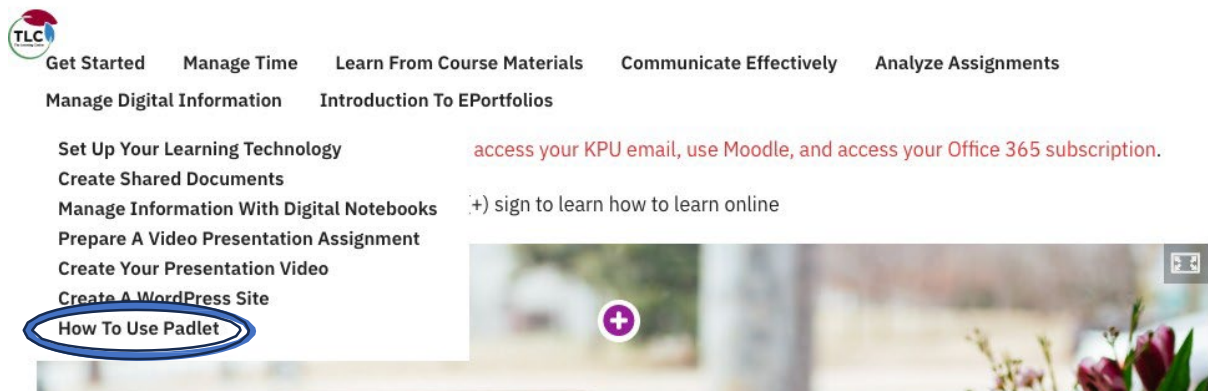
- We now have a dedicated permanent link listing all workshops offered for the semester with links to sign up https://www.kpu.ca/learningcentres/workshops/complete_list
- Workshop offerings are now linked directly in Moodle, as well as ePortfolio Student Resources.



- ePortfolio Resources for Students are now linked directly in the PebblePad Dashboard.



- Padlet Resources for Students are available through our website
(<https://wordpress.kpu.ca/onlinelearning/manage-digital-information/how-to-use-padlet/>)



The Learning Centre is now at Civic Plaza



To support KPU students at Civic Plaza, we are now offering learning assistance, one-to-one and small group tutoring. For more information and scheduling please visit:

<https://www.kpu.ca/learningcentres/civicplaza>

In the first pilot term, tutors completed 109 appointments at Civic Plaza.

We hope to continue to grow our support and presence on this campus as students become familiar with our availability.

Summer Offerings:

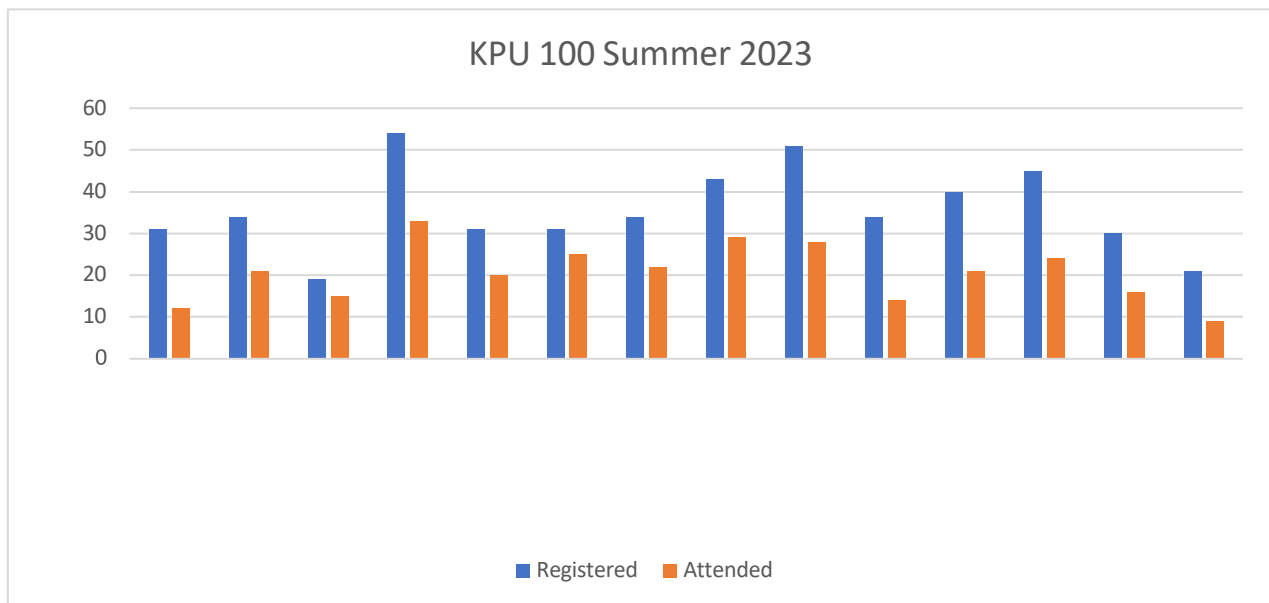
Summer is a busy time for our Learning Centres as we aid in supporting incoming students for the Fall with the largest offerings of KPU 100: Introduction to University. We also offer KPU 100 Head Start for a select number of incoming student referrals from high school advisors.

KPU 100:

KPU 100 provides an interactive, supported learning experience for students to start off their university careers on the right track. They will have the opportunity to engage with Learning Strategists and other students in real-time sessions, and complete interactive learning activities at their own pace each day during this week-long program. Along the way, students receive supportive feedback and guidance as they work through short assignments that build their knowledge, skills, and confidence as a university learner. This non-credit series of modules is offered completely free to KPU students.

KPU 100 Head Start:

This series is an adapted version of KPU 100 used to support new KPU students who have been identified by their high schools as being 'at risk' in the transition to university. It was developed in collaboration with Academic Advisor Mike Harris, Theresa Voorsluys (Manager), Central Academic Advising, and The Learning Centres. August 2023 was the third iteration of this offering.

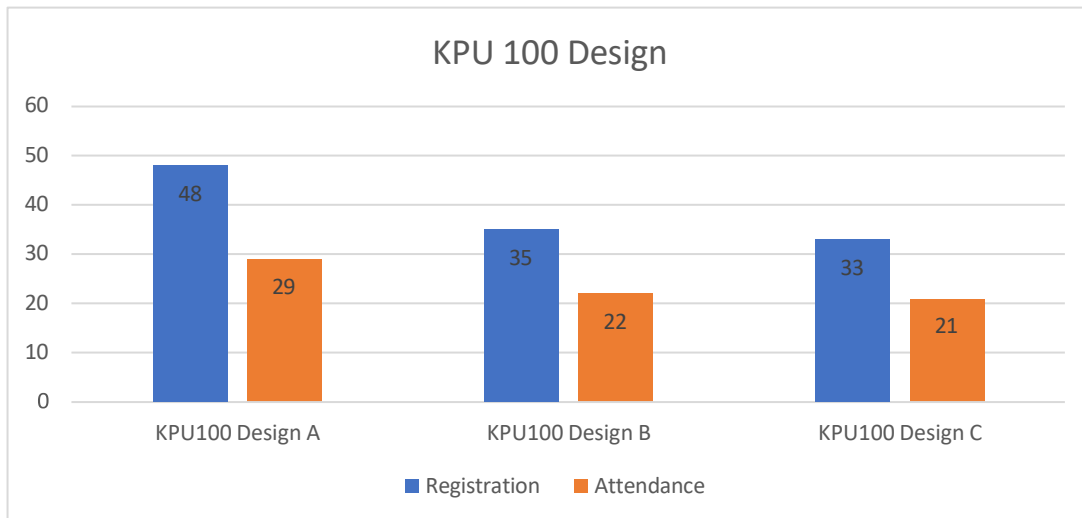


New Offerings in Summer 2023:

New for Summer 2023, we offered a in-person cohort of KPU 100, as well as a customized KPU 100 cohort for students in the Pathways program who are beginning Undergraduate Courses in the Fall.

KPU 100 Design:

After its initial pilot last summer, student and faculty feedback was collected to explore revisions to ensure this program met the need of incoming Design students. The Learning Centres in collaboration with the Wilson School of Design Dean and faculty members engaged in extensive revisions to provide a customized version of KPU 100. This was delivered to all the incoming Year One students in August of 2023.



KPU 100 Thriving:

KPU 100 Thriving is a new version of KPU 100 designed to be more accessible in order to meet the needs of students who are interested in entering KPU through the Including All Citizens Pathway Program. Although this version of KPU 100 was designed for them, it is open to any incoming KPU student who would like a longer KPU 100 experience, with a more in-person and hands-on approach. To develop this program, Marti Alger (Learning Strategist) worked with Fiona Whittington-Walsh (Sociology instructor). They were also assisted by Jennifer Hardwick (English instructor) for two of the sessions. The concept was to include the aspects of KPU 100 and also to focus on thriving strategies, strategies that students could use to cope with some of the challenges and stresses presented by university life.

The program was offered for the first time in May of 2023, and 14 students participated. It was composed of 5 in-person sessions for students in the late afternoon, so that they could attend after their high school classes. In the sessions, students got to know each other, sign on to KPU computers and complete some exercises within the KPU 100 Moodle shell. During this program, Emily Ginter (Learning Strategist) presented a Basic Computer Literacy workshop. There was also a session on finances, facilitated by a KPU Financial Aid Officer. Several sessions offered additional support to become familiar with KPU technology and resources. Overall, the program was successful, and the students were very interested in progressing through their programs in the Fall.

Academic Skills Workshops:

In addition to our support for incoming students, we also offer a variety of academic skills workshops throughout the summer to support students in a variety of programs. Types of workshops include: building effective study habits, self-care and productivity, improving your writing, science skills, business skills, planning, reading and note taking, and test taking strategies (for details see: <https://www.kpu.ca/learningcentres/workshops>). Each semester, new workshops are added based on demand and faculty requests. We continue to offer academic skills workshops online to reach students across campuses and those studying at home.

	Sessions	Attendance
Academic Skills Workshops	56	520
Review Sessions	19	319

Most popular workshops for Summer 2023:

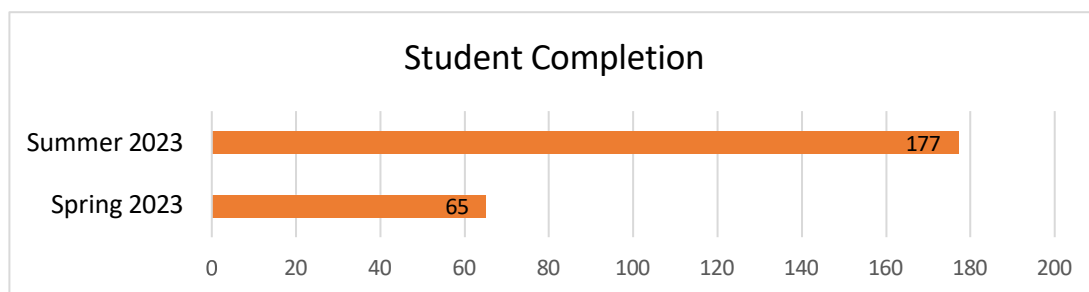
- Writing and Editing your ePortfolio **New for Summer 2023*

- Quote, Paraphrase and Summarize
- Master Your Memory
- Enhancing your Study Skills with Learning Approaches
- Exam Preparation
- Overcoming Procrastination

Asynchronous Workshops:

Beginning in Summer 2022, TLC piloted 3 fully only, on-demand, asynchronous Academic Skills Workshops. This has now expanded to 7 offerings, and we have seen a steady increase in students successfully completing the workshops and submitting their exit survey questions.

- The 7 offerings include: Exam Preparation Strategies, Power Phrasing: Using information from Sources, Time Management Strategies, Effective Editing, Reading Texts, Work Effectively in Teams, Pushing back Against Procrastination.



- Examining growth from last semester, completion has more than doubled, despite summer traditionally being a slower time of year for academic skills workshops as there are fewer students taking courses at this time of year.

Returning Students Support and Development Program for International Students:

In collaboration with International Academic Advising, the Returning Students Support and Development program was completed with another cohort of students in May 2023, to support re-enrollment in the Fall 2023 semester.

- 24 students enrolled.
- 83% completion rate including a one-on-one appointment with a Learning Strategist for custom strategy support.

Academic Integrity Initiatives:

In collaboration with KPU's Academic Integrity Team, The Learning Centres have started to incorporate updated initiatives into our current support models.

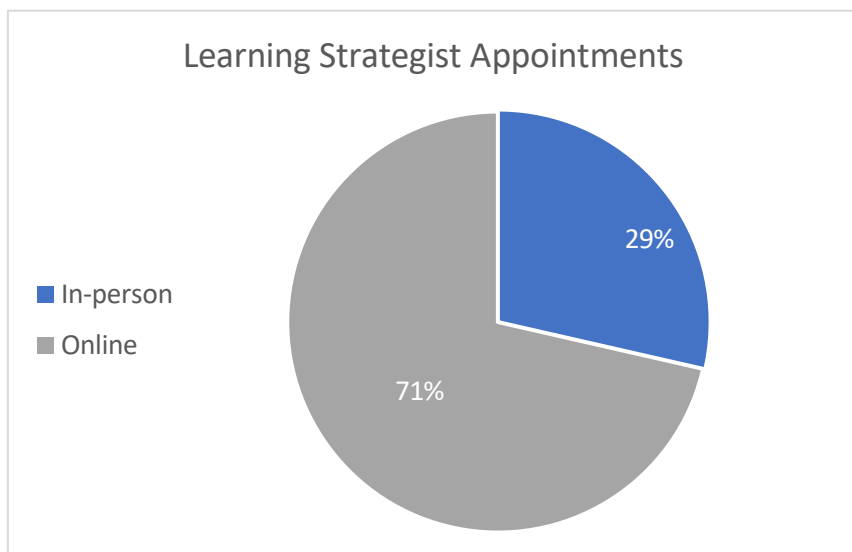
This includes:

- Providing ongoing information in Tutor Training Community of Practice meetings with a focus on Academic Integrity and ways to support tutees
- In collaboration with KPU Librarians, incorporating basic citation information into paraphrasing focused workshops
- Streamlining the process of student appointments with Learning Strategists in response to an Academic Integrity breach

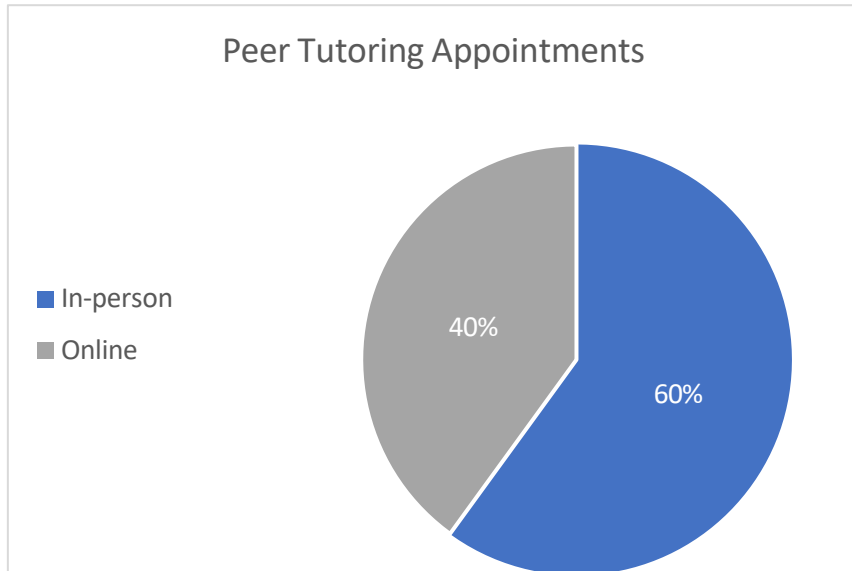
Student Support Appointments:

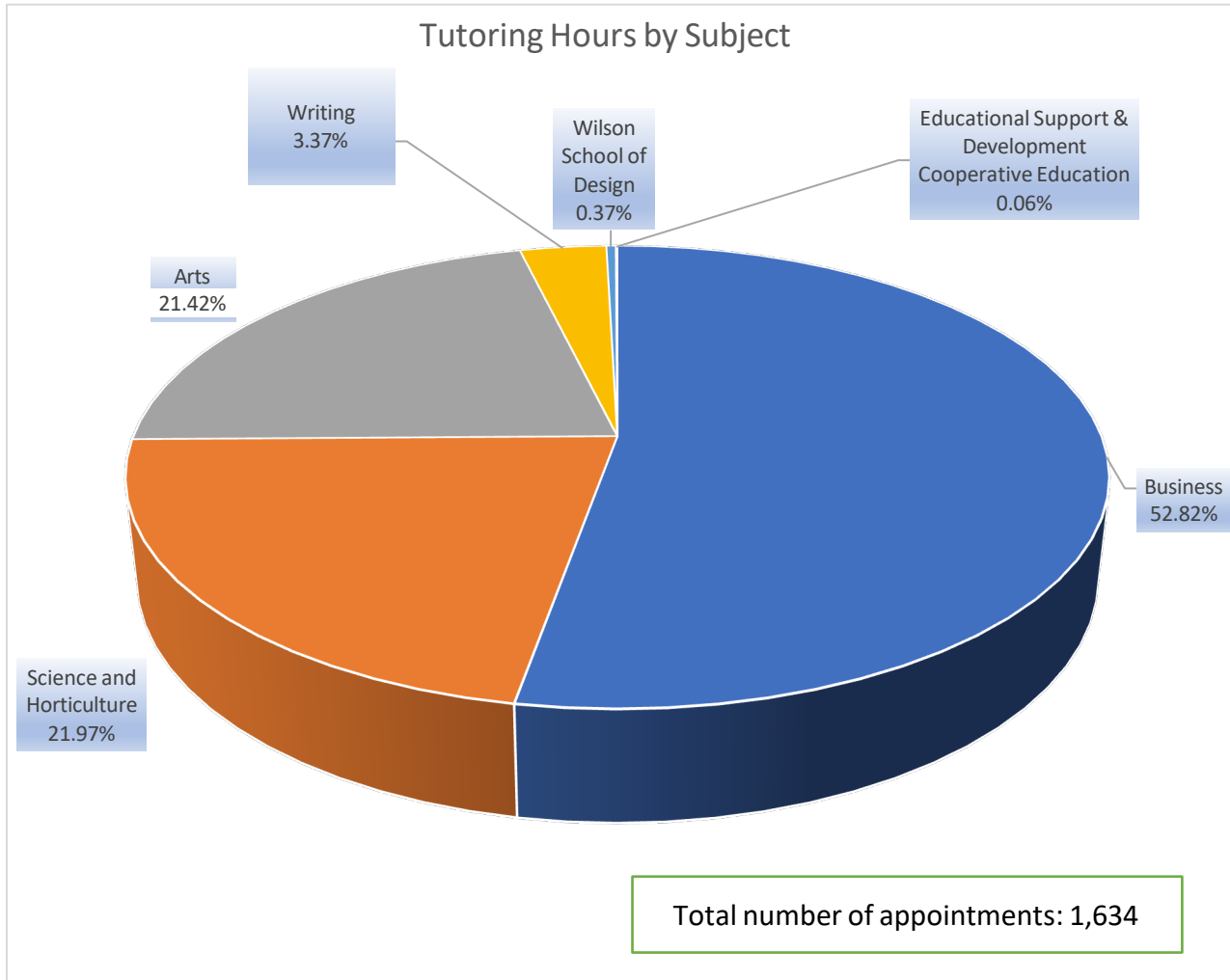
We offer both in-person and online appointments to help support students at all of our learning centres. Over the summer, we have seen more in-person appointments being booked with both Learning Strategists and Peer Tutors.

Learning Strategist Appointments:



Peer Tutoring Appointments:





SENATE STANDING COMMITTEE ON TEACHING AND LEARNING

Agenda Item: 5.3

Meeting Date: October 26, 2023

Presenter: Susan Xia

ACADEMIC INTEGRITY REPORT

Organizational Changes and Support

The Academic Integrity team is now located at Civic Plaza on the 5th floor and has grown over the past few months. Anna Robinson accepted the position of Manager of Academic Integrity earlier this year and Susan Xia is now permanently in the Academic Integrity Strategist role. The team welcomed Ikjyot Rehal as the inaugural Academic Integrity Liaison in August where she will be providing support for preventing, detecting, and responding to academic integrity breaches. A large part of her role is to assist with complex academic integrity breach cases that require time and expertise to solve. In addition, two Academic Integrity Student Ambassadors, Alejandra Silvera and Sehajpreet Kaur, will be supporting the Academic Integrity team until Spring 2024. Their role is to work with fellow students and help them understand the importance of academic integrity, and guide them in making responsible choices when completing their academic work.

Academic Integrity Week

KPU's second annual Academic Integrity Week was held October 16 – 20, 2023 in support of its key initiative in promoting a culture of academic integrity at KPU. The keynote address on Indigenous Academic Integrity from Keeta Gladue kicked off the week which included a host of activities for students, staff and faculty. The Academic Integrity Unit also collaborated with other departments including Teaching & Learning, the Learning Centres and the Library to put on various workshops and on-campus booths. The week culminated with a fun game of Academic Integrity Jeopardy hosted by our Academic Integrity Student Ambassadors.

2022-2023 Academic Integrity Stats

Provided below are the stats on reported academic integrity violations for Academic Year 2022.

Reported Alleged Academic Integrity Violations by Faculty				
	Fall 2022	Spring 2023	Summer 2023	Total
Academic & Career Preparation	2	18	0	20
Arts	158	144	102	404
Health	0	0	2	2
Science & Horticulture	20	7	9	36
Trades & Technology	0	0	2	2
Melville School of Business	133	160	107	400
Wilson School of Design	3	0	0	3
Total	316	329	222	867