

# Committee on the Learning Environment Transition Manual

Last updated: May 2018

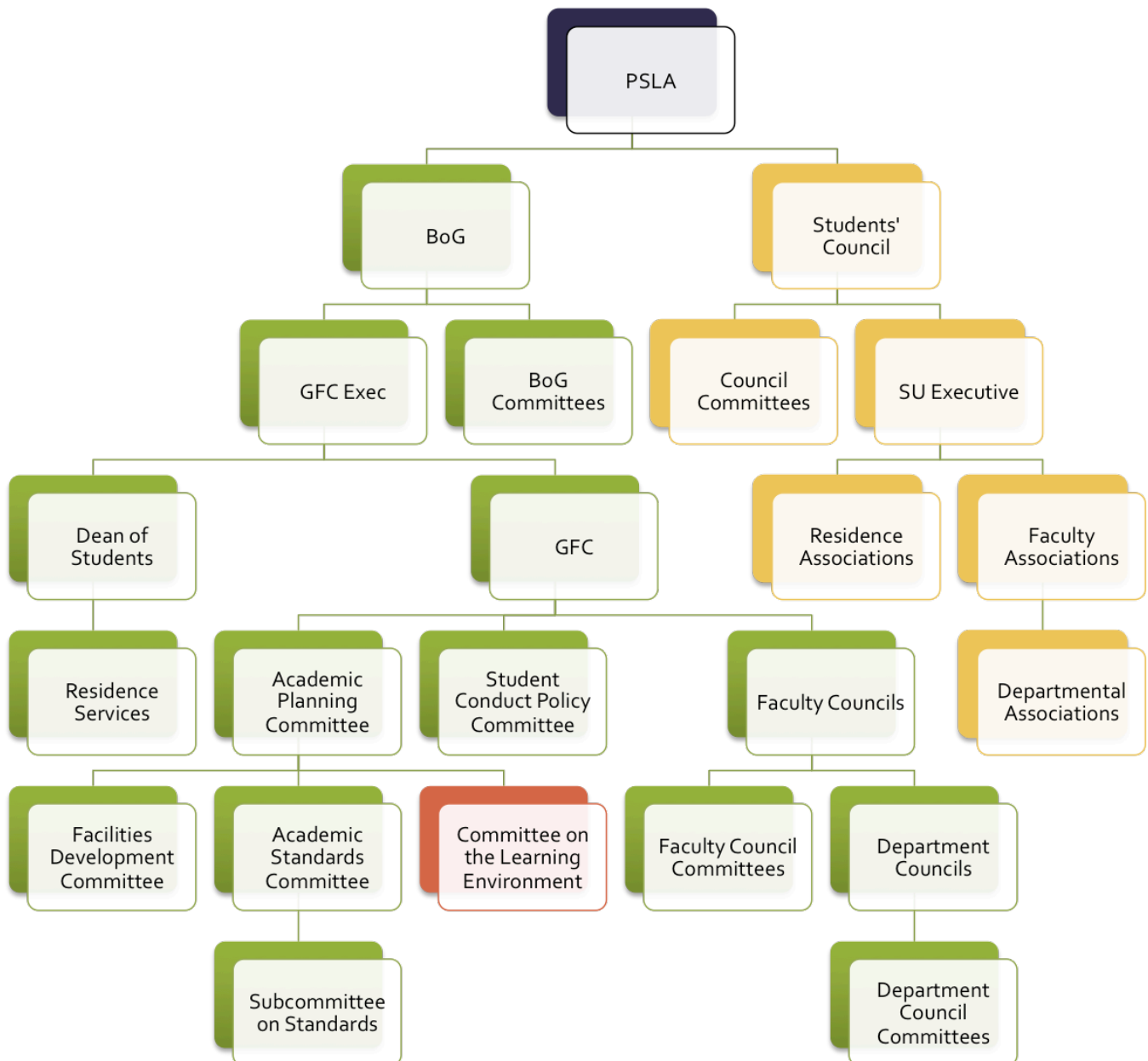
Where this transition manual deviates from University legislation, the University legislation will be taken as correct. You should always read them in addition to this manual in case information in the manual has become out-of-date.

## What is the Committee on the Learning Environment?

The Committee on the Learning Environment (CLE) is responsible for providing an optimal learning environment at the University of Alberta, through assessments, policies, and recommendations.

### Role in Governance Structures

Make recommendations to the GFC Academic Planning Committee (APC) and the GFC Executive Committee.



## Who Sits on this Committee?

Note: some of the representatives listed below may be delegates of the position listed, and therefore don't necessarily formally occupy the position they are listed under, but do currently fill that seat on this committee.

### *Voting Members*

- **Chair:** Provost & Vice-President (Academic)
  - Sarah Forgie - [sforgie@ualberta.ca](mailto:sforgie@ualberta.ca)
- Vice-President (Research)
  - VACANT
- Students' Union Vice-President (Academic)
  - Akanksha Bhatnagar - [vp.academic@su.ualberta.ca](mailto:vp.academic@su.ualberta.ca)
- Graduate Students' Association Vice-President (Academic)
  - Masoud Aliramezani - [gsa.vpacademic@ualberta.ca](mailto:gsa.vpacademic@ualberta.ca)
- Vice-Provost (Learning Services) and Chief Librarian
  - Kathleen DeLong - [kathleen.delong@ualberta.ca](mailto:kathleen.delong@ualberta.ca)
- Vice-Provost and Associate Vice-President (Information Technology)
  - Jeff Rawlings - [jeff.rawlings@ualberta.ca](mailto:jeff.rawlings@ualberta.ca)
- Director of the Centre for Teaching and Learning
  - Janice Miller-Young - [milleryo@ualberta.ca](mailto:milleryo@ualberta.ca)
- Vice-Provost and University Registrar
  - Norma Rodenburg - [norma.rodenburg@ualberta.ca](mailto:norma.rodenburg@ualberta.ca)
- Four staff representatives, elected by GFC
  - Eva Lemaire - [eva.lemaire@ualberta.ca](mailto:eva.lemaire@ualberta.ca)
  - Mani Vaidyanathan - [maniv@ualberta.ca](mailto:maniv@ualberta.ca)
  - Stanley Varnhagen - [stanley.varnhagen@ualberta.ca](mailto:stanley.varnhagen@ualberta.ca)
  - VACANT
- One support staff representative, elected by GFC
  - Robert Desjardins - [rob.desjardins@ualberta.ca](mailto:rob.desjardins@ualberta.ca)
- One Chair, selected by Chairs' Council
  - Samer Adeeb - [samer.adeeb@ualberta.ca](mailto:samer.adeeb@ualberta.ca)
- One Dean, selected by Deans' Council
  - Jennifer Tupper - [jatupper@ualberta.ca](mailto:jatupper@ualberta.ca)
- Two Associate Deans or Associate Chairs
  - Janice Causgrove Dunn - [janice.causgrovedunn@ualberta.ca](mailto:janice.causgrovedunn@ualberta.ca)
  - Janet Wesselius - [janet.wesselius@ualberta.ca](mailto:janet.wesselius@ualberta.ca)

- One staff representative who holds a major teaching award
- One undergraduate student
- One graduate student

## Duties and Responsibilities of the CLE

Review and implement the University's Academic Plan.

Review and recommend changes to policies on teaching, learning, teaching evaluation, and teaching recognition. Recommendations will be sent to APC or the GFC Executive.

Review and recommend changes to policies developed by the Learning Services units  
Develop policies to promote assessment of teaching, learning, and learning services throughout the University.

Nurture the development of innovative and creative learning services and teaching practices.

Encourage sharing and discussion of evidence about effective teaching, learning, and learning services.

Promote critical reflection on the impact of broad societal changes in teaching, learning, and the learning environment.

Promote projects that offer unique teaching and learning opportunities to benefit the university community.

## How to Add Agenda Items

Members wishing to add items to the agenda should contact either the Chair of the committee (Sarah Forgie - [sforgie@ualberta.ca](mailto:sforgie@ualberta.ca)) or the GFC Secretary (Meg Brolley - [meg.brolley@ualberta.ca](mailto:meg.brolley@ualberta.ca)) at least two weeks in advance.

## CLE Timeline

The agenda items will largely vary each month based on changes that are brought forward.

## Who to Ask Questions

The Students' Union representative on this committee (Reed Larsen - [president@su.ualberta.ca](mailto:president@su.ualberta.ca))

The Discover Governance office ([governance@su.ualberta.ca](mailto:governance@su.ualberta.ca))