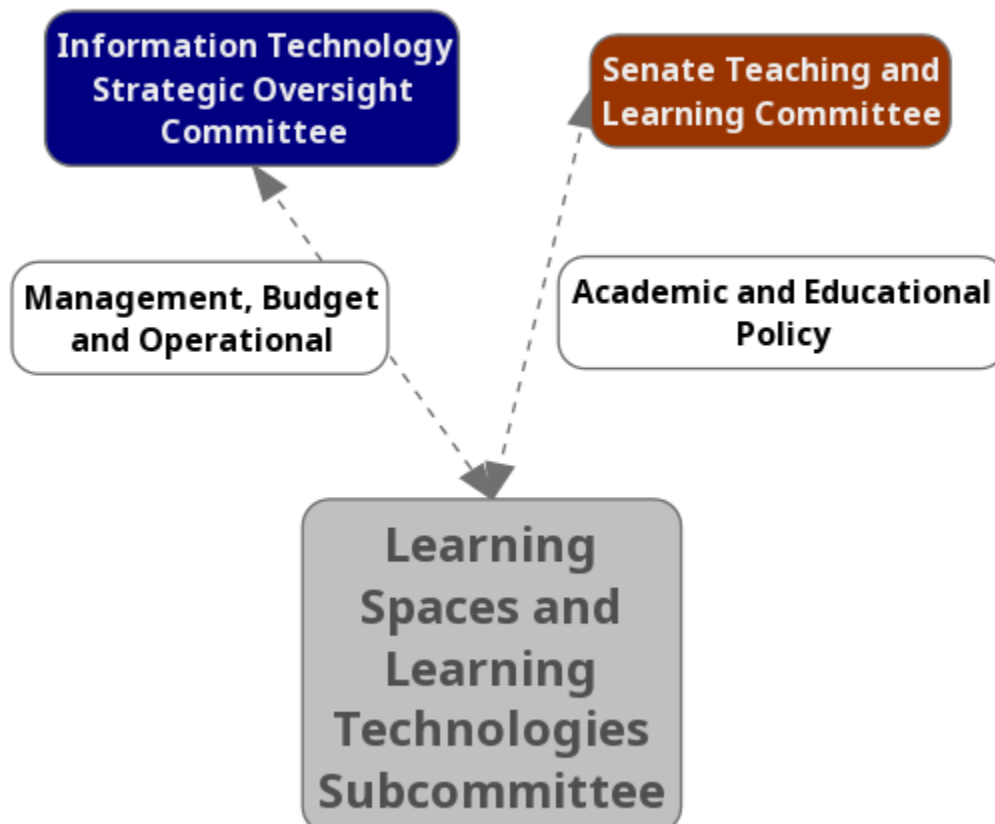


**Senate Teaching and Learning Committee and
Information Technology Strategic Oversight Committee
Learning Spaces and Technology (LSTS)
Sub-Committee Terms of Reference**

Approved by Senate Teaching and Learning Committee: November 24, 2017

Context

Learning Spaces and Technology Subcommittee is a subcommittee of both the Senate Teaching and Learning Committee and Information Technology Strategic Oversight Committee.



Depending on the issue the subcommittee will report to STLC and/or ITSOC.

- Senate is responsible for the educational policy of the University, such as academic decisions about programs, course content, and conferring degrees. Its decision-making overarching documents are the Strategic Plan and the Academic Plan that provide the context for academic proposals.
- ITSOC is co-chaired by the Provost and Vice-President Academic and the Vice-President Finance and Administration and reports to the Executive Team Working Group.

Scope

The Learning Spaces and Technology Subcommittee is concerned with the potential and existing technology in all learning spaces and learning technologies at Lakehead University. Learning spaces includes classrooms, studios, video-conferencing and immersive telepresence rooms, as well as informal learning spaces such as library group study rooms and lounges. Learning technology is defined as the broad range of communication, information and related technologies that can be used to support learning, teaching and assessment.

The Learning Spaces and Technology Subcommittee will develop and oversee direction, strategies, and plans for meaningful and innovative use of technologies which effectively evolve, enable, and support learning and teaching across the University. LSTS will identify opportunities for solutions that are broadly beneficial and/or specialized solutions/approaches that might be leveraged in multiple disciplines or areas, and make recommendations to ITSOC regarding development, funding, and policy.

Activities may include:

1. Identify, on an on-going basis, opportunities for improvement or innovation in teaching and learning that can be enabled by learning technologies within learning spaces and beyond.
2. Provide a forum where experiences in the use of teaching and learning technologies can be shared.
3. Craft a common vision for institutional teaching and learning systems and services which can provide broad campus benefit.

4. Oversee the development of policies regarding the use of learning technologies, in collaboration with other academic policy committees.
5. Oversee the identification, selection, adoption, and deployment of major learning technologies at the institutional level.
6. Provide ongoing guidance and recommendations regarding any significant issues that may arise with the use of learning technologies by students and faculty.
7. Provide recommendations to ITSOC regarding educational technology requirements in classrooms and other learning spaces.
8. Provide direction to prevent, where appropriate, unnecessary redundancy or non-sustainable service implementations and their resulting inefficiencies and risks.

Membership

Chair: University Librarian and Vice-Provost (Teaching and Learning)

Resource Members: TSC Multimedia Technician, TSC Desktop, TSC Orillia upon request

Voting Members:

- Four tenured or tenure-track faculty members nominated by the Senate Teaching and Learning Committee, at least one of whom is a member of the STLC and one is from the Orillia campus.
- TSC Manager Data / Voice and Multimedia
- TSC Manager Server Desktop and Client Services
- Instructional Technology/Education Librarian
- Online Learning Librarian (Orillia)
- Chair representative appointed by the Provost
- Director, Physical Plant (or designate)
- Teaching Commons, Coordinator of Learning Technologies and Innovation
- Teaching Commons, Coordinator of Instructional Development
- Teaching Commons, Indigenous Curriculum Specialist
- Representative from the Student Success Centre
- Student as nominated by LUSU (two year term)

As much as possible, the Chair, Faculty members, and student shall be chosen to represent different faculties.

Seven (7) days notice shall be given for all meetings except that a meeting may be held at any time without due notice if all members of the Committee are able to be present and/or consent thereto.

Quorum: A simple majority of all filled positions

The subcommittee shall meet at least once each term.

Secretary will be provided by the Office of the University Librarian and Vice-Provost (Teaching and Learning)