

UFV Learning Environment Advisory Group (LEAG)

Terms of Reference

Mission

The Learning Environment Advisory Group (LEAG) is to provide advice, consultation and support to the UFV community regarding campus learning spaces. The committee is also charged with disseminating funds for use of classroom and/or learning space upgrades and redevelopment. The committee acknowledges that most of our students' learning over several years occurs outside of the classroom. As such, classroom design is an important component of the advising capacity of the committee, but it also recognizes the importance of spaces outside of the classroom where students congregate to learn and the need to consider how those spaces best meet the learning needs of students.

Guiding Principles

Accessibility: Ensure that educational spaces are easily accessible for all students.

Pedagogy-driven: Ensure learning spaces support UFV's educational goals.

Common standards: Support common standards for developing educational spaces and resources; however specialized spaces that support specific learning requirements are also recognized as important to the learning goals of UFV.

Learning flexibility: Encourage space that enables collaboration, knowledge acquisition, research, and flexibility in use including mobile technologies.

Affordability: Strive for efficient and cost-effective use of resources that support as many students as possible.

Environmental Responsibility: Support the institutional culture of environmental sustainability by encouraging environmentally responsible decision-making and planning.

Goals

- To examine the need for learning spaces (i.e., classrooms, teaching laboratories, and informal learning spaces) and recommend, in general terms, the number, size, type, and location of the space(s) required.
- To develop a plan for equipping and refurbishing learning spaces.
- To promote and identify opportunities for the development and enhancement of student informal learning spaces.
- To develop and advise on standards as they relate to learning spaces, e.g. furnishings, acoustics, design, equipment, etc.

- To advise on plans, priorities and strategies for addressing the technology requirements of the University's learning spaces.
- To review and advise on policies and practices for the use of learning spaces.
- To review and advise on any other matters that relate to the provision and use of learning spaces.

Membership

Membership should include a broad range from the university community including representation from

- Information Technology Services
- Teaching and Learning Centre
- Facilities
- Finance
- Faculty members
- Advising
- Students
- Office of the Registrar
- Centre for Accessibility Services

LEAG is chaired by the AVP, Teaching and Learning.

Meetings, Agendas, Records and Reporting

- Meetings will be held a minimum of twice per semester during an academic year, or on an as-needed basis.
- Meeting dates and times will be agreed upon by the Committee.
- The Chair will be responsible for ensuring that meeting agendas are sent out to all members at least one week prior to the meeting date.
- Minutes will be recorded during all meetings and will be sent to all the committee members before the next meeting.
- Meetings will be open to the public.

Administrative Support

Office of the AVP, Teaching and Learning