

- 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

- Teaching and Learning Centre
- Educational Technology Services,
- Information Technology Services
- Facilities
- Finance
- Faculty members
- Advising
- Students

LEAG is chaired by the Director, Teaching and Learning.

Meetings, Agenda, 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 Director, Teaching and Learning