

# Teaching with SSCL: FAQs for New Instructors

## ***What is SSCL?***

Saskatoon Seniors Continued Learning (SSCL) is a non-profit partnered with the University of Saskatchewan to offer engaging, non-credit courses for adults 55+. Courses are taught by instructors affiliated with the University of Saskatchewan (i.e., professors, sessional lecturers, PhD candidates) and the operations are supported by a Program Manager and volunteer Board.

## ***What qualifications are required to teach with SSCL?***

Instructors must be affiliated with the University of Saskatchewan—this includes current or retired faculty, sessional lecturers, and PhD candidates. While most courses come through the College of Arts & Science, proposals are welcome from all Colleges, including St. Thomas More.

## ***When are courses?***

SSCL runs three terms each year: Fall (September–November), Winter (January–March), and Spring (March–May). Courses are 8 weeks long, with one 2-hour class per week.

## ***How are courses selected?***

Once your course proposal is received, the Program Manager collates all submissions and presents them to the SSCL Program Committee who then approves each term's courses.

## ***How do I submit a proposal?***

You can submit online: <https://forms.office.com/r/cKxabuCi93>

<b>2025-26 TERMS</b>	<b>DEADLINE TO RECEIVE PROPOSALS</b>
Fall Term (Sep.2025-Nov.2025)	June 16
Winter Term (Jan.2026-Mar.2026)	October 20
Spring (Mar.2026-May 2026)	November 17

## ***Can I only submit one course proposal?***

You're welcome to submit multiple course proposals! Please make a separate submission for each one. Offering a variety of topics gives the SSCL Program Committee more options to consider when building the upcoming term's schedule.

# Teaching with SSCL: FAQs for New Instructors

***What is the course delivery method?***

Most courses are hybrid: in-person at the University (ARTS 202) and online via Zoom. Some instructors teach online-only, though this is less common.

***What is the honorarium to teach with SSCL?***

As of September 2025: \$1,650 for online-only delivery and \$1,800 for hybrid delivery.

***Do I need permission to teach with SSCL?***

Only if you're a member of the University of Saskatchewan Faculty Association or the St. Thomas More College Faculty Association. In that case we need a letter from your Dean or Department Head approving your teaching appointment.

***Are there any health care benefits?***

There are no health care benefits in the contract with SSCL, only a monetary honorarium.

***Do I need to charge GST on my honorarium?***

Only if your total earnings across all contracts (not just SSCL) exceed \$30,000 in the fiscal year. In that case, SSCL can apply and report GST accordingly.

***Will I know how many enrolments I have?***

Yes. About one week before your class begins, the Zoom Lead will email you the number of in-person and online enrolments.

***What is the likelihood my course will be cancelled?***

Rare. Courses with fewer than 10 enrolments are cancelled. Courses with 10–15 are reviewed by the Program Committee; courses with 15+ run as planned.

***Do I get a full list of students with contact information?***

No student emails are shared.

# Teaching with SSCL: FAQs for New Instructors

***I'm used to working on CANVAS. Where can I share my PowerPoint and other documents with students?***

SSCL does not currently have access to the CANVAS platform. As an alternative, you may setup a shared folder in your personal OneDrive (we will send instructions). After adding whatever files you want, you will share the link with us which will in turn be sent out to all students from our end.

***How will I set up Zoom if I don't have student email addresses?***

You won't need to - our amazing Zoom Lead takes care of all the Zoom link setup for you!

***Are the students all seniors?***

The students are all members of SSCL, aged 55+.

***Do I have access to a microphone?***

Yes. A cabinet at the front of the classroom (under the computer) contains a lapel microphone for you and a handheld wireless microphone for student questions. You will be provided with the code to unlock the cabinet. A control box beside the computer manages the audio and video. Spare batteries are usually available in the cabinet, though occasionally they are depleted without notice.

***What technical support is available?***

IT support from the University of Saskatchewan is available but should be contacted only in emergencies at 306-966-4263. If you are unfamiliar with the classroom technology, please schedule a tutorial with IT before the start of your course. SSCL in-class monitors cannot provide technical support.

***What in-class support is there for the Q&A?***

SSCL provides volunteer monitors to support both classroom and online participation. You will be sent their contact information before the start of your course.

***Who do I contact if I have a problem or am sick?***

Please phone your Zoom Monitor right away. The Zoom Monitor (or Lead) can notify both in-person and online registrants if the class is cancelled.