

**MEMORIAL UNIVERSITY**  
**TEACHING AND LEARNING FRAMEWORK (TLF)**  
**APRIL 1<sup>st</sup>, 2014 - MARCH 31<sup>st</sup>, 2017**

**PRIMARY TLF RECOMMENDATIONS: WORK TO DATE, PRIORITIES AND ACTIONS**

<b>TLF RECOMMENDATIONS</b>	<b>WORK TO DATE (2011-2014)</b>	<b>PRIORITIES (&amp; Key Ideas)</b>	<b>ACTIONS</b>	
			<i>Item</i>	<i>Person(s) Responsible</i>
<p>The University community identifies people and structures responsible for realizing the Teaching and Learning Framework and enhancing the teaching and learning community at Memorial University</p>	<ul style="list-style-type: none"> <li>• Doreen Neville and Albert Johnson provided leadership during TLF planning phase but no formal structures in place</li> <li>• Advisory Committee Chairs, Working Group and Steering Committee continued oversight during the TLF Planning phase</li> <li>• Communication and administrative support obtained through one time funding (ended in 2013)</li> <li>• Continued communications support provided through the Office of the Provost and VPA</li> <li>• Grenfell campus (GC) held two campus-wide consultation sessions for students, faculty and staff</li> <li>• GC Identified enhancements to implement and established a Teaching and Learning Group</li> <li>• Marine Institute (MI) integrated Teaching and Learning into its strategic planning process</li> </ul>	<p>Create structures to support teaching and learning activities</p> <ul style="list-style-type: none"> <li>• Office of Teaching and Learning</li> <li>• Unit-level structures and resources</li> <li>• Steering Committee to oversee annual allocations from the TLF \$1.2M Fund</li> <li>• Resources to support teaching and learning activities arising from units, faculties and schools</li> </ul>	<p>Establish Office of Teaching and Learning</p> <ul style="list-style-type: none"> <li>• Build on existing resources in DELTS</li> <li>• Resource TLF support and coordination activities within DELTS</li> <li>• Rename/refocus DELTS as Center for Teaching and Learning Support</li> </ul>	<p>Office of Provost/VPA (DN)</p>
			<p>Establish Teaching Chairs within each Faculty/School</p> <ul style="list-style-type: none"> <li>• Support Deans Council working group proposal for faculty-level Teaching Chairs</li> <li>• Create and support forum for information/idea exchange and development of cross-unit proposals to support teaching and learning</li> </ul>	<p>Office of Provost/VPA (NG) Deans SJC AVPA GC AVPA MI  TLF Coordinator Teaching Chairs</p>
			<p>Establish faculty/school-level Teaching and Learning Committees</p>	<p>Deans SJC AVPA GC AVPA MI Teaching Chairs</p>
			<p>Establish Steering Committee to oversee utilization and impact of 1.2M annual fund</p> <ul style="list-style-type: none"> <li>• AVPA (PPP) Chair</li> <li>• AVPA GC</li> <li>• AVPA MI</li> <li>• Dean, School of Graduate Studies</li> </ul>	<p>Office of Provost/VPA (NG)</p>
			<p>Establish annual funding competition to support proposals from units, faculties and schools that address TLF priorities on The St. John's campus (SJC)</p>	<p>Office of Provost/VPA (NG)</p>

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			Item	Person(s) Responsible
Instructional design and delivery support available to all educators	<ul style="list-style-type: none"> <li>Teaching and Learning website developed</li> <li>Teaching Skills Enhancement Program (TSEP) completed its second year. 150 faculty and graduate students have participated in the program</li> <li>Faculty/staff participated in TSEP (GC)</li> <li>Teaching Support at Grenfell (GC)</li> <li>Teaching Committee revitalized (GC)</li> <li>Embedded teaching support in the Faculty of Engineering and the School of Social Work</li> <li>DELTS offers a suite of professional development experiences for educators in a blended format with in-person sessions and web-based resources accessible 24/7</li> </ul>	<p>Expand resources available to all educators with respect to:</p> <ul style="list-style-type: none"> <li>Universal curriculum design principles</li> <li>Tools to enhance instructional excellence</li> <li>Strategies for supporting diverse and vulnerable learners</li> </ul>	Develop additional online and blended format professional development experiences with respect to identified priority areas	DELTS/Centre for Teaching and Learning Support
Assistance for students who are experiencing academic challenges, especially in first year	<ul style="list-style-type: none"> <li>First Year Success Program (FYSP) pilot launched September 2012 in the Faculty of Arts (FOA), currently in the 3<sup>rd</sup> year</li> <li>Steps to Success Program at Grenfell (GC)</li> <li>Review of Summer Bridge Program at Grenfell (GC)</li> <li>Developed a Writing Centre on MI campus (MI)</li> <li>Report completed regarding students requiring accommodations for learning needs associated with disabilities and/or mental health issues - Healthy Campus Model recommended and leadership responsibility assigned to the Deputy Provost (Students) and the Director of Human Resources fall 2013</li> <li>Report completed summer 2014 on students vulnerable because of diverse culture and/or second language</li> </ul>	Expand academic supports for all students	Provide increased support to the FOA Writing Centre in recognition of its role within the broader university community	Provost Dean FOA
			Complete evaluation of FYSP	Dean FOA
			Expand FYSP program offerings/components to other undergraduate students (as appropriate, based on the evaluation of the FYSP)	Provost Deans SJC

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Opportunities for engagement among students, educators and the community at large	<ul style="list-style-type: none"> <li>To provide students with opportunities for service learning and other forms of experiential learning underway but impacted by reorganization of the Deputy Provost- Students portfolio</li> <li>Student award for self-directed learning in progress</li> <li>Professional Development experienced offered on Experiential Learning</li> <li>Math Circles Outreach Program at Grenfell (GC)</li> </ul>	Communication and connectivity <ul style="list-style-type: none"> <li>Reach the unreachable – all stakeholders</li> <li>Inclusive communication/ scheduling for teaching and learning initiatives</li> </ul>	Establish President's Award for Outstanding Self-Directed Learning <ul style="list-style-type: none"> <li>Student led proposal for the award has been reviewed by the Advisory Chairs and Working Group of the TLF during the Planning Phase</li> <li>Bring forward proposal to the Office of the President</li> </ul>	AVPA (PPP) in consultation with the President, Provost and Deputy Provost, Students
	<ul style="list-style-type: none"> <li>A presentation has been made to the Senate Committee on Course Evaluation outlining a number of options available to faculty for formative and summative evaluation of courses other than the CEQ</li> </ul>	Recognition of prior learning – transfer credit, challenge for credit	Continue to work with Office of the Registrar and Senate to expand recognition of prior learning at Memorial	Office of Provost/VPA
	<ul style="list-style-type: none"> <li>Professional development experience offered each semester to educators on formative and summative course evaluation</li> <li>Prior Learning and Assessment regulations revisions are going forward to SCUGS for the September 2014 meeting</li> </ul>	Active learning and engagement <ul style="list-style-type: none"> <li>Hybrid/blended learning</li> </ul>	Encourage proposals from Teaching Chairs to address this recommendation	TL Coordinator Teaching Chairs
Flexibility in course scheduling, delivery methods and evaluation strategies to accommodate the needs of our diverse learners and programs				

## ADDITIONAL TLF RECOMMENDATIONS: WORK TO DATE (PRIORITIES AND ACTIONS TO FOLLOW FROM THE PRIMARY PLAN)

TLF RECOMMENDATIONS	WORK TO DATE (2011-2014)
Student and educator engagement in the first year and throughout programs (including appropriate class sizes, suitability of formal learning spaces, interaction with inspiring people and ideas)	<ul style="list-style-type: none"> <li>• Technology upgrades to student laboratories (MI)</li> <li>• Program enhancements: Safety and Emergency Response Training (SERT) Centre, Bachelor of Technology, Bachelor of Maritime Studies (MI)</li> <li>• Review of the Grenfell Core Curriculum (GC)</li> <li>• WOW experience blog launched September 2011 teachingandlearning.mun.ca</li> <li>• Award-winning Teaching and Learning website launched in September 2012</li> <li>• Workshop series on engagement in large classes with Leslie Reid and Melissa Boyce, University of Calgary</li> <li>• Established Project Engage in Teaching for a three-year pilot September 2013</li> <li>• Comprehensive strategy for the assessment of educator and student engagement scheduled for completion early in 2015</li> </ul>
Comprehensive student support services that are integrated and coordinated	<ul style="list-style-type: none"> <li>• Inventory of student support services completed</li> </ul>
Comprehensive orientation for all incoming undergraduate and graduate students	<ul style="list-style-type: none"> <li>• Planning underway for next year</li> </ul>
Appropriate orientation for all incoming educators	<ul style="list-style-type: none"> <li>• TLF introduced during Faculty Orientation starting 2011 and followed up with brown-bag lunches over a one-year period</li> </ul>
Recognition of teaching quality (including in the promotion and tenure process, in the establishment of University Awards and Chairs and the support of research in the scholarship of teaching and learning)	<ul style="list-style-type: none"> <li>• Three teaching awards launched for: 1) early-tenured faculty, 2) non-faculty educators, and 3) graduate student supervision</li> <li>• SCSU Teaching Awards (GC)</li> <li>• Proposal to establish an externally funded university Teaching Chair was submitted to the President; Deans Council submitted a proposal for funding of faculty/school-level Teaching Chairs</li> <li>• Communications activities shine a light on high quality teaching and learning on an ongoing basis</li> <li>• Regular TLF feature in the Gazette in every third issue</li> </ul>
Recognition of the contribution of all educators and partners in the teaching and learning enterprise	<ul style="list-style-type: none"> <li>• Teaching award for non-faculty educators launched</li> </ul>
Informal gathering/learning spaces for all members of the university community	<ul style="list-style-type: none"> <li>• Gathering space in the Arts Atrium and the second floor of the chemistry building enhanced</li> <li>• Funding to enhance student gathering space in Human Kinetics &amp; Recreation and Education buildings allocated in CTIF 2012/13</li> <li>• Gathering space on the second floor alcove in the Education building</li> <li>• Support for additional gathering spaces will be brought forward for funding consideration through CTIF</li> </ul>
Course and program evaluation strategies to measure achievement of learning outcomes	<ul style="list-style-type: none"> <li>• Curriculum mapping activities completed in the Faculty of Education and ongoing in the School of Nursing, Faculty of Engineering and Applied Science, the School of Social Work, and the School of Pharmacy</li> <li>• DELTS Instructional Designers/Teaching Consultants designed a menu of student evaluation options for educator consideration</li> <li>• Professional development sessions on student assessment</li> </ul>
A teaching and learning plan that includes a monitoring and evaluation framework	<ul style="list-style-type: none"> <li>• Evaluation plan for initiatives under each TLF recommendation has accompanied each proposal</li> <li>• <b>Teaching and Learning Plan for 2014-2017 outlined above</b></li> </ul>