Teaching and Learning Framework Fund  
St. John’s Campus Funding Competition  
Terms of Reference

Background

The Teaching and Learning Framework (TLF) highlights the desired qualities of Memorial graduates, articulates the core values and principles of teaching and learning, describes the characteristics of a vibrant teaching and learning community at Memorial University and recommends several key areas which warrant immediate attention and follow-up. In 2014, Vice-Presidents Council approved an annual allocation of $1.2M to the TLF Fund. The purpose of the TLF Fund is to support university activities which: foster the development of the desired qualities in our graduates; contribute to the enhancement of our teaching and learning community; and/or address one or more of the specific recommendations of the TLF, as summarized and presented in Appendix A.

One component of the macro-plan for deployment of the TLF Fund was the allocation of $550,000 to an annual funding competition for the St. John’s campus.

Purpose and Objectives of the St. John’s Campus TLF Funding Competition

The St. John’s Campus TLF Funding Competition (2014-2017) was established to encourage the exploration of creative and innovative practices in teaching and learning on the St. John’s campus. One time (non-base) funding will be available to support short-term (1-2 year maximum duration) pilot projects (or development of proposals for pilot projects) and proof of concept type initiatives.

The objectives of the competition are to identify teaching and learning programs and approaches that are evidence-based and have demonstrated capacity to:

- contribute to the development of the desired qualities in our graduates;
- enhance the teaching and learning experience for learners and educators;
- contribute to student success, including achievement of identified learning outcomes;
- enhance the flexibility of the teaching and learning environment with respect to program design, mode of delivery and scheduling; and
- facilitate critical thinking and interaction among learners, educators, researchers, staff and the community.
Eligibility

All full-time employees (educators and staff) and students on the St. John’s campus are eligible to apply as principal applicants. The term of employment for employees must cover the period of the proposed project. Students must be enrolled full-time for the period of the proposed project.

Other individuals eligible to apply as co-applicants, with full-time employees or students from the St. John’s campus who are named as principal applicant include: full-time employees and students from other Memorial University campuses (if the proposed project is multi-campus in scope); part-time employees and students of Memorial University, St. John’s campus; and members of the general community.

Criteria

Applications will be evaluated based on the following criteria:

- the potential to impact a significant number of students and/or educators;
- the potential for transferability and broad application beyond a single course or discipline;
- innovative use of modern information and communications technology;
- multi-disciplinary, cross portfolio and/or cross campus collaboration;
- rigor of the proposal, including evaluation strategies;
- the potential to address the recommendations of the TLF, the TLF Strategic Plan (2014-2017) and/or other university documents relevant to the teaching and learning environment on the St. John’s campus.
- Proposals for classroom or other learning space renovation that would normally be submitted to the annual Classroom Teaching and Infrastructure Fund (CTIF) will not be considered unless a case can be made for exceptional circumstances

Value

For the 2015 competition, a total of $1.1M will be available (combining the annual allocations for fiscal years 2014-2015 and 2015-2016). For fiscal year 2016-2017 the amount available for the funding competition will be $550,000.

Deadline

Applications for the 2015-2016 TLF Funding Competition must be received electronically by 5 p.m. on Monday, June 1, 2015. Application guidelines and a proposal format will be finalized and circulated by March 30th, 2015. An on-line application form will be available by April 15th 2015.
Adjudication Process

Adjudication of proposals received will be the responsibility of a panel established by the provost and chaired by the associate vice-president (academic), planning, priorities and programs. The panel will consist of eight members plus the chair, with representatives including educators, students and academic support staff. The provost will be responsible for making the final decisions regarding funding, based on recommendations received from the adjudication panel.