

Operational Plan 2017

INSTITUTE FOR TEACHING AND LEARNING INNOVATION

Version: 2.7

March 20, 2017

VISION

Knowledge leadership in teaching and learning innovation and excellence to improve the student experience

OUR VALUES

Service oriented

High quality, staff and student-focussed assistance is at the heart of ITaLI's service provision to develop and enhance teaching and learning practices, resources and policies.

Evidence-based

Student feedback, teaching experience and academic literature guide ITaLI's practice.

Innovative

New approaches to curriculum, pedagogy and assessment, including the application of leading edge technology, are designed to enhance learning for students and staff.

Continual enhancement

To ensure UQ operates at the cutting edge of teaching and learning, ITaLI strives to remain at the forefront of best practice.

Strategic and sustainable

Academic needs and institutional goals are at the heart of our programs and services.

Globally engaged

A global audience of learners in our online teaching assists us to contribute to international best practice.

Collaborative

Partnerships within and beyond the University ensure ITaLI is relevant and optimises resources.

Inclusive and transparent

A transparent and inclusive governance structure guides our operational practice.

ITaLI OPERATIONAL PLAN 2017

ACTIONS <i>[How are we going to do it?]</i>	RESPONSIBILITY <i>[Who will lead and who will contribute to the action?]</i>	PERFORMANCE MEASURE <i>[How will we know we are successful in achieving the action?]</i>	COMPLETION <i>[When will the action be complete]</i>	UQ STUDENT STRATEGY <i>[How our activities align with the UQ Student Strategy - if relevant]</i>
OBJECTIVE (1) <i>[Where do we want to be?]</i>				

ACTIONS	RESPONSIBILITY	PERFORMANCE MEASURE	COMPLETION	UQ STUDENT STRATEGY
OBJECTIVE 1 : REFINE AND IMPROVE ITaLI'S OPERATIONAL MODEL AND OUTREACH				
1. Develop a business case for UQx 2018 and beyond	PVCTL, UQx, BM	<ul style="list-style-type: none"> Complete business case 	Jun 2017	G2.1, G2.2, G3.3
2. Develop and implement a stakeholder engagement and feedback framework	PVCTL, BM	<ul style="list-style-type: none"> Framework developed Feedback reported as baseline data to identify areas for service improvement & outline actions for service improvements in Q3 & Q4 data 2017 feedback outcomes reported with evidence of service improvements if required from Q2 vs Q3 & Q4 	May 2017 July 2017 Dec 2017	G3.3, G3.4
3. Improve ITaLI communications activities	BM PMSS, BM	<ul style="list-style-type: none"> Complete revision of ITaLI website, including integrating UQx website Revise ITaLI communications plan 	Jun 2017 Apr 2017	G3.5
4. Ensure ITaLI Academic staff are affiliated/embedded in schools	PVCTL, APHE	<ul style="list-style-type: none"> All ITaLI Academic staff affiliated with/embedded in a UQ School 	Jul 2017	G3.3
5. Leverage UQx outputs in on campus teaching	UQx	<ul style="list-style-type: none"> Achieve 5% of UQ students enrolling in UQx MOOCs and SPOCs Achieve 10% of UQx MOOCs integrated into on campus courses Create 4 UQx SPOCs & content resources for UQ Students Complete PSYC1030x project Assess impact of first semester trial of PSYC1030x project 	Dec 2017 Dec 2017 Dec 2017 Jul 2017 Sep 2017	G2.1, G3.3
6. Improve course and teaching quality instruments and processes	EM	<ul style="list-style-type: none"> Reduce average erroneous SECaT surveys from about 15 teachers per semester to less than 10 teachers per semester Implement School-based SETutor ordering system to avoid erroneous SETutor surveys and duplication. Action feature requests for Business Objects Reports to provide academic analytics functions for SECaT data Implement self-selected formative survey system Implement photo system within SECaT & SETutor surveys Implement optional question bank 	Dec 2017 Jun 2017 Jun 2017 Dec 2017 Dec 2017 Dec 2017	G2.4, G3.4
7. Provide alerts and reports relating to student activity and progress to teaching staff, teaching support staff and students	LAM, PMSS	<ul style="list-style-type: none"> Provision of Stage 1 of dynamic reports and visual information delivered via student and teacher dashboards 	Dec 2017	G2.4
8. Coordinate Teaching Metrics Working Party	EM	<ul style="list-style-type: none"> Working party documentation submitted to Teaching and Learning Committee 	Dec 2017	G2.4
9. Develop and deliver a support system for teachers and courses	PVCTL, APHE, EM	<ul style="list-style-type: none"> 20 consultations carried out per semester 	DEC 2017	G3.3, G3.4

10. Develop and manage a UQ-wide T&L public seminar and showcase program	PVCTL, APHE	› Deliver 10 ITaLI Teaching Masterclasses annually	Dec 2017	G3.3, G3.4, G3.5
11. Develop a system of HEA-aligned professional learning opportunities for UQ staff. <i>(Pending pilot outcomes)</i>	PVCTL, APHE	› UQ professional development opportunities recognised as HEA aligned › Applicants from UQ gain HEA Fellow status	Dec 2017 Dec 2017	G3.4, G3.5
12. Provide a comprehensive and sustainable professional learning framework for staff engaged in T & L	PVCTL, APHE, PMSS	› Framework developed and endorsed › Develop marketing program for professional learning activities	Jun 2017 Jun 2017	G3.4, G3.5
13. Deliver an integrated suite of T & L professional learning framework activities	PVCTL, APHE	› Achieve a minimum level of 15% of discrete Academic teaching staff attending	Dec 2017	G3.4, G3.5
14. Develop a suite of on-demand, online professional learning resources	PVCTL, APHE, ILDTL	› 50% of ITaLI professional learning courses have an online presence (including FAB resources) › Create a suite of products to ensure the design methodology of online learning and dissemination impact on on-campus teaching	Dec 2017 Jun 2017	G3.4, G3.5
15. Provide oversight of the implementation of the Student Strategy	PVCTL, PMSS	› Establish governance and delivery framework › Monitor and support delivery of 2017 tranche of student strategy › Complete 2018 Student Strategy budget	Mar 2017 Dec 2017 Oct 2017	
16. Provide subject matter and operational expertise as required	PVCTL, PMSS	› Service/support the Student Strategy steering groups	Ongoing	

APHE - Associate Professor of Higher Education

BM - Business Manager

EM - Evaluations Manager

LAM - Learning Analytics Manager

PMSS – Program Manager Student Strategy

PVCTL - Pro-Vice-Chancellor (Teaching & Learning)

UQx - UQx Manager