Septennial Review of The Institute for Teaching and Learning Innovation (ITaLI)

Terms of Reference for Review

Adapted from [PPL 1.40.07](#) Reviews of Academic and Administrative Service Units and [PPL 1.40.08](#) Reviews of University Institutes and Centres.

1. Functions and Goals

a) assess whether the identified functions and goals of ITaLI are consistent with UQ strategy and planning, and the University's general objectives in learning, discovery and engagement

b) assess whether the identified functions and goals of ITaLI are clearly articulated, aligned and enacted with respect to the strategic objectives of the Faculties

2. Service Expectations

identify the institution's service expectations for ITaLI with respect to supporting the Faculties achieve their strategic objectives and assess ITaLI's ability to meet them

3. Service Culture

seek and evaluate client views of the unit's service culture and identify strengths and opportunities for improvement over the short and long term

4. Scope of Activities

a) review the scope of current and planned work and mechanisms by which work is allocated to the unit, and the role and capacity of ITaLI to support faculty led change, including the nature of connectivity across ITaLI and Faculties

b) identify the essential relationships which are required to augment and deliver ITaLI's activities, functions and services

5. Organisational Structure

(a) review the organisational structure, service strategy, planning and design, and staffing of the unit in the context of its ability to meet its identified functions and goals

(b) review of governance arrangements and operation of decision-making functions

6. Research

review ITaLI's contributions to informing, advancing, embedding and creating new knowledge across the university in research-based teaching and learning technologies, pedagogies and leadership and in the delivery of ITaLI's services

7. Resources

assess the level of resources needed for effective support of the unit

8. Key Performance Indicators

identify key performance indicators relevant to a customer service focused unit for future evaluation

9. Equity and Diversity

consider the performance of the Unit in equity and diversity issues and the procedures to maintain or enhance them