Teaching and Learning Advisory Committee
Terms of Reference

- To assist with the implementation of the recommendations contained in the *Teaching and Learning Action Plan*, such as:
  - provide direction to the teaching and learning unit (Recommendation 2)
  - make recommendations on educational technology in consultation with appropriate groups in Queen’s Information Technology governance structures
  - oversee the creation of university-level learning outcomes (as set out in Recommendation 14)
  - develop a teaching enhancement program
  - advise on the direction of the learning analytics program (Recommendation 4), along with director of OIRP and ad hoc members
  - ensure alignment between teaching and learning services and faculties’ priorities
- To formulate and recommend to the Provost and Vice-Principal (Academic) institutional policy and priorities on Teaching and Learning
- To advise the Vice-Provost (Teaching and Learning) on all matters regarding teaching and learning
- To ensure appropriate communication and collaboration among faculties and shared services with regard to matters of teaching and learning
- To ensure that student perspectives are included in developing supports for faculty and graduate student teaching assistants and fellows to improve the overall student learning experience at Queen’s

Some of these activities may require the formation of a subcommittee with appropriate members to take on specific tasks, such as eLearning coordination, strategic redevelopment program, assessment, etc.

Members:
- Vice-Provost (Teaching and Learning)
- Director of the teaching and learning service unit
- One dean’s representative from each faculty (e.g., associate dean of teaching and learning, director of program development, or other position as delegated by the dean), the School of Graduate Studies and the Library
- One representative each from Student Affairs, ITS and OIRP
- A faculty member elected by the Senate
- One representative each from AMS and SGPS