Vice-Provost (Teaching and Learning)

Summary

Reporting to the Provost, and as a key member of senior administration, the core work of the Vice-Provost (Teaching and Learning) (VPTL) is to enhance teaching and learning at Queen's in ways that support a high-quality student learning experience. Through this work, the incumbent advances Queen's goals that all students graduate with deep disciplinary knowledge and advanced transferable skills that can apply to a variety of career options.

The VPTL is recognized as an educational leader who works with members of the senior leadership team to develop and implement a strategic vision for teaching and learning at Queen's. The incumbent is accountable for overseeing the Centre for Teaching and Learning, the Queen's University Quality Assurance Processes (QUQAP), and the University's academic integrity policies and practices. The VPTL works to advance equity, diversity, inclusion, and Indigenization in all aspects of teaching and program development to enhance the student learning experience. As a member of the Provost's Office senior team, the VPTL represents the office on committees and leads projects that advance the priorities of the portfolio. The VPTL also builds effective working relationships with internal and external stakeholders.

Key Responsibilities:

Teaching Development and Enhancement

- Oversees the Centre for Teaching and Learning, which provides support for instructors by employing teaching and learning professionals with a wide range of skills and expertise, including curriculum specialists and educational developers. The Centre for Teaching and Learning supports evidence-based, innovative, and sustainable strategic program enhancement initiatives, and encourages emerging, grassroots investigations of novel approaches to teaching and learning.
- Leads the development of resources to assist faculty members in embedding equity, diversity, decolonization, and inclusion in curricula and programs. Works with the Provost and Vice-Principal (Academic), Deans, Vice-Principal (Indigenous Initiatives and Reconciliation) and the Vice-Principal (Human Rights, Equity and Inclusion) to advance equity, diversity, inclusion, accessibility, and Indigenization in teaching and curricula at Queen's.

- Works with the Human Rights and Equity Office and the Vice-Provost and Dean of Student Affairs to support the University's goal of creating an equitable and accessible learning environment, including enhancing awareness of pedagogically sound approaches to academic accommodations and considerations.
- Establishes and fosters positive relationships with Associate Deans (Teaching and Learning) in each Faculty and School. These connections provide the means to create alignment throughout teaching and learning activities across the University. These connections also ensure that central University activities and resources support instructors and reinforce programs and services that enable student learning.
- Liaises with teaching and learning support services (IT Services, Office of the University Registrar, Office of Institutional Research and Planning, the Library, Queen's Learning Commons, etc.) to foster collaboration and efficiencies among Faculties and Schools to ensure that Queen's is a leader in evidence-based teaching innovation and that students have access to a variety of high-quality learning experiences.
- Leads the development and sets priorities for institutional educational research on high-impact teaching practices.

Academic Operations

- Oversees the Queen's University Quality Assurance Processes (QUQAP) that fall within the Ontario Universities Council on Quality Assurance Framework. Ontario's quality assurance processes are among the strongest in the world. The processes ensure a culture of continuous improvement and support for a vision of a student-centered education based on clearly articulated program learning outcomes. Quality assurance processes also result in an educational system that is open, accountable, and transparent, and results in degrees that are recognized and accepted worldwide.
- Oversees academic integrity, which is central to building, nurturing, and sustaining an academic environment in which all members of the community will thrive. Adhering to the academic integrity values of honesty, trust, fairness, respect, responsibility, and courage provides a foundation for the "freedom of inquiry and exchange of ideas" essential to the intellectual life of the University.
- Works closely with the Vice-Provost and Dean of Student Affairs to ensure that students have opportunities for experiential and co-curricular learning, enabling students to graduate from Queen's as engaged citizens and lifelong learners.
- Oversees classroom renewals to ensure spaces in which students learn are engaging, conducive to learning, and equipped with up-to-date educational technologies. Renovation of existing classrooms facilitates active learning, project and group-based learning, and experiential and community-based learning.
- Works closely with senior leadership to lead the development and implementation of strategic academic initiatives that advance University-wide objectives aimed at advancing the student learning experience. This includes, but is not limited to, providing leadership associated with classroom renewal, educational technologies, micro-credentials and experiential learning, teaching evaluations, and remote learning and assessment.
- Works closely with members of the University's leadership team to assist in change management processes such as transitions in remote and in-person learning.

- Engages with high level external stakeholders, including members of peer institutions as well as provincial bodies such as the Academic Integrity Council of Ontario, the Council of Ontario Universities (COU) Quality Council, and the Ontario Council of Vice-Presidents Academic.

Other

- Leads the Teaching and Learning portfolio and establishes the appropriate policies, infrastructure, budget, and resourcing plan to successfully achieve strategic goals related to teaching and learning, at all levels, from undergraduate to graduate and professional programs.

Qualifications and Experience:

- Tenured faculty appointment at Queen's in any discipline.
- Demonstrated experience building and maintaining positive relationships and influencing outcomes with a broad range of stakeholders with diverse perspectives.
- Excellent communication and interpersonal skills in order to interact effectively with individuals at every level of the institution, to find compromises, and to build bridges between different Faculties and Schools, shared service units, and students.
- Demonstrated knowledge of pedagogical theory, innovation and evidence-based practices, curriculum development, course design, and blended and online teaching formats and design.
- Demonstrated commitment to equity, diversity, inclusivity and Indigenization, including an understanding of inclusive pedagogies, decolonization of teaching and learning, and accessibility.
- Understanding of the curricular and co-curricular student experience, and ability to engage with students to inform strategic planning.
- A successful track record in developing, implementing, and assessing complex projects, initiatives, and strategic plans, and the ability to meet strategic, financial, and operational goals.
- Ability to lead the development of institutional educational research on high-impact teaching practices.
- Experience chairing multi-stakeholder committees in the University environment.
- Comprehensive knowledge of University structure, policy, and administrative systems.