

## INSTITUTE FOR TEACHING AND LEARNING

### REPORT ON RECOMMENDATIONS FROM PHASE ONE

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<b>Recommendation 1</b>	The Review Team recommends that the Director heighten the profile of the Institute within the university by more active promotion of its achievements. The Team acknowledges that this is happening to some extent by conference participation and publications, but this is externally, not internally. One way that the profile could be heightened is promotion of the fact that participants in Institute programs and projects had gone on to become leaders in teaching and learning in their faculties.
<b>Action taken by the Faculty</b>	<p>The ITL:</p> <ul style="list-style-type: none"> <li>• Has and is submitting articles to <i>Uni News</i> and other University publications</li> <li>• Has revised <i>Synergy Magazine</i> to include a focus on ITL and its achievements, and a profile piece on a recent graduate of the Graduate Certificate program</li> <li>• Continues to provide ongoing reports to Teaching and Learning Committee and Academic Board on its activities in general and the working groups in particular</li> <li>• Is revising and redeveloping its present brochures, pamphlets and publicity materials aimed at disseminating its achievements and activities</li> <li>• Has developed and now distributes a New staff pack to all new academic staff</li> <li>• Is hosting two major international high profile conferences in 2005 (HERDSA and the FYE Pacific Rim Conference)</li> </ul>
<b>Further action planned but not yet implemented (if appropriate)</b>	<ul style="list-style-type: none"> <li>• As Honorary Associates of the Faculty of Education and Social Work - advertise ITL publications and achievements on Faculty email lists.</li> <li>• Explore with the Faculty of Education and Social Work the establishment of a higher education research cluster</li> <li>• Plans once per semester to hold a University wide research seminar (1 – 1 and a 1/2 hour duration) that will be advertised to all staff via Uni News and the USyd mailing list.</li> <li>• Is placing on the ITL website a new link “Current News” which will list recent achievements.</li> </ul>
<b>Faculty’s evaluation of the success of action taken</b>	We have a number of initiatives under way, each of which partly addresses this issue. We intend to be more assertive about our achievements and standing in each initiative. A key aspect of each of these initiatives will be to foreground the ITL's achievements in the area of the initiative.

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<b>Recommendation 2</b>	The Review Team recommends that the Institute develop ways of recognising good teaching in its own area beyond the applications for promotion. It further recommends that the Institute should take advantage of its links with the Faculty of Education and Social Work in this respect.
<b>Action taken by the Faculty</b>	The ITL: <ul style="list-style-type: none"> <li>• Will hold regular “Lauding Lunch” at ITL to acknowledge staff achievements</li> </ul>
<b>Further action planned but not yet implemented (if appropriate)</b>	<ul style="list-style-type: none"> <li>• Encourage the nomination of one person annually for an Excellence in Teaching Award with Faculty of Education and Social Work</li> <li>• Is placing on the ITL website a new link “Current News” which will list recent achievements (see 1 above).</li> </ul>
<b>Faculty’s evaluation of the success of action taken</b>	The relatively small number of staff teaching in graduate programs – 7 – means it is difficult to have an internal recognition scheme. There is a need to recognise good achievements across the whole range of ITL activities – both academic and administrative. The “Lauding Lunch” at which we acknowledge achievements of all staff is meant to achieve this aim.

<b>Recommendation 3</b>	The Review Team recommends that the Institute review the mentoring program for the Graduate Certificate in Educational Studies (Higher Education), with a view to an earlier introduction of the mentor to the student.
<b>Action taken by the Faculty</b>	The ITL: <ul style="list-style-type: none"> <li>• Has introduced a mentoring program to the first semester of the Graduate Certificate</li> <li>• Is seeking ongoing feedback from mentors and mentees on the mentoring program.</li> </ul>
<b>Further action planned but not yet implemented (if appropriate)</b>	<ul style="list-style-type: none"> <li>• Will review the mentoring program for both semesters at the end of 2004</li> </ul>
<b>Faculty’s evaluation of the success of action taken</b>	It has successfully implemented an expanded the mentoring program in the Graduate Certificate, and as will be seen elsewhere in this report, is looking at ways of further expanding its mentoring programs.

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<b>Recommendation 4</b>	The Review Team recommended that the Institute consider ways of generating more income, particularly through offering their programs to applicants from external institutions. This would allow for the employment of extra academic staff and would ease the workload of current staff.
<b>Action taken by the Faculty</b>	<p>The ITL:</p> <ul style="list-style-type: none"> <li>• Is accepting up to 5 external enrolments as a pilot program in its Graduate Certificate program in 2005</li> <li>• Is developing a pamphlet detailing the graduate studies program in the ITL, including the Graduate Certificate, Masters Degree and PhD programs. Income can be earned from external enrolments in the Graduate Certificate, all enrolments in the Masters and PhD programs (including associate supervision of PhD candidates in other faculties)</li> </ul>
<b>Further action planned but not yet implemented (if appropriate)</b>	<ul style="list-style-type: none"> <li>• Ensuring the ITL receives income from its publications and research grants from the Research Data Collection</li> <li>• Exploring initiatives to encourage external enrolments in the research supervision development program and in a video-conferencing development program</li> <li>• Work with the PVC (T&amp;L) to develop other revenue raising initiatives, including research supervision program</li> </ul>
<b>Faculty's evaluation of the success of action taken</b>	The ITL has brought in a substantial amount of income into the University through the research quantum - ARC grants, publications, PhD supervision – but has not received income as a result. It expects to have systems in place by the end of 2004 to ensure it receives appropriate income from these sources. It is exploring a number of other initiatives, based upon its present activities and planned future activities

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<b>Recommendation 5</b>	The Review Team recommends that the Institute consider the development of an advanced leadership program for teaching. This could include modules and workshops similar to the Graduate Certificate and thereby maintain the teaching and learning results evident in graduates of the Certificate program.
<b>Action taken by the Faculty</b>	<p>The ITL:</p> <ul style="list-style-type: none"> <li>• The ITL has made a budget submission for a Level B appointment to support the development and implementation of such a program</li> <li>• Continue to foster the development of leadership through supporting the role of Working Group representatives</li> </ul>
<b>Further action planned but not yet implemented (if appropriate)</b>	<ul style="list-style-type: none"> <li>• Build on the mentoring initiatives already underway in the 2005 Graduate Certificate and that through the ITL involvement in the joint Faculty of Education and Social Work/ Economics and Business TIF Grant on mentoring to develop a program (mentoring seminars, peer development processes etc) for developing mentoring as a form of leadership in teaching and learning and a recognition process that could be credentialed through the professional portfolio unit in the Graduate Diploma.</li> <li>• Liaise with other universities with established expertise in teaching leadership programs (Macquarie) to support the development of the ITL Teaching Leadership strategy</li> <li>• Explore the establishment of a leadership program for Associate Deans (Teaching and Learning) and Chairs of Faculty Teaching and Learning Committees in collaboration with the Office of the Pro Vice-Chancellor (Teaching and Learning)</li> </ul>
<b>Faculty's evaluation of the success of action taken</b>	We continue to expand our mentoring programs and our working groups. Depending on budget considerations, a more formal programme will be developed in 2005. We believe this is an important area for future development.

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<b>Recommendation 6</b>	The Review Team recommends that the Institute consider the development of a program for neophyte academics which would fill the gap between the 3-day program and the Graduate Certificate. Academic staff who had completed either the Graduate Certificate or the Graduate Diploma could use their skills in mentoring participants in this program.
<b>Action taken by the Faculty</b>	The ITL: <ul style="list-style-type: none"><li>• Has made a budget submission for a Level B appointing to support a mentoring program for neophyte academic staff in 2005</li><li>• Is working with number of faculties to introduce tutor orientation and induction programs</li></ul>
<b>Further action planned but not yet implemented (if appropriate)</b>	
<b>Faculty's evaluation of the success of action taken</b>	We recognise this issue. With the 3-day program being compulsory for all new members of academic staff level B+, most of whom have had some initial teaching experience, the 3-day program has addressed the needs of relatively inexperienced, but not neophyte – teaching staff. We believe these needs may best be addressed through work with the faculties on their tutor training programs.