MEMBERS OF THE TEACHING AND LEARNING COMMITTEE

Professor Geoff Hammond (Chair)
Dr Jane Emberson (Academic Student Advisor)
Ms Jenny Gamble (Faculty Manager)
Dr Nancy Longnecker (CATLyst)

Representatives from Schools:
Dr Jan Meyer (Anatomy and Human Biology)
Professor Don Robertson (Biomedical, Biomolecular and Chemical Sciences)
Professor Tim Ackland (Sports Science, Exercise and Health)
Dr Paul Abbott (Physics)
Dr Davina French (Psychology)

Other Representatives:
Ms Marjan Heibloem (Representative from FNAS)
Ms Carmel O'Sullivan (Biological Sciences Library)
Mrs Jacqueline McNally (Postgraduate Student Representative)
Miss Matilda Oke (Undergraduate Student Representative)

Visitor
Ms Heather Morton (Anatomy and Human Biology)

TEACHING AND LEARNING COMMITTEE MEETING
Tuesday 8 April 2008

The next meeting of the Teaching & Learning Committee will be held in the Faculty Meeting Room 155 on Tuesday 8 April 2008 at 2m. All members are expected to attend or ensure that a representative from the School will attend on their behalf.

AGENDA

1. MINUTES

Confirmation of the minutes of the meeting of the Teaching and Learning Committee held on 11 March 2008.

2. DECLARATIONS OF POTENTIAL FOR CONFLICT OR PERCEIVED CONFLICTS OF INTEREST
The Chair will invite members to declare potential for conflict or perceived conflict of interest if applicable with regard to items on the agenda.

3. ITEMS/BUSINESS IN PROGRESS FOR NOTING SINCE PREVIOUS MEETING

<table>
<thead>
<tr>
<th>Item/Business in Progress</th>
<th>Action</th>
<th>Responsible</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>Professor Alan Dench, Chair, Animal Ethics asked the Faculty to consider some issues regarding the</td>
<td>Response to be prepared.</td>
<td>DrJan Meyer, Professor Don Robertson and Ms</td>
<td>In progress</td>
</tr>
</tbody>
</table>
4. **TEACHING FELLOWSHIP SCHEME 2008**

The Teaching and Learning Fellowship Scheme Committee is calling for applications for the 2008. The Scheme, first introduced in 2005, offers five Fellowships across the University. This year the Fellowships will be valued at $22,000.00 each. For 2008 the Teaching and Learning strategic objective is to improve the quality of the student learning experience which leads to one or more of the following priority objectives:

- to extend good teaching approaches and improve learning outcomes;
- to diversify the experience of UWA students;
- to improve access to and participation in UWA courses;
- to further develop the links between teaching, learning and research; and
- to improve the student learning environment and provision of facilities and services both within and beyond the classroom.

Guidelines and information are available from the web at:


The closing date for applications is 28 April 2008.

5. **UWA STUDY ABROAD SCHOLARSHIP**

The Study Abroad Office, International Centre, is calling for applications from students planning to study overseas. There are three Scholarships categories available for study abroad students. These include:

- The Frank Gamblen Scholarship – a stipend of no less than $3,000.00.
- UWA Study Abroad Bursaries – these provide stipends of $2,500.00, $2,000.00 and $1,500.00. Undergraduate and postgraduate students are eligible to apply.
- The Robert and Maude Gledden Undergraduate Studentships – provide a stipend for students in the faculties of Agriculture, Engineering and Science.

Guidelines and applications are available from the web at:


The closing dates for applications are:
For applicants intending to study abroad in the second half of the year (2008) is 25 April 2008.  
For applicants intending to study abroad in the first half of the year (2009) is 8 August 2008.

**PART II**

**Items for Decision to be dealt with En Bloc**

There are no items under Part II
Part III
Items for discussion and Decision

6. CHAIR’S REPORT
The Chair will report on current Teaching and Learning issues.

7. SCHOOL REPORTS
Representatives will report on teaching and learning issues in their Schools.

8. CATLYST REPORT
CATLyst will report on current Teaching and Learning issues.

9. PEER MENTORING
The Science Union are planning to introduce a peer mentoring program to assist new students in their academic and social transition, from high school to university. Mr Cameron Ritchie, President of the Science Union, is seeking feedback from the Faculty regarding this initiative.

Discussion regarding this item was deferred from the previous meeting of the Committee.

10. REVIEW OF ENGLISH LANGUAGE SKILLS OF GRADUATES – REF: F19237, F983
In March 2007 a working party had been established to investigate and advise on strategies to ensure that the level of confidence in the English language skills UWA graduates was maintained. Academic Council at a meeting on 5 March 2008 consider the recommendations made the working party and resolved (R16/08) to accept Recommendation 8 which states:

*That Faculty Teaching and Learning Committees check that each ‘year’ of the Faculty’s courses require students to demonstrate English language skills, and report their findings to the University’s Teaching and Learning Committee.*

A copy of the recommendations was distributed to members at the March meeting of the Faculty Teaching and Learning Committee. Academic Council minutes for the March meeting and the report are available from the UWA website at:


Discussion regarding this item was deferred from the previous meeting of the Committee.

11. THE NEW SCHOOL MATHEMATICS COURSES
In 2009 new WACAE mathematics courses will start in year eleven. The University has to decide what changes need to be made to entry requirements for UWA. The new requirements will be announced at the end of April 2008. Information about the changes to the curriculum and the proposed changes to the prerequisite requirements for UWA are attached:

- Email from Dr Emberson (Attachment A) outlining the changes to the high school mathematics curriculum and her recommendations for changes to mathematics units taught in Science.
- The New School Mathematics Courses – A guide for Universities (Attachment B).
- Email from Dr Emberson (Attachment D) which outlines a proposal by the School of Mathematics and Statistics regarding the new prerequisites.
As a matter of urgency the Teaching and Learning Committee needs to provide a strong recommendation to the Board of Studies regarding the mathematics prerequisites.

For discussion.

12. TEACHING AND LEARNING ISSUES FOR THE FACULTY RETREAT
The Faculty will be holding a retreat at the Vines Resort on the 21 and 22 April 2008. Members are asked for ideas regarding teaching and learning related topics suitable for discussion at the retreat.

For discussion.

13. OTHER ITEMS OF BUSINESS
Jenny Gamble
Faculty Manager
Faculty of Life and Physical Sciences
The University of Western Australia
CRICOS Provider No. 00126G
Tel: +61 (0)8 - 6488 3418
Fax: +61 (0)8 - 6488 1058
Web: www.science.uwa.edu.au

-----Original Message-----
From: Geoff Hammond [mailto:geoff@psy.uwa.edu.au]
Sent: Wednesday, 9 April 2008 8:51 AM
To: Jenny Gamble
Subject: FW: Teaching Quality Indicators Project - forum

Jenny

Here's the invitation to the 'teaching quality indicators' forum mentioned at yesterday's meeting. Would you send it on to the C'ttee members please?

Geoff

-----Original Message-----
From: Natalie Stanley [mailto:Natalie.Stanley@uwa.edu.au] On Behalf Of Jane E Long
Sent: Monday, 31 March 2008 3:27 PM
To: Alex Ludewig; Angus Tavner; Darlene Oxenham; Di Gardiner; Geoff Hammond; Grant Revell; Naomi Trengove; Patrick Finnegan; Peter Creighton; Phil Hancock; Diana Jonas-Dwyer; Eileen Thompson; Elaine Sharplin; Jolanta (Yola) Szymakowski; Leitha Delves; Mel Thomas; Nancy Longnecker; Natalie Skaed; Sandra Carr; Sue Miller; Siri Barrett-Lennard; ursa.rosner@uwa.edu.au; coral.pepper@uwa.edu.au
Cc: Jacqueline Flowers; Dragana Medic
Subject: Teaching Quality Indicators Project - forum

Dear Faculty T&L Representatives and CATLysts, As you may recall, UWA is currently involved as a pilot institution in the Carrick Teaching Quality Indicators Project, which is undertaking to develop a new framework for measuring teaching quality and reward and recognition of teaching staff in Australian higher education. There is detailed information about the UWA TQI Pilot project on the web at: www.teachingandlearning.uwa.edu.au/indicators

Stage 1 of the project (Review of Current Teaching and Learning Practice) is now almost complete, and Stage 2 is well underway. You may be aware that one of the major outcomes of the TQI project will be the development of Evaluative Criteria of Teaching Quality for use in Promotion applications and PDR processes. We would now like to invite you to attend a TQI stakeholder's forum on Monday 19th May, 1pm-2pm to discuss the teaching quality indicators project with us, hear about our progress so far, and comment on the proposal for the introduction of evaluative criteria of teaching quality for promotion applications and PDR processes. In addition, we would like to ask you to invite any members of your Faculty Teaching and Learning Committee, professional staff who have an interest or involvement in teaching and learning matters, and any other staff of your faculty who may be interested in engaging with the Teaching Quality Indicators project and providing feedback on its proposals. (Please be aware that the TQI project team will be consulting with Heads of School in a separate forum). Capacity is limited but we will do our best to accommodate as many interested staff as possible.

What: Teaching Quality Indicators Project Stakeholders Forum
When: Monday 19th May, 1pm-2pm
Where: Seminar Room 2, University Club Ground Floor
Who: All interested faculty stakeholders
Lunch will be provided
RSVP: Monday 5th May

There will be a number of documents associated with the forum, which will be forwarded to participating staff prior to the forum along with some more details about the type of feedback we will be looking for.

For catering purposes and for distribution of key documentation please RSVP to Dragana Medic (Administrative Assistant TQI Project) at Dragana.medic@uwa.edu.au; x4237 by Monday 5th May at the latest, and please also ensure that any other interested staff in your faculty also RSVP by this date. In the event that we have more interested staff than we can accommodate places will be allocated on a first come basis, but with some consideration to ensuring equal representation of all faculties.

We would very much like to encourage all of you to attend this forum, and to also encourage your colleagues to attend. The TQI project is a major national project which has the potential to significantly change the way that University's measure the quality of their teaching and the support they provide for quality teaching in a way which will enhance the learning outcomes for our students.

We hope to see you there,

Thanks and Kind Regards
Jane Long

Associate Professor Jane Long
Pro Vice-Chancellor (Teaching and Learning) The University of Western Australia
Vice-Chancellor, M466
35 Stirling Highway
CRAWLEY, WESTERN AUSTRALIA 6009
Phone: +61 8 6488 2077
Fax: +61 8 6488 1013
CRICOS Provider No. 00126G
Memorandum

OFFICE OF THE PRO VICE-CHANCELLOR (TEACHING AND LEARNING)

Associate Professor Jane Long
Pro Vice-Chancellor (Teaching and Learning)

Mail Bag M466
Extension 2077
Facsimile 1013
Email Jane.Long@uwa.edu.au
www.uwa.edu.au

Our Ref: 7 April 2008

To: Sub-Deans and Faculty Student Advisors

Sub-Dean UWA Business School (Faculty of Business) (Mr Paul Lloyd)
Associate Dean (Students) Faculty Engineering Computing & Mathematics (Dr Jennifer Hopwood)
Faculty Adviser, Faculty of Life & Physical Sciences (Dr Jane Emberson)
Sub Dean (Health Sciences) Faculty of Medicine, Dentistry & Health Sciences (Ms Jane Heyworth)
Senior Faculty Admin Officer, Faculty of Natural and Agricultural Sciences (Ms Marjan Heibloem)

Dear colleagues

Re: Mathematics prerequisite advice to Faculties – April 2008

As you are aware, the University needs to publish prerequisites for 2011 entry with sufficient notice to enable current Year 10 students to select their senior secondary subjects in Term 2 and Term 3 this year.

This information is published through a TISC document, 2011 Admission Requirements for School Leavers. In order to reach schools and students in good time, TISC require information from universities at the end of April.

In a number of meetings over the last 18 months (most recently at the presentation on new Mathematics courses by Curriculum Council staff on 28 February), faculties had been reminded that the deadline for deciding on prerequisites was the end of March 2008.

While a number of faculties have responded already, I realise the issue is still under discussion in others. For that reason I have extended the deadline to Monday 21 April 2008. To provide time for circulation amongst Admission Committee members and fulfil our commitment to TISC deadlines, no further extension is possible. As a result, this may require urgent faculty decision by circulation.

From the responses received to date, there appear to be differing interpretations of how the prerequisite currently expressed as ‘Any TEE mathematics subject’ should be reflected in the new Mathematics [General] Course of Study.

It is important that consideration of prerequisite specifications focus essentially on content, rather than wider issues of what may be desirable in students’ mathematics preparation. Information received from the Curriculum Council indicates that Mathematics 2C/D corresponds best to the current Discrete Mathematics subject.
For this reason, from a whole-of-University perspective, the equivalent to the current 'Any TEE mathematics' prerequisite should preferably be expressed as Mathematics 2C/D, with clear indication that Mathematics 3A/B is strongly recommended. Individual faculties that wish to set a higher-level prerequisite (eg: Mathematics 3A/B) may, however, do so.

This guidance is provided as a considered, cautious response to a situation in which there are still a significant number of unknown factors. While it in no way overrides faculties' authority to set prerequisites, it may help provide greater consistency between specifications and maintain achievable entry pathways for otherwise well-qualified students.

Regards

Associate Professor Jane Long
Pro-Vice-Chancellor (Teaching and Learning)
University of Western Australia
M466, Crawley, WESTERN AUSTRALIA 6009.

Phone: +61 8 6488 2077
Fax: +61 8 6488 1013
CRICOS Provider No. 00126G

cc Deans of Faculty
Faculty of Business (UWA Business School) (Ms Tracey Horton)
Faculty of Engineering, Computing and Mathematics (Professor Mark Bush)
Dean of Faculty of Life and Physical Sciences (Professor George Stewart)
Faculty of Natural and Agricultural Sciences (Professor Lynette Abbott)
Faculty of Medicine, Dentistry and Health Sciences (Professor Ian Puddey)