MINUTES OF THE MEETING OF THE FACULTY OF LIFE AND PHYSICAL SCIENCES
TEACHING AND LEARNING COMMITTEE HELD IN ROOM 1.58, FIRST FLOOR, PHYSICS
BUILDING ON TUESDAY 8 APRIL 2008

Present:
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)
Ms Jacqueline McNally (Postgraduate Student Representative)
Miss Matilda Oke (Undergraduate Student Representative)

Mrs Lesley Tubic, Secretary

1. MINUTES
RESOLVED - 3
that the minutes of the meeting of Teaching and Learning Committee held on Tuesday 11 March
be confirmed.

2. DECLARATIONS OF POTENTIAL FOR CONFLICT OR PERCEIVED CONFLICT OF INTEREST
No declarations of conflict were declared.

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

<table>
<thead>
<tr>
<th>Item/Business in Progress</th>
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<tr>
<td>Professor Alan Dench, Chair, Animal Ethics had asked the Faculty to consider the changes he proposed to make to the approval process for the use of animals in teaching.</td>
<td>Response to be prepared by Don Robertson, Jan Meyer and Jenny Gamble</td>
<td>In progress</td>
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<td>Teaching and Learning Guide for Faculty Staff.</td>
<td>To be revised.</td>
<td>In progress</td>
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4. TEACHING FELLOWSHIP SCHEME 2008 – Ref F12047
Members noted that the Teaching and Fellowship Scheme Committee had called for applications
for the 2008 round. The Scheme included five fellowships each valued at $22,000 each. The
Committee was seeking applications for projects which supported the University’s teaching and
learning priority to improve the quality of the student learning experience.

Applications closed on 28 April 2008.
5. UWA STUDY ABROAD SCHOLARSHIPS
Members noted that the Study Abroad Office, International Centre, had called for applications from students who planned to study overseas in second semester 2008 and first semester 2009. The three scholarships available to these students included the Frank Gamblen Scholarship, UWA Study Abroad Bursaries and the Robert and Maude Giedden Undergraduate Studentships. Applications for study during the second half of 2008 closed on 25 April 2008 while applications for the first half of 2009 would close on 8 August 2008.

6. CHAIR’S REPORT
The Chair's report as follows:

UWA Teaching and Learning Committee
The April 2008 meeting of the UWA Teaching and Learning Committee had been cancelled due to lack of business. A proposal had been made by circular to change the name of the UWA Teaching and Learning Committee to the Education Committee or the Education Policy Committee. Members recommended that the current name be retained. Their reasons included:
- The proposed names were too narrow.
- The present name had national and international recognition.
- The term 'Teaching and Learning' included students in the process.
- 'Education' would lead to possible confusion with the Faculty of Education.
- Carrick awards were awarded for Teaching and Learning.
- CATL incorporated both teaching and learning.

Working Party in MATH1050
Students in the BSc who passed Discrete Mathematics in their TEE had to successfully complete MATH1050 as a graduating requirement for a BSc. The high failure rate in this unit had been identified at the review of the School of Mathematics and Statistics in 2007 as an issue that required immediate attention, and the Senior Deputy Vice-Chancellor had established a Working Party to consider potential solutions. The Working Party recommended that students would be streamed and each stream would be taught differently to cater for different levels of preparedness. Structured small group teaching would be introduced. Students who failed the unit would be given additional instruction (10 x 2-hour workshops) and then offered a supplementary examination.

Teaching Quality Indicators Forum
The Chair informed members that he and Dr Longnecker would attend the Teaching Quality Indicators Forum to be held on the 19 May 2008 and would report back to the Committee. Forum details would be sent to members.

(Note: A copy of the Forum information provided by Dr Longnecker is attached (Attachment A).)

7. CATLYST REPORT
The CATLyst informed members that she would be participating in a joint activity with FNAS on the 12 May 2008, including a panel discussion about practicum placements. One of the participants would be Mrs Kerry Smith, Practicum Co-ordinator with the School of Sport Science, Exercise and Health (SSEH), who had been very successful in finding placement for students in SSEH.

8. MATHEMATICS PREREQUISITES
The new WACAE mathematics courses would be introduced in Year Eleven in 2009. The University had to decide on entry requirements to apply in 2011.

Dr Jane Long, Pro Vice-Chancellor (Teaching and Learning) provided some guidance to Faculties in her memorandum to Sub-Deans and Faculty Student Advisors on 7 April 2007. A copy, tabled at the meeting, is attached (Attachment B).

Members discussed this issue at length. Members' comments included:
• Commonality with the FNAS choice of 2C/D for Bachelor of Science courses must be taken into consideration.
• One member noted that where a higher level unit was listed as recommended the majority of students would enrol in the easier unit.
• Several members strongly recommended that the entry requirement be raised to 3A/B.
• Prospective students may be discouraged from entering science if a higher-level prerequisite was set, and the Faculty could not afford a drop in enrolment numbers.

Members were divided in their choices between 2C/D and 3A/B. The Chair reminded them that there was a strict deadline. However he felt that it was important to obtain feedback from Heads of Schools and recommended that where possible they should be consulted especially in relation to prerequisites for physics, chemistry courses and some specialised programs.

(Note: The Faculty Board at a meeting held on 15 April 2008 resolved (R15/08(i)) that MAT 2C/D would be set as the minimum mathematics prerequisite for entry to undergraduate courses in this Faculty with MAT 3A/B strongly recommended.)

9. TEACHING AND LEARNING ISSUES FOR DISCUSSION AT THE FACULTY WORKSHOP
The Faculty would be holding a residential workshop at the Vines Resort on 21 and 22 April 2008. Half a day would be devoted to the discussion of teaching and learning related issues. Members identified the following issues for discussion at the Faculty Workshop to be held on 21-22 April.

• Can the Faculty continue providing students with a large amount of choice in the units they can undertake?
• How can team teaching be encouraged?
• How can we increase student numbers and retain quality students without compromising teaching quality?
• The difficulties associated with using WebCT.
• Would University venues be able to cater with increased unit enrolments with fewer electives?
• Faculty-level support for practicum placements.

10. PEER MENTORING
The Science Union had advised that they were 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, had sought feedback from the Faculty regarding this initiative. Due to lack of time the Chair deferred discussion of this item to the next meeting.

11. REVIEW OF ENGLISH LANGUAGE SKILLS OF UWA GRADUATES – REF: F19237, F983
Working parties had been established in 2001 and again in 2005 to review the English language skills of UWA graduates. A copy of the report of the 2005 working party was tabled at this meeting (MBO). Due to lack of time the Chair deferred discussion of this item to the next meeting.
Please circulate to T & L

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-----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 Sharpin; Jolanta (Yola) Szymakowski; Leitha Delves; Mel Thomas; Nancy Longnecker; Natalie Skead; 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

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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 Heibloom)

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

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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)