MEMBERS OF THE FACULTY OF LIFE AND PHYSICAL SCIENCES TEACHING AND LEARNING COMMITTEE

Professor Geoff Hammond (Chair)
Dr Jane Emberson (Academic Student Advisor)
Ms Jenny Gamble (Faculty Manager)
Associate Professor Nancy Longnecker (Teaching and Learning Co-ordinator)

Representatives from Schools:
Dr Jan Meyer (Anatomy and Human Biology)
Professor Don Robertson (Biomedical, Biomolecular and Chemical Sciences)
Dr Peter Whipp (Sport Science, Exercise and Health)
Professor Ian McArthur (Physics)
Dr Vance Locke (Psychology)

Other Representatives:
Dr Des Hill (Mathematics and Statistics)
Dr Thomas Martin (Senior Lecturer/Faculty Offshore Programs Director)
Mrs Vickie Falcetta (Representative from FNAS)
Ms Felicity Renner (Biological Sciences Library)
Mr David Enright (Senior Administrative Officer/Offshore Programs)
Ms Rachel Owens (Postgraduate Student Representative)
Miss Tess Vermeulen (Undergraduate Student Representative)

The next meeting of the Teaching & Learning Committee will be held in the Faculty Meeting Room 158 on Tuesday 9 June 2009 at 2pm. All members are expected to attend or ensure that a representative from the School will attend on their behalf.

1. MINUTES
   Confirmation of the minutes of the meeting of the Teaching and Learning Committee held on Tuesday 12 May 2009.

2. DECLARATIONS OF POTENTIAL FOR CONFLICT OR PERCEIVED CONFLICT OF INTEREST
   The Chair invites members to declare interest in relation to any item on the agenda.
3. ITEMS/BUSINESS IN PROGRESS FOR NOTING SINCE PREVIOUS MEETING

<table>
<thead>
<tr>
<th>Item/Business in Progress</th>
<th>Progress Update</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>Teaching and Learning Guide for Faculty Staff.</td>
<td>Draft to be checked by Faculty Student Advisor and Faculty Manager prepared by Ms Heather Morton</td>
<td>On hold</td>
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<tr>
<td>The specification of learning outcomes for courses and majors offered in the Faculty.</td>
<td>Audit to be undertaken by Teaching and Learning Co-ordinator. School to recommend major/s sequence</td>
<td>In progress</td>
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<tr>
<td>Audit of each major sequence to determine whether English Language Competency Skills are shown in at least one unit in each year level.</td>
<td>Audit to be undertaken by Teaching and Learning Co-ordinator. School to recommend major/s sequence</td>
<td>In progress</td>
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<tr>
<td>Faculty Operational Priorities Plan (OPP) implementation strategies and targets.</td>
<td>Faculty Manager has updated implementation strategies and targets and distributed them to members for consideration</td>
<td>In progress</td>
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<tr>
<td>New grade for failed component (FC); is it appropriate to have a supplementary assessment in all components of a unit.</td>
<td>School representatives to report</td>
<td>To be discussed at June meeting</td>
</tr>
<tr>
<td>Master of Science Thesis – Faculty positional statement on completion by papers.</td>
<td>Proposed process supplied by the Sport Science, Exercise and Health representative was supported by the Committee</td>
<td>Completed</td>
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Part I – Items for Communication to be dealt with en bloc

There are no items for inclusion Part I

Part II – Items for Decision to be dealt with en bloc

There are no items for inclusion Part II
Part III – Items for Discussion and Decision

4. CHAIR’S REPORT
The Chair will report on Teaching and Learning issues of interest to members.

5. NEW GRADE FOR FAILED COMPONENT
Members discussed this item in September 2008 and March 2009. Members had agreed that this grade should be used only in units where the students had been clearly told beforehand, in the ‘assessment mechanism statement’, that it would be. School representatives are asked to state which units in their school have included in their ‘assessment mechanism statement’ the possibility of using FC and whether it is appropriate to have a supplementary assessment in all components of a unit.

For discussion.

6. CALIBRATED PEER REVIEW (CPR)
The National Science Foundation in the United States has developed CPR a process for peer review of student assignments. This item was foreshadowed at the May meeting and the Teaching and Learning Co-ordinator will provide further information on this. Further details are also available on the web at:

http://net.educause.edu/ir/library/powerpoint/ELI0504c.pps

7. SCHOOL REPORTS
Representatives will report on Teaching and Learning activities in their Schools.

8. TEACHING AND LEARNING CO-ORDINATOR REPORT
Teaching and Learning Co-ordinator will report on current Teaching and Learning issues.

9. PSB REPORT
Faculty Offshore Programs Director will report on current PSB issues.

10. STUDENT REPRESENTATIVE REPORT
Postgraduate and Undergraduate representatives will report on any issue or concerns from the student body.

11. OTHER ITEMS OF BUSINESS