AB10/11
17 February 2010

Title:	**Report of the Curriculum, Teaching and Learning (CTL) Committee: November 2009**
Prepared by:	Secretariat, Curriculum, Teaching and Learning Committee
Reviewed by:	Professor Belinda Probert, Chair, Curriculum, Teaching and Learning Committee
Date:	20 November 2009
Purpose of Paper:	To report on committee issues raised at the November meeting.
Decisions required:	None.

1. SUMMARY

The CTL Committee **considered and noted** the following items:

- Report of the Deputy Vice-Chancellor
- Matters approved out-of-session*
- Articulations*
- Review of Student Feedback Processes: progress of working party*
- Academic Services response regarding amendments to University's Assessment Policy and Procedures (work in progress)
- CTL Committee Self-Assessment Survey (work in progress)
- Curriculum, Teaching and Learning Committees: updates and issues
- SRC submission on Assessment Policy (work in progress)
- Design for Learning: progress update
- AQF: progress update
- Other Business*

* *starred items: see below*

2. REPORT

2.1 Matters Approved out-of-session *(For documentation refer to item (v) – Matters Approved on Behalf of Academic Board (AB10/03)*

a) Faculty of Health Sciences' proposals: Bachelor of Nursing (Graduate Entry), Bachelor of Nursing (Division 2 Conversion) and Bachelor of Nursing (Internationally Registered Nurses).

b) FSTE: proposal to amend the IELTS overall and individual requirements for the Bachelor of Pharmacy from 7.0 to 6.5.

c) FSTE: proposal to change the nomenclature of the Bachelor of Applied Science (Honours) to the Bachelor of Science (Honours).

d) FSTE: proposal to amend the course structure of the Bachelor of Pharmacy, as detailed in Attachment C (PC09/45).

e) FSTE: proposal to change the nomenclature of the Bachelor of Conservation Biology and Ecology to Bachelor of Science (Wildlife and Conservation Biology).

2.2 Articulations

Referred by the Programs Committee, members received and noted the following articulation proposals:

a) Local Articulation and Packaged Offers Agreement: Kangan Batman Institute of TAFE.
b) Articulation Tables: Kangan Batman Institute of TAFE (KBIT).
c) Articulation Tables: Northern Institute of TAFE, NMIT-LTU (022), (023), (024), (025), (026), (027), (028), (005), (017) and (011).
d) La Trobe University and China University of Mining Technology (CMUT): with accompanying Tables (1), (2).
e) La Trobe University and the Australian Business Colleges Pty Ltd (trading as Hales Institute): with accompanying Tables (1), (2), (3).

Articulation Agreements and Tables are accessible via the LTU Articulations website managed by the Office of the Pro Vice-Chancellor (Quality Enhancement):
https://intranet.latrobe.edu.au/articulation/.

2.3 Review of Student Feedback Processes: progress of working party

Two new sets of Policies and Procedures were approved by the Academic Board in February 2009 to guide and support the process of seeking feedback from students on subjects and teaching. The processes have been trialled in both first and second semesters this year. After consultation the PVC (CAP) and PVC (QE) have agreed that it is timely to review the process and make any suitable revisions for implementation in the 2010 academic year.

A working party was established to review the policies and procedures, the process, the instruments and the reporting of results, and to identify and resolve any gaps that exist. The membership is:

- Chair, Academic Board (convenor)
- PVC (CAP)
- PVC (QE)
- The ADA (or nominee) from each Faculty
- NTEU representative
- Student representative

The processes have been trialled in both first and second semesters 2009 with the response data expected to be presented for governance sign off by February 2010.

2.4 Other Business

Thanks were given to Lachlan Batchelor, President of the Student Representative Council (SRC) for his contributions to the committee throughout the year. Lachlan will be standing down as President of the SRC and the Committee looks forward to welcoming Katherine Long-Davidson to the committee in 2010 as President-elect of the SRC.

It was confirmed a new executive officer (secretariat) will commence in 2010.

3. MINUTES OF MEETINGS

The Minutes of Meetings for the Curriculum, Teaching and Learning Committee are available via the following link: http://www.latrobe.edu.au/teaching/dvc/committee/ctlc.html.