

LA TROBE UNIVERSITY
ACADEMIC BOARD
CURRICULUM, TEACHING AND LEARNING COMMITTEE

Student Admissions, Retention and Success Committee

MINUTES

Meeting 2/2009 of the Student Admissions, Retention and Success Committee was held at 10.00am-12.00pm on Thursday 1 October 2009, in the Mandala Room, Level 3 David Myers Building, Bundoora

Members in Attendance

Professor Tom Angelo (Chair)	Pro Vice-Chancellor (Curriculum and Planning)
Mr Kent Farrell	Executive Director, Mildura (<i>teleconference</i>)
Mr Peter Foreman	Associate Dean International and Future Students
Ms Glenys Harding	<i>vice</i> , Manager Internal Reporting & Surveys (MIU)
Ms Lyn Hedger	Manager, Student Administration
Ms Katherine Long-Davidson	SRC Member
Ms Raelene Reece	Registrar, FHSS
Mr Matthew Riddle	Academic Developer, FLM
Mr Crispin Schneider	Academic Services Manager, FSTE
Mr Gary Thomas	Executive Director, Equity and Student Support Services
Mr Glyn Thomas	Academic and International Program Committee, FED

Others in Attendance

Ms Catherine Burnheim	Office of the Deputy Vice-Chancellor
Ms Rebecca di Corpo	Executive Officer, Academic Programs (Secretariat)
Ms Janne Gorman	Director, Future Students Centre
Ms Kristine Kellerman	Manager, AEGTO and VTAC Liaison Officer
Ms Lorraine Ling	Director of Educational Engagement (<i>teleconference</i>)

Apologies

Ms Nellie Green	Co-ordinator, Ngarn-gi Bagora Indigenous Centre
Ms Bernadette Knewstubb	Academic Development Manager, FLM
Ms Raelene Reece	Registrar, FHSS

PART A – PROCEDURAL MATTERS

ACTION

1 Welcome and Introductions

- 1.1 The Chair welcomed colleagues to the second meeting of the Student Admissions, Retention and Success (SARS) Committee, and introductions were made.

2 Chair's Report

- 2.1 The Committee were informed that the Deputy Vice-Chancellor (International and Future Students) will become Chair of the SARS Committee taking effect immediately. The Pro Vice-Chancellor (Curriculum and Academic Planning) will continue to contribute to progressing the Committee's agenda. Sec
- 2.2 The Executive Director, Mildura, advised that as a result of recent changes to his portfolio the Pro Vice-Chancellor (Regions) has nominated the Executive Director for Shepparton as the nominee for the SARS Committee, taking effect from the November 2009 meeting. Sec
- 2.3 The Chair introduced the notion that the SARS Committee will conduct its

business through a series of working groups focusing on emerging issues related to meeting the growth targets set by Government, and supported by La Trobe University's strategic plans.

- 2.4 The Committee agreed to change the order of business on the agenda, with item 4 (discussion paper) to be addressed last.

PART B – MATTERS FOR APPROVAL

ACTION

3 Minutes of Meeting

- 3.1 The Committee confirmed the Minutes of Meeting 3 June 2009 (SARSC09/05(M)) as a true and accurate record.

4 Matters Arising

- 4.1 The Committee received and noted the Actions Schedule (SARSC09/06).
- 4.2 The Chair requested members to review the items listed and where colleagues are identified for pending matters to liaise directly with the Secretariat.

Action: Secretariat to follow up with Deputy Vice-Chancellor (International and Future Students) regarding resources/support for the Regional Bonuses Review.

All

5 2010 Meeting Dates

- 5.1 The Chair informed the Committee that the 2010 February meeting of Academic Board will be scheduled for the 17th, not the 10th as currently listed. No further changes to the proposed meeting dates were requested.
- 5.2 The Secretariat advised that all SARS Committee meeting dates have been confirmed by the (new) Chair, and that while monthly meetings have been scheduled, the meetings will be held on an as needs basis and in accordance with the Terms of Reference.

PART C - ITEMS FOR DISCUSSION AND INFORMATION

6 Regional Bonuses

- 6.1 The Committee received and considered Paper SARSC09/10, prepared by the Director, Future Students, who spoke to this item.
- 6.2 The discussion resulted in the Committee agreeing to support the proposal that a review process be undertaken, including:
- 6.2.1 a competitor analysis regarding regional bonuses;
 - 6.2.2 a rationalisation of the bonuses applied to ensure that they support the University's regional recruitment objectives, and to ensure coherency and consistency; and
 - 6.2.3 a reconsideration of the basis for assigning bonuses.
- 6.3 It was agreed the review be undertaken by the Director of Future Students and Manager, Academic Services in consultation with Faculty stakeholders.

Action: Regional Bonuses Review to commence as specified.

Dir, FS/
Mgr, AS

- 6.4 It was noted that the review is to be developed in the context of the impending deregulated market and the implications of this for entry into university.

- 6.5 It was suggested that the review also include examination of other groups where low-participation of students exist and whether the regional bonus schemes could offer a wider reach, not only concentrating on rural target groups.
- 6.6 The Committee supported the proposal that the outcomes of the review be presented to the SARS Committee in January 2010 to allow time for an implementation period of the recommendations, if appropriate, in preparation for 2011 selection.

Action: Report to SARS to be prepared for January 2010 as specified. .

Dir, FS/
Mgr, AS

- 6.7 The Chair concluded the discussion by suggesting the Committee should be in a position to source additional support for the review, before end year.

Action: Secretariat to follow up with Deputy Vice-Chancellor (International and Future Students) regarding resources/support for the Regional Bonuses Review.

Sec/
Chair

7 Discussion Paper: (DRAFT) Pathways and Alternative Entry and Partnerships

- 7.1 The Committee received and considered Paper SARSC09/09, Discussion Paper: Pathways, Alternative Entry and Partnerships, prepared by Andrew Harvey and Catherine Burnheim.
- 7.2 Catherine Burnheim introduced the Paper framing it in the context of the University's Strategic Options Paper and emphasised it is still a working document and that feedback and input is encouraged.
- 7.3 There was a positive response to the Paper from the Committee and an extensive discussion ensued relating to the three key areas where improvement to pathways to undergraduate study at La Trobe will be focused: Pathway Programs, Selection and Partnerships with Schools and TAFE.
- 7.4 The Director, Educational Engagement and Deputy Vice-Chancellor (International and Future Students) have recently presented a Paper to the Planning and Resources Committee proposing particular schools be identified to become pathway partners for Years 9 and 10. Evidence in the marketplace points strongly to preparation for Higher Education commencing earlier in the school journey than is actively supported currently.
- 7.5 The above-mentioned Paper argues for a specific focus on disadvantaged schools and students in direct response to the government's growth targets concerning lower SES pupils. It also embraces the notion of strengthening partnerships with schools, TAFEs and community organisations.
- 7.6 The Chair suggested a very clear statement for and commitment to indigenous students be made, particularly in relation to the Shepparton campus, with leadership driven by the Executive Director, Equity and Student Support Services.

Action: Gary Thomas to work with community colleagues to develop this in the context of the work of the SARS Committee.

ED,
ESC

TAFE Pathways

- 7.7 The Director, Educational Engagement advised that high level discussions are taking place with the Director of the Bendigo Regional Institute of TAFE (BRIT)

and LTU's Pro Vice-Chancellor (Regions) whom are to convene meetings with TAFEs in regional and metropolitan Victoria. They are to look at a range of issues concerning existing pathways including new opportunities for collaboration, Learning Management Systems and access.

Action: *The Chair requested that Catherine Burnheim and Andrew Harvey follow up with Kent Farrell and Hal Swerissen on this issue, to report back to the SARS Committee. Lisa Farrar, Executive Officer Regional Co-ordination, Regional Operations was identified as the first point of contact.*

CB/ AH

SALT Scheme

- 7.8 The Director, Future Students emphasised the SALT scheme has the potential to provide a Framework for wider entry schemes and that in particular new partnership arrangements developed with schools should fall within this framework rather than operating in parallel.
- 7.9 It was noted that a leadership programme was currently being developed and that this should be reinforced within the planning of the Student Engagement directorate. Connectivity will also be made with the partners of the Heidelberg Schools Regeneration Project soon to finalise Memorandum of Understandings with the University.
- 7.10 The Committee identified some issues that needed further consideration, debate and/or resolution:

Equity.

- 7.10.1 The success of SALT is constrained by the number of courses participating in the scheme and the ENTER requirements. It was recommended that the ENTER score be modified or removed.
- 7.10.2 Less than half the courses offered at La Trobe are part of the scheme, but all campuses are participating. There is currently no information available as to why areas are not participating.

Perceptions.

- 7.10.3 There is a perceived understanding that the University uses SALT only to fill the gaps in course admissions; what is the University's position as to why SALT is only open to some courses? The opting out of courses is problematic in that it sends inconsistent messages, internally/externally.
- 7.10.4 It was suggested that the scheme's name be changed to enable further development of the program, to enhance its appeal to schools and faculties alike - and to perhaps apply the notion of transparency into the name with a direct relationship to the program 'owner'. (Refer item 7.10.8)

Risks.

- 7.10.5 This is a competitive market (i.e. RMIT's SNAP scheme) and with its existing terms SALT is not considered to be effectively competitive.
- 7.10.6 The scheme is causing an inverse problem where students that could be admitted on alternative schemes are using SALT as the default/easier option for selection. It was suggested that this issue could be better managed through the relationships with the schools.
- 7.10.7 It was noted that on occasion schools have not been supportive of LTU's scheme as the benefits did not outweigh the capacity/resources required

from within the school. The multitude of similar schemes and the tax this put on school and career staff was not welcomed. How can this issue be addressed, and what will LTU's point of difference be?

- 7.10.8 There was divided support for changing the name of the SALT scheme. Those not in support of a name change felt that by doing so the University would risk losing the traction gained over the past two years of operation. The schools involved ought to be involved in *developing* the scheme with the University rather than being subjected to another/ new scheme.

Implications.

- 7.10.9 Support mechanisms for students in the SALT scheme are essential once the student has commenced at La Trobe. How is the University currently tracking their progress, and how can measurability be improved?
- 7.10.10 The significant resourcing implications of developing the scheme, both in terms of central administration and faculty responsibility need to be addressed; how can resources be re-aligned? This relates directly to workload management issues.
- 7.10.11 The balance of LTU's investment in the school-leaver market versus the non-school leaver market (for example, mature age entry) needs to be considered in the holistic sense rather than operating in isolation of the SALT scheme.

Data.

- 7.10.12 What data is available to us on the success, and failings, of the SNAP scheme in particular?
- 7.10.13 What data is available to us on the existence/ outputs/ success rates of school-leaver/non-school leaver entry programmes?
- 7.10.14 Appropriate management for the required data research, with adequate resources identified, is to be determined.

Timelines.

- 7.10.15 Pre-requisites are in place up to 2012 therefore any changes/developments will be promoted beyond 2012.
- 7.10.16 A timeline for the introduction of new courses for 2011 has been designed for the Design for Learning's Curriculum Design Guidelines Working Party by Academic Services and should be available for wider circulation to this Committee.

Action: *The Chair recommended a small working group be established for 'SALT2' (a temporary reference until the project name is agreed). The objective will be to determine how the University can build on the existing practices and to follow up on the issues identified throughout the discussion. Resources will need to be identified and sourced accordingly. The Chair and Secretariat to liaise with the Deputy Vice-Chancellor (International and Future Students).*

Sec/
Chair

8 Other Business

- 8.1 The Manager, Student Administration raised three current issues for inclusion in the Committee's schedule of business going forward:

- 8.1.1 VTAC and ACER dialogue concerning aptitude tests;
- 8.1.2 The University Scholarship website;
- 8.1.3 Direct Applications – DEEWR.

Action: *Secretariat to liaise with the Chair and Manager, Student Administration to progress these issues as necessary.*

Sec/
Chair,
Mgr, AS

9 Next Meeting

- 9.1 The next meeting will be held on Thursday 26th November 2009, 10.00am-12.00pm in the Mandala Room, Level 3 David Myers Building, Bundoora.