**WELCOME AND APOLOGIES**

The apologies mentioned above were noted.

**ACKNOWLEDGEMENT OF COUNTRY**

The meeting commenced at 10:05 am with the Chair providing the acknowledgement of country.

**ARRANGEMENT OF AGENDA**

3.1 Disclosure of conflicts of interest

There were no conflicts of interest disclosed.

3.2 Adoption of unstarred items

**Resolution SLTC 19/20**

The Senate Learning and Teaching Committee resolved to note the unstarred agenda items 6, 7 and 17 and where appropriate, adopt as recommended.

**MINUTES OF THE PREVIOUS MEETING**

4.1 Minutes of the previous Senate Learning and Teaching Committee meeting on 6 May 2019.

**Resolution SLTC 19/21**

The Senate Learning and Teaching Committee resolved to approve the minutes of the meeting held on 6 May 2019 as a true record.

**BUSINESS ARISING FROM THE MINUTES**

5.1 Items requiring action

19/3-3 Member nominations onto the ‘Review of Legislation to prohibit Academic Cheating Services’ working group

Current nominees on the working group are:

- Associate Professor Mitch Parsell (Chair of working group).
- Dr Wylie Bradford.
Dr Pamela Humphreys.
Ms Zoe Williams.
It was noted that Mr Lloyd Doherty (University Solicitor) has been approached to join the working group.

Further member nominations will be received and a meeting will be arrange to take place soon. Item closed.

19/3-2 English Language Working Group Update
The final recommendations were provided in agenda item 13.1. Item closed.

19/3-1 Guidelines on the appointment of the Senate Learning and Teaching Committee (SLTC) Chair
An update will be provided via email in July 2019. Remains open.

Academic Progression Policy
This item will be passed onto the new Chair of SLTC. Remains open.

Resolution SLTC 19/22
The Senate Learning and Teaching Committee resolved to note the report on items requiring action.

6. ACADEMIC SENATE IN-BRIEF REPORT ON 9 APRIL 2019

Resolution SLTC 19/23
The Senate Learning and Teaching Committee resolved to note the Academic Senate In-Brief report from the meeting which took place on 9 April 2019.

7. SLTC 2019 FORWARD PLAN
(For noting)
The 2019 Forward Plan was noted.

Resolution SLTC 19/24
The Senate Learning and Teaching Committee resolved to note the 2019 Forward Plan.

8. QUALITY INDICATOR TEACHING AND LEARNING (QILT) – GRADUATE OUTCOME AND STUDENT EXPERIENCE 2018 SURVEY RESULTS
Ms Chandrama Acharya presented the findings from x4 QILT surveys and informed the Committee that the response rate had hugely increased from previous years. It was further noted that the 2018 survey results show a decline in student satisfaction from Macquarie full time, undergraduate students in comparison to previous years. The following comments were made:

- The Committee asked for the Deputy Vice-Chancellor (Academic) (DVC(A)) to provide an update on the University’s response to the survey results at the next SLTC meeting in the capacity of Academic governance. Action item.
- The importance of analysing the issues (comparing against past years, particularly at long term trends) and making a re-commitment to Learning and Teaching Success, also as performance-based funding is going to be introduced.
- Zoe Williams informed the Committee that there will be responses to the survey results from the Academic Governance side (DVC(A), and from the Management side of the University from the Executive Group.
- That it is important to present a positive message in light of these results, e.g., due to brand image.
- For data collection such as this to be assessed before the students leave Macquarie University so that more information can be gathered if required, and for there to be a specific ‘Student Voice’ project to deal with this. That there is more which can be done before students leave with learning analytics, and more.
- Comments were made about the need to create more time to improve on the data, particular with a higher number of student admissions, with an increase of 30% for 2020 which could mean more work and less time to focus on Learning and Teaching improvements.

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<th>Action Item</th>
<th>Who</th>
<th>When</th>
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<tr>
<td><strong>19/4-1 Quality Indicator Teaching and Learning (QILT) – 2018 Student Survey Results</strong> Provide SLTC with an update on how the university will respond to the 2018 Student Survey results.</td>
<td>Professor Kevin Jameson</td>
<td>16-Sept-2019</td>
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Resolution SLTC 19/25
The Senate Learning and Teaching Committee resolves to note the:
1. Major findings from 2018 Student Experience Survey (SES).
9. IMPLEMENTATION OF 2020 CURRICULUM ARCHITECTURE

- Dr Stuart Upton informed the Committee that the new Curriculum Management System (CSM) will go live on 17 July 2019 and that the final design of the system is being worked on with the vendor.
- Looking at a deadline of end November 2019 for the Unit Guide Schedule.
- Dr Upton tabled a copy of the Unit Guide Procedure Flowchart and commented that some changes will need be made and that SLTC will be asked to consider these changes.
- The Committee requested that the amended flow chart is attached to the Unit Guide Schedule as a guide on how to implement the schedule. Action item.

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<tr>
<td>19/4-2 Unit Guide flowchart and Schedule</td>
<td>Dr Stuart Upton</td>
<td>16-Sept-2019</td>
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Attach the completed flow chart to the Unit Guide Schedule as a guide on how the schedule is implemented.

Resolution SLTC 19/26
The Senate Learning and Teaching Committee resolved to note the tabled document entitled ‘Unit Guide Procedure Flowchart’.

10. REPORT FROM CHAIR
New SLTC Chair
Professor Mariella Herberstein informed the Committee that calls for ‘expressions of interest’ for the role of Chair to SLTC will be sent out to a broad audience i.e., as well as SLTC members to Academic Standards and Quality Committee (ASQC), Academic Senate, and Faculty Boards members.

Academic Integrity Module
The Academic Integrity Module was rolled out throughout the Faculty of Human Sciences.
Associate Professor Parsell informed the committee that roll-out will continue with a staged approach and will be rolled out to the Faculty of Arts soon and in ready for a full university roll-out in Session 1 or 2, 2020.
It was highlighted that the University Registrar will need to be informed of the final 2020 roll-out to the first year students in 2020.
It was noted that an ‘Impact Assessment’ has not been carried out but that Associate Professor Mitch Parsell is pleased with a positive response rate and is comfortable with the governance aspects of the roll-out.

11. REPORT FROM THE DEPUTY VICE-CHANCELLOR (ACADEMIC)
There were no items to report.

12. STUDENT LED BUSINESS
There was no Student Led Business to report.

13. STRATEGY AND POLICY

13.1 English Language Working Group Update
Following the English Language audit made the final recommendations were provided. It was noted that these had been reviewed and acknowledged by the DVC(A) and the PVC(L&T) before they came back to SLTC.
The Chair thanked Dr Pamela Humphreys and her team for all of the hard work which had been completed on this project.

Resolution SLTC 19/27
The Senate Learning and Teaching Committee resolves to recommend the following recommendations to Academic Senate for approval:

1. That the University considers revisiting a strategy or policy around English language development, taking into account the findings and recommendations in this paper.
2. That this strategy or policy align with Macquarie University’s strategic agenda.
3. That Academic Senate establishes a Working Group to support and guide further work in this area.

14. SLTC AND ASQC JOINT WORKING GROUP – CONVERSION FROM GPA TO WAM
An email had been sent out to SLTC members on 23 May 2019 to request nominations for the joint SLTC and ASQC joint working group. Only one nomination had been received.
It was noted that if no further nominations are made by 7 June 2019, the SLTC Chair will appoint members to the working group. **Action item.**

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<tr>
<td>19/4-3 Expressions of Interest - Nominations for the ‘Conversion from GPA to WAM’ SLTC/ASQC joint Working Group</td>
<td>All</td>
<td>7-Jun-2019</td>
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<tr>
<td>Provide SLTC Chair with nominations for the SLTC/ASQC joint working group by 7 June 2019</td>
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15. **REPORTS FROM OFFICES**

15.1 **PACE Update**

The PACE report was noted by the Committee.

It was recommended that Faculty Boards provide SLTC with regular reporting on Learning and Teaching activities, initiatives, etc., within their faculty and that this recommendation will be considered by the new SLTC Chair. **Action item.**

Ms Williams informed the Committee that as part of the Shared Academic Governance (SAG) project, all Faculties will be required to provide Learning and Teaching reports to Academic Senate which will be outline in a reporting schedule, e.g., Forward Plan.

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<tr>
<td>19/4-4 Faculty Boards Reporting to SLTC</td>
<td>Chair</td>
<td>Aug/Sept-2019</td>
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<td>Consider regular reporting on learning and teaching activities, initiatives, etc., from the faculties to SLTC.</td>
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**Resolution SLTC 19/28**

The Senate Learning and Teaching Committee resolved to note the PACE Report.

16. **OTHER BUSINESS**

There was no further business.

17. **NEXT MEETING**

The next meeting of the Senate Learning and Teaching Committee will be held on Monday, 1 July 2019. The meeting closed at 11:14 am.

**Dr Mitch Parsell**

Chair, Senate Learning and Teaching Committee