

Quality of Teaching and Learning - Subject Review Procedure

SCHEDULE A – Subject Experience Survey (SES) SCHEDULE

Subject Experience Survey – Instrument Questions

The SES is structured so as to have a group of common or standard questions;

- the ability to add questions to the survey in order to assess student perceptions of other aspects of their learning or delivery of the subject;
- the capacity to request qualitative feedback.

Questions have been developed for the SES based on a 'teaching for learning' philosophy which focuses on students' experiences of learning in subjects and how teaching practices have influenced their learning. This is a fundamentally educative approach to evaluation that aims to identify whether key elements of an effective educational environment are present or not. This approach involves a shift in emphasis from past practice, where the approach has been to ask questions about teacher behaviour.

Subject Experience Survey – Standard questions

The following questions are included at the beginning of all Subject Experience Surveys.

- 1) Overall, this subject has been intellectually stimulating
- 2) Overall, this subject has been well co-ordinated
- 3) Overall, this subject has been supported by useful learning resources
- 4) Overall, this subject has been well-taught
- 5) Focusing on my own learning in this subject, I have been required to work at a high standard
- 6) Focusing on my own learning in this subject, I found the assessment tasks useful in guiding my study
- 7) Focusing on my own learning in this subject, I received valuable feedback on my progress
- 8) Focusing on my own learning in this subject, I learnt new ideas, approaches and/or skills
- 9) Focusing on my own learning in this subject, I learnt to apply knowledge to practice
- 10) Focusing on my own learning in this subject, I have been part of a group committed to learning
- 11) What were the best aspects of this subject?
- 12) What aspects of this subject do you believe should be improved?

Questions 1-10 use a five-point response scale with labels: Strongly Disagree; Disagree; Neither; Agree; Strongly Agree.

Questions 11-12 include a free-text box for qualitative responses.

Subject Experience Survey – Faculty of Arts – 10 pilot questions

The following questions are included at the beginning of all Subject Experience Surveys.

- 1) Overall, the experience gained through this subject has been intellectually stimulating
- 2) Overall, this experience gained through this subject has been well co-ordinated
- 3) Overall, I have been supported by useful learning resources
- 4) Overall, I have been given appropriate support and guidance
- 5) Focusing on my own growth and development, I have been required to work at a high standard
- 6) Focusing on my own growth and development, I found the assessment tasks relevant in guiding my learning
- 7) Focusing on my own growth and development, I received valuable feedback on my performance
- 8) Focusing on my own growth and development in this subject, I learnt new ideas, approaches and/or skills
- 9) Focusing on my own growth and development in this subject, I learnt to apply knowledge to practice
- 10) Focusing on my own growth and development in this subject, I have felt part of a network and/or team

Questions 1-10 use a five-point response scale with labels: Strongly Disagree; Disagree; Neither; Agree; Strongly Agree.

Subject Experience Survey - List of Approved Additional Questions

Faculties, departments and subject coordinators may obtain more detailed student feedback by modifying the instrument through additional questions included on the List of Approved Additional Questions below. Use of additional questions is encouraged. No more than fifteen questions may be added to the survey.

The optional questions which can be added to the online Subject Experience Survey (SES) fall into five broad groups:

- items which focus on student outcomes,
- items which help evaluate students' sense of their learning community and learning experience,
- items which solicit direct feedback on specific teaching contexts or delivery modes (such as clinical or other practical work subjects, or studio or performance based subjects),
- items which focus on teaching performance, and
- items which are specific to a degree or discipline.

Most questions make use of the standard 5-point response scale, labelled below as 'Likert Scale': Strongly Disagree; Disagree; Neither; Agree; Strongly Agree.

Student Outcomes

A. Student outcomes and skills development		
A1	This subject improved my skills in written communication	Likert Scale
A2	Studying this subject helped me improve my communication skills	Likert Scale
A3	This subject sharpened my analytic skills	Likert Scale
A4	Studying this subject helped me develop analytical skills	Likert Scale
A5	This subject developed my problem-solving skills	Likert Scale
A6	This subject improved my skills in oral communication	Likert Scale
A7	Studying this subject helped me improve my mathematical skills and understanding	Likert Scale
A8	Studying this subject helped me improve my technical skills	Likert Scale
A9	My leadership skills developed through participation in this subject	Likert Scale
A10	My critical thinking skills improved because of this subject	Likert Scale
A11	This subject developed my skills in working with others	Likert Scale
A12	I acquired skills in this subject that I can apply in other areas	Likert Scale
A13	I improved my understanding of concepts and principles in the field	Likert Scale
A14	I was introduced to different points of view	Likert Scale
A15	I have developed skills which will help me in my career	Likert Scale
A16	Principles taught in this subject are relevant to my future occupation	Likert Scale
A17	The subject has equipped me with the skills that will assist my future professional development	Likert Scale
A18	I engaged in critical exploration of advanced concepts and methods	Likert Scale
A19	The subject challenged my way of thinking	Likert Scale
A20	The subject was academically rigorous	Likert Scale

Learning Experience

B. Subject Structure and Organisation		
B1	The subject objectives were clear to me	Likert Scale
B2	The learning outcomes of this subject were clear to me	Likert Scale
B3	I understand what is expected of me in this subject	Likert Scale
B4	The content of this subject is consistent with subject objectives	Likert Scale
B5	As the subject progressed I could see how the various topics were related to each other	Likert Scale
B6	The subject design encouraged me to study effectively	Likert Scale
B7	The workload in this subject was manageable	Likert Scale
B8	This subject is creatively planned	Likert Scale
C. Learning Community		
C1	I have learned from the experience of other students in this subject	Likert Scale
C2	I was able to explore academic interests with staff and students	Likert Scale
C3	I learned to explore ideas confidently with other people	Likert Scale
C4	Students' ideas and suggestions were used during the subject	Likert Scale
C5	There was an atmosphere created which encouraged the exchange of ideas	Likert Scale
C6	The guest speakers made a valuable contribution to this subject	Likert Scale
C7	Collaborative work was a valuable part of this subject	Likert Scale
C8	Teaching staff encouraged questions and expression of ideas	Likert Scale
C9	Challenging questions were raised for discussion	Likert Scale
C10	Class time was used effectively	Likert Scale
C11	Teaching staff in this subject treated all students with respect	Likert Scale

D. Student Participation and Effort		
D1	I felt challenged and motivated to learn	Likert Scale
D2	I was challenged to think critically	Likert Scale
D3	I regularly attended lectures	Likert Scale
D4	I regularly attended tutorials	Likert Scale
D5	I regularly attended practical or laboratory classes	Likert Scale
D6	I put a lot of effort into this subject	Likert Scale
D7	I studied efficiently in this subject	Likert Scale
D8	I usually completed prescribed reading before each class	Likert Scale
D9	I regularly participate in class discussions	Likert Scale
D10	I felt comfortable to approach teaching staff to clarify concepts I found confusing	Likert Scale
D11	I felt comfortable to approach teaching staff when I was unsure of the expectations for assessment	Likert Scale
D12	I participated actively in tutorials /workshops in this subject	Likert Scale
D13	Reflecting on your participation in this subject, how many classes did you attend?	More than 75%; Between 50-75%; Between 25-50%; Fewer than 25%;
E. Assessment and Feedback		
E1	The assessment tasks clearly reflected the subject objectives	Likert Scale
E2	The assessment tasks helped me to study effectively	Likert Scale
E3	The assessment tasks allowed me to demonstrate what I had understood	Likert Scale
E4	Learning activities in this subject helped me monitor my progress	Likert Scale
E5	Assessment tasks increased my understanding of core concepts	Likert Scale
E6	I understand the grading criteria used in assessing my work	Likert Scale
E7	Teaching staff provided timely feedback on my performance	Likert Scale
E8	Adequate feedback is provided to guide my progress in this subject	Likert Scale
E9	Teaching staff suggested specific ways I can improve	Likert Scale
E10	Teaching staff commented usefully on my written work	Likert Scale
E11	Assessment tasks were well paced throughout the semester	Likert Scale

F. Learning and Teaching Resources and Support		
F1	Learning resources were relevant to subject content and objectives	Likert Scale
F2	The prescribed textbook contributed to my understanding of the subject	Likert Scale
F3	The recommended texts contributed to my understanding of the subject	Likert Scale
F4	The problem sets provided were valuable as learning aids	Likert Scale
F5	The subject web page was a valuable resource	Likert Scale
F6	LMS activities (Blogs, wikis) provided good opportunities for collaborative learning	Likert Scale
F7	Information from the LMS subject site helped me manage my study	Likert Scale
F8	Where it was used, the information technology in teaching and learning was effective	Likert Scale
F9	It was made clear what resources were available to help me learn	Likert Scale
F10	The study materials were clear and concise	Likert Scale
F11	Subject materials were relevant and up to date	Likert Scale
G. Capstone Subjects		
G1	As a result of this subject, I have developed a more integrated understanding of my major field of study	Likert Scale
G2	This subject required me to use knowledge and skills that I have acquired across a number of subjects in this discipline.	Likert Scale
G3	The assessment in this subject has required me to draw on what I have learnt in my major field of study.	Likert Scale
G4	This subject has been helpful in developing the skills to undertake a major project in this field of study.	Likert Scale
G5	This subject has helped me to prepare for work in areas relevant to my major field of study.	Likert Scale

Teaching Delivery, Teaching Modes

H. Lectures, Seminars and Tutorials		
H1	The lectures were well presented	Likert Scale
H2	Teaching staff were actively helpful when students had problems	Likert Scale
H3	Teaching staff presented information effectively	Likert Scale
H4	Teaching staff explained difficult material clearly	Likert Scale
H5	The seminars were valuable for my learning	Likert Scale
H6	The tutorials were valuable for my learning	Likert Scale
H7	The lectures were valuable for my learning	Likert Scale
H8	I found tutorials helpful to my understanding of this subject	Likert Scale
H9	My tutorials / workshops in this subject have been well taught	Likert Scale
H10	The tutor's explanations were clear	Likert Scale
H11	The tutor promoted my learning in this subject	Likert Scale
H12	I found tutorials / workshops helpful to my understanding of this subject	Likert Scale
H13	Teaching staff handled classroom discussion skillfully	Likert Scale
H14	We welcome your comments about your tutorials	Long Answer
I. Practical or Laboratory Classes		
I1	Lab procedures were clearly explained to me	Likert Scale
I2	Expectations about specific lab procedures were clearly stated in advance	Likert Scale
I3	Lab demonstrators were helpful	Likert Scale
I4	The lab sessions were well organised	Likert Scale
I5	Pre-lab lectures were helpful in my understanding of the lab experiments	Likert Scale
I6	The relationship between the laboratory and lecture materials was clear	Likert Scale
I7	Lab experiences clarified the lecture material	Likert Scale
I8	Lab experiences helped me learn fundamental concepts	Likert Scale
I9	Lab assignments were interesting and stimulating	Likert Scale
I10	Lab assignments were reasonable in length and complexity	Likert Scale
J. Studio and Performance-based Classes		
J1	There was good balance between artistic philosophy and craft	Likert Scale
J2	I found the performance projects valuable to my learning	Likert Scale
J3	I found the art projects valuable	Likert Scale
J4	I found the design projects valuable	Likert Scale
J5	I was exposed to a variety of performance techniques in this subject	Likert Scale
J6	I was exposed to a variety of art techniques in this subject	Likert Scale
J7	I was exposed to a variety of design techniques in this subject	Likert Scale
J8	My individual artistic abilities have developed in this subject	Likert Scale
J9	Teaching staff showed me how to think about different ways to approach performance	Likert Scale
J10	Teaching staff showed me how to think about different ways to approach art	Likert Scale
J11	Teaching staff showed me how to think about different ways to approach design	Likert Scale
J12	Performances provided an opportunity for me to demonstrate my learning	Likert Scale
J13	Evaluations of my performance were constructive	Likert Scale
J14	The evaluations of my artistic work in this subject were constructive	Likert Scale
J15	The evaluations of my design work in this subject were constructive	Likert Scale
J16	I had sufficient opportunities to use practice room facilities	Likert Scale
J17	Who was your tutor or Studio Leader?	Short Answer
J18	What was the name of your Studio Project?	Short Answer

K. Clinical Experience		
K1	The amount of clinical experience offered was adequate	Likert Scale
K2	An adequate amount of observation and supervision was provided	Likert Scale
K3	Clinical teaching staff helped me correct problems in my clinical technique	Likert Scale
K4	The time allocated to clinical work was adequate to perform the required procedures	Likert Scale
K5	Client availability was adequate to achieve the objectives	Likert Scale
K6	Clinical cases provided an adequate breadth of experience	Likert Scale
K7	Clinical experiences illustrated the guidelines for ethical and professional behaviour	Likert Scale
K8	Prior coursework adequately prepared me to handle clinical tasks	Likert Scale
K9	I had responsibility for patients commensurate with my abilities	Likert Scale
K10	I improved my ability to present and discuss cases	Likert Scale
K11	Clinic projects were appropriate to the level of the subject	Likert Scale
K12	Performance exams allow me to demonstrate my clinical competencies	Likert Scale
K13	Prescribed criteria were used in evaluating my performance in clinical settings	Likert Scale
K14	Clinical experience was well co-ordinated with coursework	Likert Scale
K15	I received adequate supervision at clinical sites	Likert Scale
K16	My clinical instructor treated me with respect	Likert Scale
L. Fieldwork Experience		
L1	Field trips offer insights that lectures or readings did not	Likert Scale
L2	Field trips were well planned	Likert Scale
M. Placement/Internship Subjects		
M1	The placement was clearly linked to the objectives of the subject	Likert Scale
M2	I was able to incorporate into the industry placement what I learned in the theory	Likert Scale
M3	The industry placement was well organised	Likert Scale
M4	My industry placement enhanced my understanding of the theory	Likert Scale
M5	The internship was clearly linked to the objectives of the subject	Likert Scale
M6	I was able to incorporate into the internship what I learned in the theory	Likert Scale
M7	The internship was well organised	Likert Scale
M8	My internship enhanced my understanding of the theory	Likert Scale
N. Research Subjects		
N1	I learned about methods for advancing knowledge in the field	Likert Scale
N2	In this subject I gained insights into research and current thinking in the field	Likert Scale
N3	This subject helped me develop a research question or problem	Likert Scale
O. Online Subjects		
O1	This subject makes good use of technology in teaching	Likert Scale
O2	The design of this course is well suited for internet delivery	Likert Scale
O3	The interactivity in this course is well suited for internet delivery	Likert Scale
O4	Communication of information in this subject is timely	Likert Scale
O5	Delivery of course materials in this subject is timely	Likert Scale
O6	It was easy to find my way through the online content	Likert Scale
P. Team Teaching		
P1	Team teaching was used effectively in this subject	Likert Scale
P2	Teaching was well-coordinated among the teaching staff	Likert Scale
Q. Multidisciplinary Content and Approach		
Q1	I learned about methods for advancing knowledge from multiple disciplines	Likert Scale
Q2	In this subject I learned how to integrate different disciplinary perspectives	Likert Scale

R. Facilities and Learning Spaces		
R1	The teaching and learning spaces used for this subject were adequate	Likert Scale
R2	The venue used for lectures was well suited	Likert Scale
R3	The venue used for tutorials was well suited	Likert Scale
R4	The venue used for practical classes was well suited	Likert Scale
S. Timetabling		
S1	The scheduling for this subject suited me	Likert Scale

Teaching Performance

Refer to SES Policy for details about use of the SES for evaluation of teaching. Please note that post-hoc analysis will be required within your faculty in order to connect responses with nominated teaching staff.

T. Teaching Performance		
T1	Name of lecturing/teaching staff member	Short Answer
T2	Name of tutor	Short Answer
T3	Overall I would rate this person as a good lecturer	Likert Scale
T4	The components of this subject delivered by the staff member were well taught	Likert Scale
<p>Question Set: <i>Heading: Please provide details of the tutorial/seminar you attended regularly</i></p>		
T6	Day of the week	Short Answer
T7	Start time	Short Answer
T8	Location/room	Short Answer
U. Teaching Performance – Multiple Teaching Staff		
<p>The following question sets can be repeated in order to seek feedback on multiple teaching staff. Each instance of each question contributes to the total number of questions, and must remain within policy limits.</p>		
<p>Question Set: <i>Heading: In the following section you are asked to rate the overall performance of lecturing staff. Please write in the name of the relevant staff member in the space provided, then rate their performance in the question which follows. If there are three lecturers you will need to repeat this process for each lecturer.</i></p>		
U1	Name of lecturing/teaching staff member	Short Answer
U2	Overall I would rate this person as a good lecturer	Likert Scale
<p>Question Set: <i>Heading: In the following section you are asked to rate the overall performance of teaching staff. Please write in the name of the relevant staff member in the space provided, then rate their performance in the question which follows. If there are three lecturers you will need to repeat this process for each lecturer.</i></p>		
U3	Name of lecturing/teaching staff member	Short Answer
U4	The components of this subject delivered by the staff member were well taught	Likert Scale

Subject and Degree Specific Questions

V. Subject and Degree Specific Questions		
V1	This subject helped me to understand student learning	<i>Likert Scale</i>
V2	This subject helped me to construct a positive classroom	<i>Likert Scale</i>
V3	This subject introduced me to highly relevant research about education	<i>Likert Scale</i>
V4	This subject equipped me to better cater for individual differences in my classroom	<i>Likert Scale</i>
V5	This subject made an important contribution to my ability to teach	<i>Likert Scale</i>
V6	My individual music abilities have developed in this subject	<i>Likert Scale</i>
V7	Are you in the BEnvs degree?	<i>Yes/No</i>
V8	Which major are you studying?	<i>Short Answer</i>
V9	In this subject I developed my understanding and respect for Indigenous knowledges, cultures and values.	<i>Likert Scale</i>
V10	In this subject I developed skills in working respectfully with Indigenous peoples and communities.	<i>Likert Scale</i>

REVIEW

This schedule is to be reviewed by 31 December 2017.

VERSION HISTORY

Version	Approved By	Approval Date	Effective Date	Sections Modified
1	President, Academic Board	21 September 2012	21 September 2012	
2	President, Academic Board	19 February 2014	19 February 2014	Addition of questions V9 and V10
3	President, Academic Board	10 July 2014	11 July 2014	Amendment of Subject Experience Survey – Standard questions 1-10 and deletion of questions 11 and 12
4	President, Academic Board	23 July 2014	23 July 2014	Correction to 10 July amendment to restore the original standard questions, and include the 10 Arts pilot questions as additional questions.