

MINUTES

Supporting Holmesglen Learners

Date:	2/6/2021
Time and venue:	5:00pm – Webex Meeting
In attendance:	Emilie, Swetta, Sebastian, Michaela, Travis, Simran, Divyangana, Amanda, Nisura, Theresa
Apologies:	Theresa, Anandpreet
Minute's secretary:	Sebastian Garrido

1. Welcome & Apologies.

2. Discussion Theme – Assessments & Exams Holmesglen Learners

2.1 Relevance of assessment to coursework.

2.1.1. Do you feel your assessments cover what you have been taught?

Swetta – There are subjects where they are missing to cover important information of topics that are not discussed but relevant to understand what has been taught.

Simran – There are topics in IT that are covered but not assessed immediately, and those same subjects become relevant in further semesters and are assessed in a different subject from which they were taught.

2.1.2 Are you always provided with a marking guide for your assessment?

Swetta – She agrees that marking guides are always provided with assessments.

Simran – The marking guides are provided but they are not always properly explained.

2.1.3 Are you familiar with the marking guides and do you use this in planning your assessment?

Swetta – Students tend to use the marking rubric more often once they get familiar with it.

Theresa – Teachers usually explain the marking guides when they are explaining an assignment, so students get familiar quickly with the use of the marking rubrics.

2.2. Feedback

2.2.1. Do you receive detailed feedback on your assessments?

Travis – Consistency with the feedback depends on the teachers, some of them give detailed feedback that is helpful, some teachers give basic feedback.

Divyangana – Feedback can vary even in the same teacher, sometimes they would provide detailed feedback and some others would be minimal.

Swetta – Sometimes the feedback and the grading provided by the teachers can be based on opinion that is not necessarily related to the accuracy of the answers provided.

2.2.2. Do you receive feedback in time so you can learn from your mistakes?

Simran – In some units, feedback is not provided in time, so in two assignments that are related in topics, a student would be finishing or submitting an assignment without having received the feedback from the previous assignment to know if he or she did it right.

2.3. Student Rights & Obligations

2.3.1. Do students often disagree with their grading?

Divyangana – Teachers sometimes would look for something very specific to mark on, even if there are multiple correct answers, and they are in line with the rubric, they would look for specific answers that are not standardized.

Swetta – Sometimes a teacher would grade two students differently even if they get the same source, but they paraphrase differently.

2.3.2. Do students seek support if they disagree with their marks?

Swetta – Sometimes student disagree with the marks but do not look to do anything about it.

There are times that teachers do not provide proper feedback, and when students question the teacher for feedback, they might not handle it in a professional, or impartial manner.

2.3.3. Are students aware of their rights and obligations when it comes to assessments?

Swetta – Rights and obligations are not often spoken about, so in many cases students are not aware of them.

3. Recommendations

What recommendations are you putting to the institute to improve the student experience regarding providing the correct support to Holmesglen learners?

1. Students are not receiving details feedback from exams. They understand exam tools may be used in future, detailed feedback on exam results is still required.
2. Recommendation to standardise the rubric template across the institute to include the following features: marking criteria, marks awarded, details feedback from teacher, a column where students could ask further questions.
3. Recommendation that teachers consistently take students through the marking rubric.
4. Independent advocacy program to support students questioning exam / assessment results.
5. Further reassurance of the complaints system - that making a complaint will not impact on grading of future assessments.

Divyangana motions these recommendations to be brought forward to the CEAR.

4. Next meeting & meeting topic.

Meeting # 5 - 5pm Thursday 12 August 2021 – The Digital Experience