

Minutes of the Student Advisory Council held at 1:30pm on Thursday, 18 April 2019 in building 36, room 301.

<b>PRESENT:</b>	Ranjith Raj Mahasheta Vishwanath International Malagi Aibek Niyetkaliyev Jacob Morath Grace Welsby Thu Uyen Le Oliva Poate Cheng Deng Ningyang Cheng Anju Rijal Bryce Humphries Dinh Bao Che Mia Watson Yuxi Ruan  Bailey Bond Boston Edwards Alec Hall	Chair, Mature Age Secretary, Law, Humanities and the Arts -  Academic Senate - Postgraduate Academic Senate - Undergraduate Academic Senate - Undergraduate Business - International Clubs and Societies Engineering and Information Science - International Innovation Campus Science, Medicine and Health - International Science, Medicine and Health UG South Western Sydney – Liverpool Campus University Council – Undergraduate University Council – Postgraduate, Wollongong University Postgraduate Association UOW Pulse Woolyungah Indigenous Centre Wollongong Undergraduate Student Association
<b>IN ATTENDANCE:</b>	Mrs Theresa Hoynes Mr Robert Sim  Mr Debby Porter  Ms Tori Funnell Mr Dominic Riordan Professor Theo Farrell Senior Professor Daniel Hutto Dr Kellie Ridges	Director, Student Services Division Senior Manager Admissions, Fees and Scholarships, Student Services Division Manager SSAF and Student Projects, Student Services Division Senior Manager, Governance Director, Academic Quality and Standards Executive Dean Law, Humanities and the Arts Head of the School of Liberal Arts  Faculty Executive Manager Law, Humanities and the Arts
<b>OBSERVER:</b>	None	
<b>APOLOGIES:</b>	Samantha Sharpe Undergraduate  Samantha Minney Shah Junaid Islam Lucas Peers-Catt Emma Bellino Tom Carroll Cagdas Caliskan Rebecca Taylor Rochelle Nash	Deputy Chair SAC, Academic Senate -  Batemans Bay Campus Business International LGBTIQ Law, Humanities and The Arts – Postgraduate Persons with Disability Sydney CBD Campus Shoalhaven Campus Social Sciences – Undergraduate

## **PART A: OFFICIAL BUSINESS**

### **\*A1 Welcome and Introduction**

The Chair acknowledged the traditional custodians of the land and welcomed all the representatives and UOW staff in attendance. The Chair noted that the meeting is in quorum.

The committee were advised the meeting was being recorded and upon request, the recording could be stopped. The recording will be used as a backup for clarification when drafting minutes, once the SAC have ratified the minutes the recording will be deleted.

The Chair noted an article published in the Illawarra Mercury on Tuesday 16 April, with the headline 'UOW Student Advisory Council chair hits out at 'free speech detractors''. The Chair clarified that the comments shared were his own personal views and opinions, at no time was he representing the Student Advisory Committee.

During the course of the interview, the Chair was asked about the representative positions he held, which he did disclose. The Chair felt that this disclosure was in keeping with the information readily available via his personal LinkedIn media account as well as the UOW Student Representative website.

The Chair offered this explanation and his deepest apologies if any representatives felt he was representing the Student Advisory Committee. The Chair clarified that the opinions shared were his and his alone.

### **\*A2 Arrangement of Agenda**

#### **A2.1 Conflicts of Interest**

No conflicts of interest were declared.

#### **A2.2 Confidential Items**

No confidential items were declared.

#### **A2.3 Starring of Items**

All items

#### **A2.4 Meeting protocol**

The Chair requested all items be raised through the Chair and reminded the committee to treat each other with respect and dignity.

### **\*A3 Confirmation of Minutes**

#### **RESOLVED 2019/1**

*that the minutes of the previous meeting held on 24 October 2018 be confirmed and signed as a true record.*

#### **RESOLVED 2019/10**

*that the minutes of the previous meeting held on the 12 March 2019 to be confirmed and signed as a true record.*

**\*A4 Action Items and Business Arising**

**Status: NE: New CO: Carried Over OH: On Hold CL: Closed**

<b>RESOLUTION ITEM</b>	<b>STATUS</b>	<b>ACTION</b>	<b>DUE DATE</b>	<b>RESPONSIBLE PERSON</b>
2018/29	CO	A representative from UOW Accommodation services to speak to the fees payable by students	TBC	Manager SSAF and Student Projects
Informal Meeting1/2019 discussion item	CO	The Chair of the SAC to prepare a paper on the value of the live recording of Student Advisory Council Meetings.	13/8/2019	Chair SAC
Operational	NE	Development of a SSAF Strategy Map including a handover period for current and incoming reps (incl. in action items.) and present to SAC for feedback and comment for the September SAC meeting.	September SSAF	Chair SAC Manager SSAF and Student Projects
2019/13	NE	Creation of an International Representative Working Group	13/8/2019	Manager SSAF and Student Projects
SAC meeting 18/04	NE	Review of working microwaves in building 24 – student space	16/05/2019	Manager SSAF and Student Projects
SAC meeting 18/04	NE	Multi-storey parking, when this facility will be open.	16/05/2019	Manager SSAF and Student Projects
SAC meeting 18/04	NE	Sandwich press availability at locations where microwaves are available for student use	16/05/2019	PULSE Representatives
SAC meeting 18/04	NE	ECHO 360 update to SAC following progress of working groups	TBA	Academic Senate Representatives Mia Watson
SAC meeting 18/04	NE	Responsible Referral Module, investigate the availability to include this resource within the SAC ‘tool kit’	16/05/2019	Manager SSAF and Student Projects

**\*A5 Chair’s Report**

The Chair provided an update on the DISC Training session held earlier in the year. Participants were invited to complete an on-line survey prior to the day, which identified their individual management style. The training assisted participants in identifying methods and techniques that may be adopted to maximise their potential as a leader and manager.

The training and outcomes each of the participants received was extremely valuable and the Chair encourages representatives to participate in this training should it become available again in the future.

## **PART B: GENERAL BUSINESS**

### **\*2.1 Bachelor of Arts in Western Civilisation**

The Chair opened this item, referring to resolution 2019/7, where the SAC invited representatives from the Faculty of Law, Humanities and the Arts to present on the course content of the Bachelor of Arts in Western Civilisation. The Chair reminded the representatives that they were provided two opportunities to provide questions for the Faculty to address as part of their presentation. As a result, the Director of Academic Quality and Standards and the Senior Manager Governance attended to assist where required.

The Chair advised the committee that if time permitted representatives might have an opportunity to ask questions following the presentation, and would be directed by the Chair.

Following the Chair's introduction, Senior Professor Dan Hutto from the School of Liberal Arts provided an overview of the Bachelor of Arts in Western Civilisation. The presentation identified the following:-

- i. The curriculum for the degree has been designed to address diversity and inclusion as central concern. Students will be required to examine, discuss and analyse how ideals, artworks, practices of non-Western cultures and civilisations have and can enter into conversation with their Western counterparts.
- ii. The degree will open up dialogues regarding issues of contemporary relevance while making connections with the 'history of ideas'. For example, students will come to see the importance bringing Western ideas into conversation with those, say, from Buddhism, Chinese philosophy and Islam in order to address some of today's pressing concerns. This will be central part of a continuing, enlarged conversation that will take place throughout the course.
- iii. Students from their first year will be challenged to question the existence of a Western tradition.
- iv. The course will make connections with Aboriginal and Torres Strait Islander thought and thinking. Appropriate representatives of the Aboriginal and Torres Strait Islander community will be consulted over this aspect of the course's content and delivery.
- v. It is not the case that the subjects offered within the Bachelor of Arts in Western Civilisation are already currently available within in current degree programs. UOW, for example, does not currently provide the opportunity to study dedicated subjects on, say, Aesthetics or Philosophy of Religion, nor does it have dedicated subjects in Greek, Medieval, Early Modern, Enlightenment or Twentieth Century philosophy.
- vi. A special, distinctive feature of the Bachelor of Arts in Western Civilisation at UOW is that it requires students to encounter non-Western tradition of thought and art in half of the mandatory subjects (eight out of sixteen) for the degree, as opposed to relegating such encounters to elective options. This requirement is progressive and comparing favourably with other programs offered nationally and internationally.

The Student Advisory Council were reminded that a number of resources and publications have been made available to the public. The presentation and the responses to the questions will reference the following:-

Bachelor of Arts in Western Civilisation: Your questions answered  
<https://media.uow.edu.au/news/UOW254901.html>

Curriculum Design:-  
<https://media.uow.edu.au/content/groups/public/@web/@media/documents/doc/uow255849.pdf>

Course Learning Outcomes:-

<https://media.uow.edu.au/content/groups/public/@web/@media/documents/doc/uow255851.pdf>

Memorandum of Understanding (MOU)

<https://media.uow.edu.au/content/groups/public/@web/@media/documents/doc/uow255848.pdf>

[df](#)

The Chair then moved to the question portion of this item.

**Q1. Most of my cohort seem to be concerned that it is a racist, white supremacist degree. Are you able to speak to what students enrolling in this degree will be studying?**

R1. *The SAC noted that they did not need any further clarification, this question was addressed as part of the presentation and is detailed extensively in the FAQ's, Curriculum Design and Course Learning Outcomes.*

**Q2. Can you explain the ways in which this degree will allow students to do comparative study rather than just focusing on the benefits of Western Civilisation?**

R2. *As identified, in point two of the presentation, the delivery of the course will focus on promoting dialogue and opening up conversations. A central aim of the degree to encourage students to explore how diverse traditions of thought can connect and how they might respond to specific contemporary issues, where different traditions are expected to sometimes overlap and sometimes diverge in their answers. As such the course will not focus entirely or in the main on merely comparative studies. The purpose of opening up conversational dialogues between diverse traditions of thought with respect to a particular topical focus is to address the known limitations of purely comparative studies, which can isolate and segregate.*

**Q3. How is the faculty responding or adapting the degree to mitigate the claims that it may be racist in terms of content or delivery?**

R3. *In addition to the details provided from points 1 to 4 of the presentation, discussions have been ongoing with the Pro-Vice Chancellor Inclusion and Outreach regarding the Indigenous component of the degree. There is a recognised sensitivity and respect in the delivery of this component, at this time the intent for delivery of this content will involve experts of Indigenous philosophies who will have the opportunity to speak for themselves.*

**Q4. There is concern about the role playing aspect that was mentioned in a press report recently, can you please explain what this will entail?**

R4. *Role-playing exercises will be used to help students gain a vivid grasp of the limitations of understanding other cultures 'from the outside' where active dialogues do not exist. Role-playing exercises can assist in revealing such limitations, both when we try to understand each other as individuals and as members of larger communities using only third-personal techniques. The proposed use of role-play is to serve as a tool to motivate and appreciate the need to employ more direct conversational methods for achieving understanding through appropriate discussion and dialogue.*

**Q5. How does the fast track approval process work and why was it used in this instance?**

R5. *The Fast Track approval process has existed for many years and is used when there is a need to accelerate the process of approval without compromising the quality or reputation of the university.*

*In recent years, the University has used this process between five and seven times a year which involves the course being prepared and all aspects of the course being developed in the usual manner, then nominating the Vice-Chancellor to be the determining body for the course approval.*

*The use of this process for the Bachelor of Arts in Western Civilisation was due to the need for the degree to be ready for market for those students concluding their HSC in 2019, and commencing study in 2020.*

**Q6. How will academic integrity be ensured? It is known that there will be visits from Ramsay centre representatives but to what extent will the degree be controlled by an outside 3rd party? Do these visitations involve assessment of the teaching being conducted?**

R6. *The MOU clearly states that UOW will develop and deliver a liberal arts degree, the MOU negotiated has addressed concerns over the academic integrity and ensures UOW has complete control.*

*Representatives from Ramsay Centre will be invited to visit UOW to observe teaching and view the facilities. The Ramsay Centre will also be invited to attend major social events and activities related to the degree program.*

*The Ramsey Centre representatives will not be assessing teaching or the teaching staff during their visits.*

**Q7. What is the extent/ purpose/ location of the Ramsay lounge? I have seen that the uni will provide a space, where/how will this be provided since I do not know of any other designated areas on campus specifically for just one degree.**

R7. *The Ramsay lounge is a space within the Liberal Arts Hub, which will provide Liberal Arts School staff, students and visiting researches a space for teaching, study, socialising and events. The Ramsay Centre, as identified in the MOU, will fund the fit out for this space. The allocation of a space for students is not unusual, for example, Honours and Research students within LHA have a designated space for teaching and study. This practice of allocating rooms or spaces for identified cohorts of students is common across each of the faculties.*

**Q8. Is there space for normal enrolments? MoU only outlines scholarship process as far as I am aware. Is every student vetted through the same process? ('Ramsay attributes')**

R8. *UOW has very clear rules for admission into each degree, offers for the Bachelor of Arts in Western Civilisation will be in strict accordance to UOW admissions rules and criteria. Students admitted into the Bachelor of Arts in Western Civilisation are eligible to apply for a UOW Ramsay scholarship. The process of interview and selection for the scholarship is in line with all philanthropic donation, the Ramsey Centre will be invited to have representatives on the panel. The panel will also consist of member/s of the faculty and an external party separate to the donor and the faculty.*

*Students are able to enrol in the course, who are not in receipt of an UOW Ramsay Scholarship.*

**Q9. Why is it being established within a separate school?**

R9. *The Bachelor of Arts in Western Civilisation is a unique degree program to UOW and is the first of its kind in Australia, which resulted in the need to create a new separate school.*

*Due to the unique nature of the degree, the Faculty of Law, Humanities and the Arts does not currently have the expertise to deliver the curriculum and will therefore be required to hire the academics with a multidisciplinary approach to philosophy.*

The Chair advised that due to the limitations on time, there was insufficient time to take questions from the floor.

The Chair thanked the representatives from the Faculty of Law, Humanities and the Arts, the Director Academic Quality and Standards Division and Senior Manager Governance. The resolution was put to and passed by the committee.

Following the passing of the resolution, the WUSA representative requested the opportunity to ask a number of questions as the staff representatives exited the room. The Chair advised that instruction had already been provided to the committee and the resolution had been passed.

The WUSA Representative asked for the email contact details for Senior Professor Hutto, and was advised this would be furnished following the meeting.

## **RESOLVED 2019/9**

*that the Student Advisory Council note the presentation provided by the Faculty of Law, Humanities and the Arts, on the Bachelor of Arts in Western Civilisation and commends Senior Professor Huttos's efforts in having incorporated diverse cultural and religious view points into the curriculum.*

### **\*2.2 Safe and Respectful Communities (SARC) Action Plan**

The SAC were presented with the new SARC video campaign that highlights the services provided by UOW Security across campus, the location of the new Security building and the role of a bystander. The final call of action is to encourage students to download the UOW SafeZone App.

The Safe and Respectful Communities (SARC) Action Plan was distributed, the SAC were directed to item 1.8 of the action plan – to engage with the SAC and student leaders about creating student led programs to encourage the conversation around Safe and Respectful Communities.

Following examples of initiatives developed at UTS, the SAC was challenged to think of a campaign or program that promotes a Safe and Respectful Community. In the past few weeks, leaders in Accommodation campuses have created a video campaign, in particular safe drinking practices that encourages conversation for a safe and respectful community.

The 'Safe Night Out' initiative addressed Action item 1.5 where UOW will engage the wider community and in this instance is partnering with external organisations such as Wollongong City Council and the Local Liquor Accord, to develop a program that focuses on local licence venues that typically have a large student clientele. The intention is to collaborate with these venues to understand their policies and procedures around what happens when there is a disclosure of harassment or assault and ultimately be part of the solution in preventing those incidents from happening.

Engagement has commenced and will be continuing with the Allsorts/Queer Collective to create appropriate forums and focus groups to improve current programs and create initiatives that will better support our LGBTIQ community.

The WUSA representative noted that the Consent Matters module is compulsory at UTS and enquired whether UOW will be following this practice.

The Manager SARC responded that this has been considered, however before deciding whether this should be compulsory, students will have the opportunity to debate the merits and value of mandating completion of Consent Matters. The UOW Debating team Swords, has been engaged, and have agreed to work on a project plan to for a debating event hosted on campus.

The Director SSD also cautioned about making Consent Matters mandatory, that this exercise does not become a 'tick box' process. There is a train of thought that Consent Matters may be more successful when imbedded into curriculum, which will require further investigation. UOW has been reluctant to make this decision without adequate student input and consultation. It was noted, those Universities who have successfully made completing Consent Matters compulsory, have been successful because students have driven the demand.

The Chair enquired whether consultation has occurred with other student groups. The Manager SARC, confirmed that First Responder training has been conducted with WUSA and WUPA, Clubs and Society and that he meets with student leaders to provide training on a regular basis. This is in addition to the broader consultation that has occurred within the broader student body.

### **RESOLVED 2019/11**

*that the Student Advisory Council note the SARC Action Plan and intention to work collaboratively in developing, promoting and implementation of student programs*

### **\*2.3 Digital Literacies Update**

The Libraries Digital Literacies Coordinator presented an update on the review of the Learning Co-op's digital literacies, and a review of the new and improved Learning Co-op site.

The review focused on the importance of having digital content that was interactive and provided the user with an opportunity to engage with the resource, according to their individual needs.

Consultation was conducted with key faculty contacts as well as students with another consultation process to occur with the Peer Academic Coaches, located in the Library.

The review resulted in the development of 19 resources available under the following key areas:-

- i. Collaborating in the cloud
- ii. Common academic information resources online
- iii. Companies and data traces
- iv. Creating and editing audio files
- v. Creating and editing image files
- vi. Creating and editing video files
- vii. Understanding your digital shadow

It is expected that the updated Learning Co-op site will be live in time for spring session 2019.

The following questions were asked regarding the update:-

**Q1. How do students provide feedback on the content, including providing suggestions for improvement? Is a user able to provide feedback as they complete a module?**

*R1. Yes, there is a feedback mechanism on the site, with future consideration to conduct focus groups to address improvements.*

**Q2. Is there an option where feedback can be provided at the completion of a resource, instead of having to look for the feedback mechanism?**

*R2. This is an interesting option and will be taken into consideration.*

**Q3. Is the site only accessible with UOW student log on details?**

*R3. The site is openly accessible. There are plans in the future for a creative communication licence, which can be reused at point of need.*

**Q4. Is it possible to create modules around specific student assessments?**

*R4. The Digital Literacies team will be collaborating with lecturers to develop packages of content for identified subjects, with the expectation that the content will be able to be shared on subject Moodle sites.*

The SAC are invited to raise additional questions or provide feedback via the Digital Literacies team.

### **RESOLVED 2019/12**

- i. that the Student Advisory Council note the update provided by the Library regarding the progress on digital literacies content*

#### **\*2.4 Science, Medicine and Health Faculty Update**

The Science Medicine and Health (SMAH) International representative spoke to the items detailed in the agenda item, with particular attention on the difficulty that international students face in clearly identifying the support services and staff available to them on campus. This lack of readily identifiable direction results in the representative having to invest a great deal of time to assist with their enquiries.

Large cohorts of students utilise the student space located on the ground floor in building 24, the representative noted that the facilities available are limited for food preparation. Currently of the two microwaves located only one works. The representative understands there are microwaves located in other locations, however, with pressure of break times it is often not feasible to join a que in another building.

Following the update, the Manager SSAF and Student Projects enquired whether there was interest from each of the Faculty International representatives to form a working group to discuss common issues and concerns raised by international students.

The SMAH International representative, as well as the other International representatives confirmed that this would be welcome. The Manager SSAF and Student Projects then requested that this be added to the resolutions and for the creation of the working group to become a future action.

The SMAH Undergraduate representative provided an update on the activities and engagement conducted. He noted that the SAC business cards have been valuable and has added to visibility of the SAC amongst the student body. The feedback from the undergraduate SMAH students is that the SAC student representatives are valuable and provide an opportunity for students to voice concerns as well as receive feedback and information regarding University governance and activities.

The representative presented questions raised by students and has asked for a response for the following:-

**Q1. Timeline on the anticipated delivery of the multi-storey parking that is under construction.**

*R1. The Manager SSAF and Student Projects advised that she would contact Facilities Management Division and provide an update at the next SAC meeting.*

**Q2. Whether there was a possibility of having sandwich presses available in the locations where microwaves exist for student use?**

*R2. The PULSE representative advised that he would investigate this further and provide an update at the next SAC meeting.*

**Q3. There is support of ECHO360 and would like feedback on the progress of this through Academic Senate.**

*R3. The UOW Council Undergraduate representative advised that the Deputy Vice Chancellor Academic, will be hosting working groups that will be working on the progression of ECHO360, both herself and Jacob Morath Academic Senate undergraduate representative, are members of the working group.*

*An update will be provided to the SAC following the working groups.*

The representative advised that a new club has been formed, UOW Medicine and Health Sciences Association, participation in the club is for anyone interested in the field of Medicine and Health. The club is currently in the process of finalising registration with UOW Clubs and Societies and are able to contact the representative for additional detail.

**RESOLVED 2019/13**

*that the Student Advisory Council note:-*

- i. the report provided by the SMAH International Representative as set out in the agenda paper;*
- ii. that a separate working group is created for the International Faculty representatives*
- iii. the update provide by the SMAH Undergraduate Representative.*

**\*2.5 Metropolitan Campus Representatives Update**

The presentation provided the South Western Sydney – Liverpool Campus representative addressed activities from 2018 as well as current and future activities.

In 2018, a student feedback forum was created in the form of a feedback engagement loop. This engagement loop encouraged students to participate in campus live and activities and introduced a mechanism to provide feedback on how to improve activities.

In addition to the engagement loop a SWS – Liverpool students Facebook group was created, the group currently has 200 members. Students have been using this medium to contact the representative, who assists or directs enquiries to the appropriate areas of support on campus.

There has been a consistent message from both the engagement loop and Facebook group, that SWS - Liverpool students feel disconnected with the other UOW campuses and the representative is working with the Campus Manager to identify strategies and solutions to increase student connection.

Activities offered via UniLife have been positive and the support offered by Student Services Division has been valuable, however there are still areas for improvement and ongoing consultation with both UniLife and SSD will occur throughout the remainder of the year.

Digital Literacies, embed in the programs offered at SWS –Liverpool are a huge benefit to students. The representative will continue to consult with students and will engage with the Library as a part of this feedback process.

The representative is currently working on a sensitive matter, regarding the prayer room facilities on campus. At this time, there is nothing further to report due to the need for greater consultation, with students and religious leaders.

The Director Student Services advised that a significant piece of work was undertaken in relation to the prayer room facilities located on the Wollongong campus. This consultation included the local Mosque, the Islamic community in and around Wollongong as well as our students, with the full support of the Vice Chancellor. The Director SSD recommended that the representative make contact with the Campus Manager.

#### **RESOLVED 2019/14**

*that the Student Advisory Council note:-*

- i. the report provided by the Sydney – CBD Campus Representative as set out in the agenda paper; and*
- ii. the presentation provided by the South Western Sydney – Liverpool Campus Representative.*

### **PART C: OTHER BUSINESS**

#### **\*C1 Other Business**

The UOW Council Undergraduate representative referenced the ‘Responsible Referrals Module’, which has been developed for Peer Assisted Study Session (PASS) leaders. The module provides training on how to refer students to services offered across campus such as the Learning Co-op, Clubs and Societies and Faculty Support Officers.

Following support from the SAC a request was made to investigate whether this resource could be included in the SAC resources tool kit. The Manager SSAF and Student Projects will investigate and add this request as a future action item.

#### **\*C2 Schedule of meetings**

*The next meeting will be on Wednesday 16 May 2019 Room 36-301 Council Room at 1.30pm.*

#### **\*C3 Rolling Agenda Schedule**

- The next meeting will include presentations from Innovation campus representatives, the PULSE Representative, University Council Representatives and the Wollongong Undergraduate Student Association (WUSA) and Wollongong University Postgraduate Association (WUPA) Representatives.*
- The Manager SSAF and Student Projects will provide an update on the SSAF Student Survey.*
- The Chair, SAC will present on the preparatory work required by the SAC for the SAC update for the Vice Chancellors Advisory Group.*

- *In July/August, a self-evaluation survey and annual survey will be sent to representatives.*

Signed as a true record:

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Chair, Student Advisory Council

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**Draft Resolution**

- a. that the minutes of the previous meeting held on 18 April 2019, be confirmed and signed as a true record.*
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<i>Drafted by:</i>	<i>Reviewed by:</i>	<i>Approved by:</i>
<i>Manager SSAF and Student Projects, Student Services Division</i>	<i>Senior Manager Admissions, Fees and Scholarships, Student Services Division</i>	<i>Chair, Student Advisory Council</i>
<i>Student Advisory Council Thursday 16 May 2019</i>		