

## STUDENT ADVISORY COUNCIL (SAC) MINUTES – MONDAY 16 MARCH 2020

Minutes of the Student Advisory Council held at 2:00pm on Monday, 16 March 2020 in Building 36, Room 301.

<b>PRESENT:</b>	Olivia Poate	Academic Senate - Undergraduate
	Jackson Cocks	Academic Senate - Undergraduate
	Damien Beckett	Academic Senate - Undergraduate
	Theo Totsis	Academic Senate - Undergraduate & Law Humanities and the Arts (Undergraduate)
	Samantha Minney	Bateman's Bay Campus Representative
	David Havyatt	Business Postgraduate
	Maheshika Nanayakkara	Clubs & Societies Representative
	Samuel Harrison	Engineering & Information Sciences (Undergraduate)
	Lucas Peers-Catt	LGBTIQ+ Representative
	Emily Nield	Shoalhaven Campus Representative
	Bryce Humphries	Science, Medicine & Health (Undergraduate)
	Mahime Watanabe	Social Sciences International
	Daniel Bakrdanikoski	Southern Sydney (Loftus) Campus Representative
	Mia Watson	University Council (Undergraduate)
	Yuxi Ruan	University Council (Postgraduate)
	Chuhao Liu	Wollongong University Postgraduate Association
<b>IN ATTENDANCE:</b>	Mr Grant Hughes	Associate Director, Academic Administration, Student Services Division
	Mr Grant Jacobs	Portfolio Executive Manager, Office of the Deputy Vice-Chancellor, Health and Communities
	Ms Tori Funnell	Senior Manager, Governance & Legal Division
	Mrs Debby Porter	Manager SSAF and Student Projects, Student Services Division
	Mrs Christine Mason	Student Representation Coordinator, Student Services Division
<b>OBSERVER:</b>	Ms Nuala O'Donnell	Director, Graduate Career Development & Employment
<b>APOLOGIES:</b>	Ms Theresa Hoynes	Director, Student Services Division
	Professor Julia Coyle	Pro Vice-Chancellor (Students) PVC(S)
	Henry Streamer	Faculty of Business (Undergraduate)
	Tien Thuy (Helly) Pham	Law, Humanities and the Arts (International)
	Natasha Popceviski	Law, Humanities and the Arts (Postgraduate)
	Catherine Stephen	Science, Medicine & Health (Postgraduate)
	Sandeep Satapathy	Science, Medicine & Health (International)
	Thi (Minh) Anh Nguyen	Social Sciences (Postgraduate)
	Hannah Dews	Social Sciences (Undergraduate)
	Bethany Ireland	South Western Sydney (Liverpool) Campus
	Safiye Caferogulu	Sydney Business School (Sydney CBD) Campus
	Thomeissa Mason	Woolyungah Indigenous Centre (WIC)
	Val Sun	Women's Representative

## **PART 1: OFFICIAL BUSINESS**

### **\*1.1 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 was in quorum.

The Chair welcomed everyone to the first Student Advisory Council (SAC) meeting for 2020 and apologised for the change in meeting date due to availabilities.

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

The Chair also welcomed Tori Funnell, Senior Manager, Governance and Legal Division (GLD) to oversee the election of the SAC Executive; and Nuala O'Donnell, Director, Graduate Career Development & Employment, PVC(S).

### **\*1.2 Arrangement of Agenda**

#### **1.2.1 Conflicts of Interest**

No conflicts of interest were declared.

#### **1.2.2 Confidential Items**

No confidential items were discussed.

#### **1.2.3 Starring of Items**

All items on agenda were starred.

#### **1.2.4 Meeting protocol**

The SAC were asked that all items be raised through the Chair and reminded the committee to treat each other with respect and dignity.

The Chair will be monitoring the time and will advise when to move on from an agenda item.

### **\*1.3 Chair's Report**

The Chair advised that due to the unavailability of the Chair, Theresa Hoynes, Director, Student Services Division that Grant Hughes, Associate Director, Academic Administration (ADAA) would be chairing the meeting.

The Chair declared that the election of the SAC Executive will be conducted at the meeting, with additional election of members for the working parties of the Student Services Amenities Fee (SSAF), Students as Partners (SaP) and Activation Working Party.

The Student Representation Coordinator (SRC) would provide an update on the SAC Induction Session, Orientation Week SAC Stall, Quarterly Catchups and SAC Leadership Development Day.

Following election of executive and working party members there will be an update on UOW's response to the Bushfire and Coronavirus (COVID 19) Crisis.

**\*1.4 Confirmation of Minutes**

**RESOLVED 2020/01**

*that the minutes of the previous meeting held on 17th October 2019 be confirmed and signed as a true record.*

**\*1.5 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>
2019/13	CO	Creation of an International Representative Working Party	Mar/2020	Student Representation Coordinator

**\*1.6 Election of Student Advisory Council Executive**

The Executive of the SAC will consist of a Chair, Deputy Chair and Secretary. These positions are elected at the first annual meeting of the incoming SAC. Each of the current sitting members of the SAC were invited to submit an Expression of Interest (EOI) for an Executive position, with voting to occur by secret ballot in the first official meeting of 2020.

The Chair declared that the election of the SAC Executive would commence with Tori Funnell, Senior Manager, GLD as the Returning Officer (RO) to oversee proceedings.

The RO advised the SAC that where there is no more than one person nominating for a single position, the protocol of declaring a candidate unopposed into a position can be made provided there are no objections from those present at the meeting.

The RO put to the SAC that they may choose to listen to both nominated students Bryce Humphries (BH) for Chair and Olivia Poate (OP) for Deputy Chair or support both nominations and elect them to the positions unopposed.

The RO asked the SAC if there were any more questions/comments. The RO declared that there was no objection and so hereby declared Bryce Humphries as Chair and Olivia Poate as Deputy Chair.

The RO stated that as no nominations were received for Secretary the position remains vacant and the position of Secretary would be filled through the vacant position provisions.

The newly elected Chair nominated the ADAA to continue to act as Chair for the remainder of the meeting.

## RESOLVED 2020/02

- (i) *that the Student Advisory Council note the unopposed election of the SAC Executive Positions of Chair and Deputy Chair respectively; and*
- (ii) *the position of the SAC Executive Secretary position be held over till the next meeting of the SAC.*

## PART 2: GENERAL BUSINESS

### \*2.1 Student Representation Coordinator (SRC) Update

#### SAC Induction

The SRC thanked students who attended the SAC Induction Session held on 12th February 2020. Those students unable to attend the Induction, the presentation and supporting documents such as the SAC Handbook and User Guide are available on Moodle.

Overall, there was positive feedback for the session, as the SAC group were able to meet each other through introductions and to generate discussions around potential initiatives such as Mental Health support as well as other issues regarding the Student Experience and Wellbeing on our onshore Campuses.

Any further feedback or comments can be directed to the SRC.

#### Wollongong Campus 'O' Week Festival

The SRC reported that overall the SAC stall at the Wollongong Campus Orientation Festival was a success. The SRC thanked the 16 student representatives who volunteered their time over three days and their enthusiasm and willingness to reach out to their student peers to increase visibility and awareness of SAC.

Volunteers provided feedback such as a change of location where there was more student traffic throughout the festival, possible locations near Student ID tent or where there is free food. Volunteers also suggested more collateral such as pamphlets/postcard size information cards.

Suggestions will be referred to the Activation Working Group once formed.

#### SAC Leadership Development Day

The SRC thanked the SAC providing availabilities for the SAC Leadership Development Day scheduled for 30 April 2020. The development day will no longer go ahead on this date due to the number of unavailability's and the uncertainty of the COVID19 crisis.

The Manager, SSAF and Student Projects (MSSAF) further explained that with the current environment, SSD are hesitant to go ahead with the day due to the financial costs and not fully understanding what will happen in the current environment.

It is proposed that the Leadership day will be held mid-session break in July 2020. It is acknowledged the important work the SAC are doing so plans for the day will be discussed with the newly appoint SAC executive.

There is also a proposal to quarantine the SAC meeting scheduled in May 2020 for SAC to start looking at a work plan and how to move forward as a group and not wait till July. The July focus will be finalising goals, there will be some pre-work to identify individual leadership style.

There may also be capacity to extend the leadership development day to 1.5 or 2 days which will allow for socialising and team building. This will be an opportunity to strengthen the SAC group and appreciate your consideration in this difficult time.

### **Quarterly Catchups**

Over the next couple of weeks the SRC will be setting up dates and times for quarterly catchups with the SAC. The catchups will be about providing support as you start your role as a student representative on SAC. It is an opportunity to provide assistance with setting up networks and connections with key stakeholders University wide.

The SRC thanked the SAC for starting their role as a student representative on SAC in a positive and collegial manner.

### **RESOLVED 2020/03**

*that the Student Advisory Council note the update provided by the Student Representation Coordinator.*

### **\*2.2 SAC Student Services and Amenities Fee (SSAF) Working Party Nomination**

The SAC SSAF Working Party has been established to review SSAF project funding requests and provide recommendations, as an elected body of students, for projects to be allocated SSAF funding.

The MSSAF opened the nomination for positions on the SSAF Working Party by addressing recent circumstances regarding articles in media outlets concerning allocation of SSAF funding. The MSSAF clarified that the role of the SAC in the decision making process of SSAF funding was guided by HESA 2003 legislation which requires formal consultation with elected student bodies . At UOW, there is a comprehensive process of consultation and that the SAC as elected representatives are part of the consultation process to ensure that representation would be across the diverse student population.

The proposed SSAF funding allocation will become a SAC Agenda item and that the decisions and recommendations made by the working group are clear and transparent.

Nominations for identified positions were taken from the floor.

All positions were filled except for University Council and the International representatives were elected. The remaining vacant positions would be decided later when a further call for nominations are made. Additionally, the SSAF will receive the annual SAC survey at their first meeting.

The MSSAF thanked the nominees and assured the SAC that the working parties would be well supported by the University.

### **RESOLVED 2020/04**

*that the Student Advisory Council:-*

- i. *records the appointments for the following the positions of Undergraduate, Postgraduate, Metropolitan/Regional Campus representative, Academic Senate; and*
- ii. *note that the appointment of the International student representative and University Council representative be decided at a later date and reported at the next SAC meeting.*

**\*2.3 SAC Students as Partners (SaP) Working Party Nomination**

The Student's as Partners (SaP) Working Party has been established to develop a Student Partnership Agreement, which identifies the commitment from both the University and its Student representative in relation to University decision making and governance. The SaP working party is another highly visible group and piece of work coming out of the SAC and allows students direct access to some key staff across the campus such as the PVC(S), which is a part of their remit and are very involved in students from equity background and international perspective.

Nominations for identified positions were taken from the floor.

**RESOLVED 2020/05**

*that the Student Advisory Council:-*

- i. *records appointments for the following the positions of Undergraduate, Postgraduate, WUSA and WUPA, Academic Senate, non-Faculty representatives and Shadow Executive Officer; and*
- ii. *note that the appointment of the International representative be decided at a later date and reported at the next SAC meeting.*

**\*2.4 SAC Activation Working Party Nomination**

The role of the SAC Activation Working Party was to develop the SAC 'brand', increase student knowledge and understanding of the SAC and raise awareness of the role of student representatives across each of UOW's onshore campuses.

The MSSAF declared that the positions for the Activation working party was open to all interested SAC members and recommended that representatives from each of the Metropolitan and Regional Campuses nominate for this working party to ensure representation across the different campuses.

The MSSAF stated that there would be SAF funding for this working party to run events and activities for SAC.

The LGBTIQ+ representative asked whether the 2020 UOW Pulse Calendar had been made available as it was vital to ensure that the SAC stall is held in conjunction with other UniLife events and that the working party have enough lead time to organize events.

The MSSAF advised that the UOW Pulse calendar is available; however, with the current uncertainty of our environment there may be changes to events.

The MSSAF called for nominations from the SAC in addition to the Campus representatives. The LGBTIQ+ and two Undergraduate Academic Senate representatives nominated for the non-campus representative positions.

Following the nominations the MSSAF stated that the Campus representatives would develop an Activation events plan in consultation with the non-Campus representatives.

## **RESOLVED 2020/06**

*that the Student Advisory Council notes the appointment of the SAC Activation Working Party members.*

### **\*2.5 UOW'S Response to Bushfire and Coronavirus Crisis**

The Portfolio Executive Manager (PEM) thanked the SAC for the invitation to provide an update on the University's response to the recent Bushfire Crisis in December 2019/January 2020. The PEM stated that the effects of the bushfires will be ongoing throughout the year and UOW will continue to work with those students and staff affected by the bushfire crisis.

On 6 January 2020 the University enacted the UOW Emergency Management plan and formed an Emergency management team with a Bushfire Emergency Fund for those students and staff impacted by the bushfires.

The Regional campuses such as Shoalhaven and the Southern Highlands were closed; and Batemans Bay and Bega campuses became a refuge for up to 300 community members with the University providing logistical and welfare support.

The Student Services Division commenced a UOW Student Welfare Calling Campaign which identified 1140 students possibly affected by the Bushfires. A range of assistance was granted such as a one-off grant of between \$100 and \$1500, counselling, study assistance, UOW After Hours Crisis hotline, Student Support Advisors and external support services such as Lifeline and Beyond Blue.

The University are currently in the recovery phase where frontline staff continue to support student and regional campus operations have been restored to some degree. The Mental Health of those affected by the bushfires is a priority and UOW will put in place contingency plans to meet demand through the Northfields Clinic and the School of Psychology which can provide long term mental health plans.

SSD will continue to hold monthly Bushfire Student Support meetings scheduled throughout 2020 to review how the University is tracking and providing ongoing support and continued contingency plans.

The PEM made special thanks to the students and the Student Services Division for their support of the University and the efforts made during the Bushfire Crisis. Anecdotal evidence suggests that students were pleased with the support and efforts of UOW.

The Shoalhaven Campus Representative (SC) commented that the phone call received by the University during the crisis was amazing and appreciate the ongoing support the campus and students are currently receiving.

The Faculty of Business Postgraduate Representative (FBP) further commented that the University provided an exemplary response to the Bushfire crisis; and to have an Emergency Action plan in situ for this next crisis.

The PFB formally asked the SAC to endorse the following motion:

## **DRAF RESOLUTION 2020/XX**

*that the Student Advisory Council formally acknowledge the exemplary work the University has managed in support of students during and after the Bushfire Crisis.*

The draft resolution is held over until the next meeting of SAC scheduled for 9th April 2020 due to the Council being inquorate.

### **Coronavirus Crisis (COVID19)**

The Chair removed themselves from the position of Chair to open and present UOW's response to the current COVID19 crisis.

The Associate Director, Academic Administration (ADAA) advised that UOW's response is a high level snapshot due to the current challenging situation and information changing daily.

UOW's response is based information from the Australian Government and the Health authorities, which is changing rapidly and affects UOW responses and the type of support for students. As an institution, UOW have an Emergency Management plan led by UOW executive that will guide how the University responds and what the possible scenarios are for planning as the challenges evolves across the campuses.

The University are communicating regularly and at a point in time with students via email, SOLS, MYUOW and UOW website. Communications to students and staff commenced late January and has continued up to this day.

The ADAA stated further that there are pieces of core business that will be impacted over time and includes events over 500 people not permitted including lecture of over 500 and endorsing social distancing where possible.

Once the challenges are clear the University will look at more of the long-term impacts such as supporting students with Academic Consideration.

The ADAA opened the floor to questions regarding UOW's response to COVID19.

#### **Q1. What happens if the University were required to cancel classes especially post Census Date?**

*R1. There are ranges of pieces to this question, such as putting content online, which for book based subjects easier to manage than subjects that require laboratory-based components. For laboratory-based subjects delivery of all the theory online is achievable but pose more questions around the laboratory component. The ADAA acknowledged that this is not definitively answering the question but that there is potential to move lots of content on line and that the University is working towards that way as a part of a scenario planning activity. This will include the nursing, teaching, medicine practicums which the university needs a plan to manage this through the results process.*

#### **Q2. If the University closes and classes cancelled after Census Date, what happens to our money in terms of HECS?**



R2. *The ADAA asked if he could take this question on notice and come back to the SAC with the answer. Further stating that there is more to work through as to how the University answers this question.*

**Q3. What happens if classes are cancelled and there are subjects in Autumn Session that are a prerequisite for Spring Session subjects?**

R3. *The ADAA confirmed that this was front of mind for the University. This scenario may mean that there are more subjects made available to help counteract this, it may also mean removal of some prerequisites for students to progress. This type of scenario is not dissimilar to Academic Consideration, where the University will work with academics to think through the process bearing in mind that COVID19 has affected a students' progress. The ADAA stated that there is a reason for prerequisites and consideration of what completion of subjects looks like now to enable students to progress at this time.*

The LGBTIQ+ student representative commented that students have been talking about the restrictions of prerequisites and delay in completion of degrees.

The ADAA responded that this type of feedback is useful to take away as the University does not always hear the Student Voice. The University is taking guidance from Student Central and Faculty Centrals to ascertain what questions are the students asking; and what key information is required for enrolled students to allow them to progress.

The Faculty of Business Postgraduate representative (BPG) commented that it is important that the University avoid closing; and that the University needs to have a plan in place by the end of the week to help students who self-isolate particularly those in Student Accommodation. Further that any laboratory/or practicum space be cleaned every evening which disinfectant including lift buttons cleaned every half hour so that these practices ensure that the university remains open.

**Q4. What actions are the University taking to protect Academics particularly those over the age of 60?**

R4. *The academic workforce is at the forefront of the University and there are a range of pieces that are being worked on with the Learning, Teaching and Curriculum (LTC) Unit who are looking at the academic workforce and what skill set do the academics need and what they need from a wellbeing perspective.*

*The ADAA confirmed that the University was using public health protocols and working closely with Work, Health and Safety (WHS) and the Public Health department so that the University has a plan to implement cleaning practices that meets the brief from WHS and Public Health. The University has also been working closely with Facilities Management Division (FMD) to increase cleaning at the University and is preparing for the standard required by the Public Health brief.*

The BPG proposed that SAC support a motion to advise the Vice Chancellor (VC) to take action and seek funding from the Federal Government. As the meeting was inquorate the SAC was unable to move forward with this resolution.

**Q5. Is the Campus Clinic operating under the University umbrella or does it operate separately.**

R5. *The ADAA confirmed that the Campus Clinic was a tenant of the University.*

**Q6. Should students have concerns that privacy and confidentiality is not protected should they attend the Campus Clinic?**

R6. *The ADAA confirmed that the University was disappointed to see that photo of a student in the paper. The University continues to work closely with the Campus Clinic particularly when there is a referral to hospital. The media team are working on this from a health perspective; and what is responsible reporting. The Communications Unit are taking action with the people responsible for taking the photo. Fortunately, the photo was quickly pixelated to avoid revealing the identity of the student in the photo.*

*The ADAA further noted, that the above situation is not the scenario that the University wants to be in. Internally, there are divisions that deal with the privacy and confidentiality of students and will ensure that a student's identity is not used out of context.*

**Q7. If the University was to cancel the laboratory component of a subject/s, would those subjects have an alternative assessment or would they be cancelled and a refund provided? This scenario also has the potential to affect Centrelink payments if student's reduce their study load.**

R7. *This is front of mind for the University and it part of our planning where decisions will have to be made to ensure the least impact possible to students and within the realm of the University. It's a complex question and the University is not yet at the part that we have this scenario.*

*Centrelink is an important administrative piece for a student's journey and sometimes there is a disconnect between academic and Centrelink requirements. UOW wants to ensure that there is a student voice so that if student's take a certain action these are the consequences of that action.*

**Q8. How far is UOW off from having concrete solutions and students getting clarification on what the solutions might be for subject delivery?**

R8. *Unfortunately, with the current level of uncertainty, there is no answer to this question. The Crisis Management team at their meetings would be covering these types of scenarios and it is likely that this is where the output will. The team meet regularly (at least twice per week) which allows the University to action any items that come out of that.*

**Q9. Is the University looking at different technological platforms such as licences for Zoom; are Subject Coordinators required to revise subject outlines to minimise face-to-face interactions.**

R9. *The short answer is 'Yes' there are a number of pieces being put together if the University was to close. If UOW were to make this decision, there would be a need to have a handle on resources available to UOW via the Academic and Administrative portfolios. Further information will be coming in the days that follow and all that can be done at this time is follow the instructions of the Chief Operating Officer (COO).*

**Q10. If the Wollongong Campus closes in the coming days will Regional campuses close like the Wollongong campus even if they are not affected by COVID19?**

R10. *This depends on the severity of the incident and depends on the infrastructure around part of the subject/s. The University knows that the Regional and Metropolitan campuses are front of mind and the University continues to talk about the impacts for all UOW onshore campuses.*

**Q11. Students at Shoalhaven campus were advised that because of COVID19 regional campus have suffered with tutorial losses resulting in no tutorials In Week 1 as well as new tutors assigned to subjects. How or why is this happening and is Wollongong Campus affected also?**

The Shoalhaven Campus Representative (SCR) further commented that students are confused and frustrated as there has been no real communication from the University on how COVID19 has affected student learning.

*R11. This question cannot be answered at this moment as there are a few moving parts to this and before answering the University administration need to understand why this occurred.*

*The PEM acknowledged that it is not clear whether this is a campus or social work issue and was not made aware of this issue occurring. The PEM advised that they will take this question and issue on notice and will come back to the SAC group.*

**Q13. Is the University trying to move all content based subjects like Law subjects online as soon as possible or is UOW intending to move everything online at the same time?**

*R13. There are a range of pieces of what decisions are being made and the University is working closely with faculties to determine what subjects can be put online easily and understand how we can make that across all cohorts. This means the University might have to manage subjects across sessions date and the assessment tasks at the end, much like examinations. In a remote environment this is probably not the best scenario to play out within the session dates. Plans are afoot and UOW are working hard to make that happen and are waiting for when this takes place.*

The Undergraduate Council Representative (UCR) commented that there seems to be an overwhelming number of students wanting the campus to close down more as a precaution to avoid transmission of COVID19. There is a Facebook page called UOW Rants and there are multiple posts wanting to know when the University is going online because the students don't want to be at risk. Many students have illnesses such as Autoimmune and may be living with persons who are at risk of catching COVID19 and want to avoid transmission to their family member.

**Q14. Has the University considered offering Academic Consideration to students in the situation described, where they are at risk or a family member is at risk from a student attending University?**

*R14. There is a range of pieces around Academic Consideration and the University is looking at the examples used to describe the effects of COVID19 on students and their families. This is the type of situation that the University is currently working through with Academic staff when decisions are made on requests for Academic Consideration. This feedback is useful for the University and is helpful to hear what the current sentiment is.*

The UCR also commented that if the University was to go online the concern would be internet access for students living regionally and/or rural and sometimes the internet to participate in online is not good enough or limited by enough internet data, this would be a consideration that the University would need to take into account.

**Q14. What is happening with students who are travelling overseas on exchange or intend to travel overseas on exchange, is the University asking students to return home or advising them to stay put.**

R14. *That's a question for the Office of Global Student Mobility (OGSM) as they are in constant contact with the students currently on exchange. Those students affected are being contacted on a case by case basis based on the level of risk to the student. Offshore students have been advised that those that want to return to Australia will be fully supported.*

**Q15. Is the University currently permitting student travel as OGSM are holding a pre-departure panel which may be for Spring Session 2020.**

R15. *International travel is a current challenge at this time so at this point the COO has had mandated that for at least six weeks international travel won't be permitted at this time for staff and students.*

**Q16. Is there any criteria that some students can request online study because they feel unsafe travelling on public transport due to COVID19?**

R16. *This is something you should talk to your Subject Coordinator about if you are impacted. You may be able to seek Academic Consideration, this may be suited to your circumstances.*

**Q17. Is there any support for International students who are unable to progress and complete their degree on time?**

R17. *There is a couple of pieces to this question. Firstly, there will be work done with the Faculty academics and professional staff to look at the possibility of reviewing subject assessment and/or alternate session dates. Secondly, the University has been in constant contact with their regulators (Department of Home Affairs, Department of Education etc) and the indication is that there will be support for flexibility and a level of compassion for students impacted by COVID19.*

The FBPG representative would like SAC to support a motion that the Student Advisory Council note that the University of Wollongong will suffer a revenue shortfall due to COVID-19. The Student Advisory Council are concerned that the University must entirely bear the risk and that the revenue shortfall will impact students as the University makes budget savings

The LGBTIQ+ representative supported the idea but stated that this type of action goes beyond the scope of the SAC and that the SAC are not privy to the budget cuts and information regarding reduction of staffing but did express support for the sentiment.

The Undergraduate Academic Senate Representative (UAS) stated that anecdotally there is evidence of budget cuts to staffing now.

The FBPG representative restated the motion and the UAS representative seconded the motion.

*The Chair advised the SAC that the meeting was inquorate with the MSSAF confirming that the meeting must remain in quorum for motions to be passed.*

The FBPG representative asked if the motion could be carried over to the next meeting in April 2020 and be noted in Business Arising.

The UAS representative requested that a motion be passed to request the University (Crisis Management team) to make all lectures above sixty (60) people go online. As the meeting was inquorate the UAS asked if this item could be considered discussed for the purpose of the minutes.

Before the UC representative provided an update to ECHO360, the Chair requested that if there were no further questions from the SAC regarding the University's response to COVID19 that the draft resolution would be altered.

**DRAFT RESOLUTION 2020/XX**

*that the Student Advisory Council note the presentations by the Portfolio Executive Manager - Office of the Deputy Vice-Chancellor Health and Communities and the Associate Director, Academic Administration, Student Services Division.*

**PART 3: OTHER BUSINESS**

**\*3.1 Other Business**

The Chair opened up any items or questions from the floor.

The UC Representative provided an update on the ECHO360 project. A working paper was submitted in December 2018 to Academic Senate for ECHO360 to be used in all lectures where technological permitted. The ECHO360 project is now in its final stages with a draft policy and guidelines available for feedback from students and staff. It is likely that all lectures will go online this semester if they haven't already due to the COVID19 crisis.

The Chair confirmed that the Academic Quality Standard unit would be presenting at the next meeting an update and seeking feedback from the SAC regarding the Live Recording Guidelines.

**\*3.2 Schedule of meetings**

*The next scheduled meeting will be held on Thursday, 9 April 2020 Room 36-301 Council Room at 9:30am.*

**\*3.3 Rolling Agenda Schedule**

The draft Rolling Agenda schedule will be finalised following the election of the SAC executive.

Signed as a true record:

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Chair, Student Advisory Council  
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**Draft Resolution 2020/XX**

- a. that the minutes of the previous meeting held on 16th March 2020, be confirmed and signed as a true record.*
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<b><i>Drafted by:</i></b>	<b><i>Reviewed by:</i></b>	<b><i>Approved by:</i></b>
<i>Student Representation Coordinator, Student Services Division</i>	<i>Manager, Student Services &amp; Amenities Fee &amp; Student Project</i>	<i>Secretary, Student Advisory Council</i>
<i>Student Advisory Council 16th March 2020</i>		

