
STUDENT ADVISORY COUNCIL MINUTES - 18 AUGUST 2020

Minutes of the meeting of the Student Advisory Council held at 9:30am on 18th August 2020 via Webex.

PRESENT:	Bryce Humphries	Chair and Science, Medicine & Health (Undergraduate)
	Olivia Poate	Deputy Chair and Academic Senate - Undergraduate
	Lucas Peers-Catt	Secretary and LGBTIQ+ Representative
	Jackson Cocks	Academic Senate - Undergraduate
	Theo Totsis	Academic Senate - Undergraduate & Law Humanities and The Arts (Undergraduate)
	David Havyatt	Business (Postgraduate)
	Sandeep Satapathy	Science, Medicine & Health (International)
	Samuel Harrison	Engineering & Information Sciences (Undergraduate)
	Catherine Stephen	Science, Medicine & Health (Postgraduate)
	Hannah Dews	Social Sciences (Undergraduate)
	Kate Sharp	Mature Age Representative
	Skylar Alucia	Clubs & Societies Representative
	Thomeissa Mason	Woolyungah Indigenous Centre (WIC)
	Keval Patel	UOW Pulse Student Director
	Val Sun	Women's Representative
	Mia Watson	University Council (Undergraduate)
	Daniel Bakrdanikoski	South Sydney (Loftus) Campus Representative
	Henry Streamer	Business (Undergraduate)
IN ATTENDANCE:		
	Ms Theresa Hoynes	Director, Student and Accommodation Services Division
	Professor Julia Coyle	Pro-Vice Chancellor (Students)
	Mrs Debby Porter	Manager SSAF and Student Projects, Student and Accommodation Services Division
	Mrs Christine Mason	Student Representation Coordinator, Student and Accommodation Services Division
	Ms Abbie Worthington &	Academic Quality & Policy Specialist, Academic Quality Standards
	Mr Nhan Nguyen	Fees & Scholarships Coordinator – Admissions, Fees & Scholarships
	Mr Robert Sim	Senior Manager – Admissions, Fees & Scholarships
	Associate Professor Margaret Wallace	Student Ombudsman
OBSERVER:	Christie Arthur	President Elect, Wollongong University Medical Students' Society (WUMSS)
APOLOGIES:	Ms Ellenie Petrou	Associate Director, Student Operations, Student and Accommodation Services Division
	Mahime Watanabe	Social Sciences (International)
	Marg Hansen	Bega Campus Representative

Damien Beckett	Academic Senate – Undergraduate
Emily Nield	Shoalhaven Campus Representative
Minh Nguyen	Social Sciences (Postgraduate)
Natasha Popcevski	Law, Humanities and The Arts (Postgraduate)
Safiye Caferoglu	Sydney Business School 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 welcomed everyone to the August Student Advisory Council (SAC) meeting for 2020.

The Chair welcomed:

- Christie Arthurs, the President Elect of WUMSS
- Natasha Dobson, President of WUMSS
- Professor Julia Coyle, Pro Vice-Chancellor (Students)
- Robert Sim, Senior Manager – Admissions, Fees & Scholarships
- Nhan Nguyen, Fees & Scholarships Coordinator – Admissions, Fees & Scholarships
- Abbie Worthington, Academic Quality & Policy Specialist, Academic Quality & Standards
- Associate Professor Margaret Wallace, Student Ombudsman

The Chair noted that the meeting was in quorum.

The Chair asked the SAC if they agreed to the live recording of the meeting, no objections were received. The Chair advised the SAC that the meeting was being recorded.

***1.2 Apologies and Leave of Absence**

Apologies were received and noted.

***1.3 Arrangement of Agenda**

1.3.1 Conflicts of Interest

No conflicts of interest were declared.

1.3.2 Confidential Items

No confidential items were declared.

1.3.3 Starring of Items

All items on the agenda were starred.

Chair made a reminder of meeting protocol.

The SAC was asked that all items be raised through the Chair and reminded the committee to treat each other with respect and dignity. For the purpose of the Webex recording, the SAC was asked to speak loudly and clearly.

***1.4 Actions Arising and Business Arising**

The Chair advised called for an update from the person responsible for each action item.

The Co-Chair of the Student-Staff Partnership Task & Finish group will provide an update for the SAC. The Task & Finish group has met on three occasions. The group reviewed a draft Terms of Reference (ToR) to explore what Student-Staff Partnerships should involve, where these partnerships should exist, and what they look like. This ToR will serve as direction for the group moving forward.

The Faculty of Science Medicine and Health, Postgraduate (SMAHPG) representative on the UOWx Steering Committee provided an update on how the UOWx program has transitioned to remote delivery. Many of the programs were able to transition effectively to a remote platform, with plans to introduce new programs remotely in Spring session 2020. Engagement of students in the UOWx program between domestic & international students is being explored, as well as engagement for students on regional and metropolitan campuses. The committee highlighted the possible overlap of the UOWx program and the T-Shaped Graduate framework and aims to increase efficiency in delivering this program in an engaging way for students.

The Chair of the Student Services & Amenities Funding (SSAF) working party provided an update to the SAC. The group has met on two occasions exploring the groups Terms of Reference (ToR) and examining the 2020 SSAF Survey. This survey is scheduled to be delivered to the student body in August 2020 and the working group reviewed the survey structure and contents. Moving forward, the working party will review funding applications for existing SSAF funded projects.

The Chair noted that any additional action items will be carried over to the September meeting.

***1.5 Minutes of the Previous Meeting**

RESOLVED 2020/22

that the minutes of the previous Student Advisory Council meeting held on 21st July 2020 be confirmed and signed as a true record

***1.6 Chair's Report**

The Chair noted the resignation of Chuhao Liu, President of the Wollongong University Postgraduate Association (WUPA). The Chair recognises the contribution of Mr Liu within the SAC, WUPA and UOW and commends his advocacy for student mental health for postgraduate students.

The Chair notes that UOW has obtained a license to deliver a certified Mental Health First Aid course for students. This course has a self-paced online module, as well as a face-to-face component. SAC members will receive further information within the coming weeks about how to access this resource.

The Chair advises that Question, Persuade & Refer (QPR) training is also available to SAC members. If members are interested, they are advised to contact the Student Representation Coordinator (SRC) for further information.

The 2020 National Students as Partners Roundtable will be held virtually between the 24th and 28th of August. This conference will focus on “Learning through Partnerships”. All SAC members are encouraged to attend, particularly those involved in Students as Partners working parties.

Feedback for Autumn session online exams is still being sought by the University. This can be accessed on the SAC Moodle page.

PART 2: GENERAL BUSINESS

***2.1 Presentation – Student Mental Health – Charting a new course for UOW**

The Chair welcomed the Pro Vice-Chancellor (Students) to speak to this agenda item.

The PVC(S) advised that this significant body of work having commenced in 2018, having started by exploring the concept of ‘wellbeing’ and what should be encompassed in thinking about wellbeing, and student mental health. It was appreciated that mental health exists on a spectrum, from flourishing in good health to times when people are experiencing ill health. It was clear that solely focusing mental health services on the crisis point of mental health was not going to be sufficient, and that the University needed to have strategies to encompass the entire spectrum.

The PVC(S) noted the complexity of mental health, and how there is a need for greater awareness and understanding of mental health in the broader community. The University aims for graduates to enter workplaces and communities with sound understanding of these complexities and this understanding can be further spread throughout communities.

The UOW Compass Framework exists as a concept to assist the development of T-Shaped graduates by mixing disciplinary learning with broad cross-disciplinary skills. This Framework aims to enhance graduate employability, but also the capacity to produce well-rounded individuals.

The PVC(S) also noted the work of Associate Professor Vida Bliokas on the UOW Student Mental Health Model. It was clear that there is a need for performance above just sector benchmarks, as sector-wide improvements need to be made. Out of this work, a gold standard for student mental health was developed for the University of Wollongong. This model was endorsed by the Vice Chancellors Advisory Group, and emphasises the importance of needing a holistic, university-wide approach to enhance student mental health.

The complexity of mental health means that the University needs to work with local partners in order to encompass the spectrum of mental health, and best develop support services for all types of mental health.

There will be a Student Mental Health Advisory Group formed and the PVC(S) is seeking student membership on this group particularly those with lived experience of mental health.

The PVC(S) welcomed questions from the SAC.

Q1: Has the Student Mental Health Advisory Group considered seeking specific student representation from students living in UOW accommodation?

R1: The Group will have working groups formed underneath the primary group. The PVC(S) expects there to be working groups particular to Accommodation services, working in tandem with Accommodation Services.

Q2: How is the advisory group going to ensure that focus is shared between negative and positive mental health aspects?

R2: The Student Mental Health Model document outlines the importance of work happening throughout the mental health spectrum, additionally something specific may be included within the advisory groups Terms of Reference to ensure service across the spectrum.

Q3: In the mental health strategy document, there was mention of providing mental health professional development. Do you propose that training happens for every student at UOW?

R3: That would be the ideal option; however, there are incremental positions that will happen in pursuit of this. The Mental Health First Aid course that UOW can deliver to students has an online component, which creates a strong foundation for students to create awareness of personal wellbeing and mental health in their community. The PVC(S) is open to suggestions for further training resources that could be utilised by students.

The PVC(S) advised that a survey is in development to gather further data on student experience relating to mental health and is expected to be delivered to students soon. SAC are encouraged to complete this survey if possible and encourage their cohort to complete it as well.

In response to recent SAC inquiry about the UOW Counselling services, the PVC(S) gave information about the current Counselling service. The new intake service is an online registration form for students to complete; a psychologist then reaches out to the student within two business days. The psychologist then assesses the student and decides whether they need to go into counselling services or seek help from an external service. The data shows that 70-80% of students enter the Counselling service; for those who do not, they may be needing a higher order of care from an external provider, or they may need steering into other support services from the University, for example: careers advice, financial assistance, academic consideration.

RESOLVED 2020/23

that the Student Advisory Council note the presentation of Student Mental Health provided by the Pro Vice-Chancellor (Students), as set out in the agenda paper.

***2.2 Presentation – UOW Scholarship Offerings**

The Chair invites the Fees & Scholarships Coordinator (FSC) – Admissions, Fees & Scholarships to provide a presentation and speak to this agenda item.

In 2018, UOW engaged external consultancies on international and domestic scholarships. Two key recommendations that came out of this was performing an annual review and evaluation on scholarship offerings to ensure they are in line with UOW strategic goals.

International Scholarships

The University Excellence Scholarship is for international students and is assessed during the admissions process. This is to reduce the administrative load on international students. This involves a 30% tuition reduction for the duration of eligible course. There are admission eligibility requirements, as well as ongoing eligibility requirements, which have recently been relaxed due to the current environment.

The Postgraduate Academic Excellence Scholarship is for international Masters' students and is assessed during the admissions process. This involves a 30% tuition fee reduction for the duration of eligible course. There are admission eligibility requirements, as well as ongoing eligibility requirements which too have recently been relaxed due to the current environment.

The Alumni Scholarship is for international Alumni students completing further studies at UOW. This involves a 10% tuition fee reduction for the duration of eligible course.

Domestic Scholarships

For domestic students, there are a number of scholarships offered. These may be university, commonwealth or donor funded scholarships for future or current students. Scholarships are offered

over various areas: academic, equity, community, corporate, work integrated learning, sporting and residential.

- The Vice-Chancellor's Elite Academic Scholarship, Illawarra Principle's Recommendation Scholarship and Faculty specific scholarships are aimed at domestic future students in the academic area.
- Equity scholarships are delivered in a tiered system based on student needs, with a streamlined application process to simplify and enhance the process for students.
- Philanthropy and corporate partnerships are a significant source of funding for Community scholarships, corporate scholarships and Sporting scholarships.
- Residential scholarships are funded by both UOW and philanthropic donations, addressing equity, relocation and academic achievement.
- Commonwealth supported scholarships are aimed at indigenous students
- There are a variety of philanthropic funded scholarships for current domestic students that open throughout the academic year. These scholarships may be targeted to specific student cohorts or open to all applicants.

Grants

The COVID-19 Financial Assistance Grant Scheme was delivered as a result of the significant impacts of COVID-19 on students. This gave access to emergency funding to ease financial burdens during studies.

The Professional Experience Grant aims to increase access to Work Integrated Learning for students from under-represented groups.

The FSC opened to the SAC for questions.

Q1: Is the Postgraduate Excellence Scholarship a new scholarship or offered for some time as well as details around eligibility, pass requirements and the amount of scholarships.

RI The Fees & Scholarships Coordinator (FSC) advised that the scholarship was introduced in 2020. Any offers that are currently in market will be assessed for eligibility for this scholarship with the scholarship being made available in 2021. There is an eligibility required at the admission stage for the scholarship and not all students will be offered the scholarship. There is an equivalency of eligibility considered at the admission process stage. There is an entry requirement to receive the scholarship as well as a pass requirement to continue to receive the scholarship.

There is a limited number of scholarships however if students meet the scholarship requirement, they will receive a scholarship. This is only at the admission stage and current international students are not eligible to go on this scholarship.

The Deputy Chair (DC) commented that with Domestic scholarships there appears to be a gap in terms of awarding high achieving students aside from those equity students, school leavers and community specific scholarships. An observation is that there is a limited number of scholarships awarded to students with high academic merit. Further, students who receive the Dean's Merit Award there is no financial reward.

The Director, Student and Accommodation Services Division (DSASD) stated that what the FSC is talking about is purely scholarships, which is not to diminish the framework for the other framework

of awards such as Prizes, Deans Scholarship and Dean's Merit List that work in parallel with other scholarships.

The FSC commented that the Prizes suite is targeted at awarding top students in subjects and is part of recognising those students in the scholarship's framework.

The Senior Manager, Admissions, Fees & Scholarships (SMAFS) further responded by clarifying that the DC was specifically referring to current students who are sitting at the top of their subjects. The Vice-Chancellor (VC) awards high achieving commencing students with VC Awards.

There is currently a review of the Dean's Scholar program being undertaken to review the program as a whole. The SMAFS stated that he can take to the group the consideration of students who are recognised as consistent high achievers. The concept of performing well and consistently during studies can be taken to the review group to see if it sits in the existing terms of reference. The SMAFS will come back to the group.)

Q2: The DC asked whether the Dean's Scholar program is only available in the Faculty of Business and Law.

R2: There are multiple degrees across all Faculties that the Dean's Scholar program is offered however at present is not necessarily consistent in practices with regard to the non-financial and financial administration of the program.

The DSASD stated that with the review of the scholarship offerings at UOW which has led to this current framework the feedback received from students was that they were not overly interested in the financial reward but more academic recognition. Students wanted to have more access to academic staff to assist them in accelerating their success in their studies. The Dean's Scholar program gives students access to academic mentoring as well as financial assistance for textbook purchase, but it does not give additional academic contribution that would be recognised outside of the student title of "Dean's Scholar", and the program does need review.

The DC comments that while enrolled in a double degree, a student is not eligible to be enrolled in Dean's Scholar for both disciplines of study but rather just the primary discipline.

The Chair recommends that SAC faculty representatives should consult with their faculties in regard to the Dean's Scholar programs and how they are delivered within their specific faculty.

The SMAHPG states that like SMAFS indicated, the faculties have different administrative processes for applying academic awards and scholarships. However, the scholarship program that is offered not only allows potentially life-changing access to education especially from an equity standpoint. The criteria for scholarship eligibility and the stability offered by having longer term cycles of scholarships will allow more students to benefit from scholarships and the rewards that come with them. Scholarships don't just offer financial rewards, but they create value for students in future careers when listed on resumes & CVs when viewed by potential future employers.

The DC would like to highlight the difference in scholarship eligibility between domestic and international students as indicated in the FSC presentation, with domestic eligibility being much more specific than international.

Q3: How many scholarships go unawarded for both domestic and international?

R3: The FSC states that it depends on the scholarship, and the model it is delivered under. The University Excellence and Postgraduate Excellence scholarships are threshold scholarships, and there is no explicit limit to how many can be given and therefore how many would not be awarded. In terms

of domestic scholarships, there is a process for philanthropic scholarships where they are re-offered to another student to ensure the scholarship is allocated if required.

The SMAFS state that a key finding of the scholarship's consultation was that there was money retained that was not allocated to students through scholarships. This finding led to changes in the scholarship framework, now having multiple rounds for scholarships where if a student does not accept their awarded scholarship, it goes to a following round and offered to a different student to ensure that the benefits are obtained. Not every scholarship will be awarded in every instance, but the University strives to ensure that they are all awarded – sometimes repeating offers for different sessions if necessary.

RESOLVED 2020/24

that the Student Advisory Council note the presentation of UOW's Scholarship offerings provided by the Senior Manager, Admissions, Fees & Scholarships as set out in the agenda paper.

***2.3 Report on Academic Appeals and Review of Grade Process and Procedure 2020**

The report will be taken as read and the Academic Senate – Undergraduate (ASU) representative will speak further to the agenda item.

While the document is in draft stages, the Academic Senate Undergraduate representative (ASU) and co-authors are seeking endorsement on continuation of the report; and to seek survey data from students relating to academic appeals and complaints.

The DSASD advises that when gathering data from students, there is agreement to comply with UOW privacy obligations. A privacy impact statement will need to be completed and declarations to students regarding the usage, storage, ownership, de-identification of their data. Further exploration of methods of delivering a student survey needs to be conducted, and the university can facilitate the use of such tools.

The Chair notes that the meeting is no longer at quorum.

The Law, Humanities & Arts Undergraduate (LHAU) representative suggests the use of SOLS to advertise such a survey. DSASD advises that the university will assist in exploring what tools can be used to assist in seeking data, the report authors should reach out to the Manager SSAF and Student Projects, Student and Accommodation Services Division (MSSAF) for assistance in this area.

The report authors are seeking a postgraduate representative to assist them in the completion of this report. The Science, Medicine & Health postgraduate (SMAHPG) representative invited the authors to make contact in relation to survey information and further discussion about the report.

Draft Resolution:

- i. That the Student Advisory Council endorse the development of the Report on Academic Appeals and Review of Grade Process and Procedure 2020 as set out preliminarily in the agenda paper*
- ii. That the Student Advisory Council approve the use of the Student Advisory Facebook page to advertise surveys to gather information for the purpose of completion of the report under resolution (i)*

***2.4 Faculty of Business (BUS) Representatives report**

The report was taken as read.

The Faculty of Business Postgraduate (BUSPG) representative would like to emphasise that the Faculty of Business representatives have an upcoming meeting with the Faculty Dean, which will be a great opportunity to make a connection with the Faculty. The BUSPG will give a report of this meeting at the September meeting.

Draft Resolution:

that the Student Advisory Council receive and note the report provided by the Faculty of Business Student Representatives, as set out in the agenda paper.

***2.5 Faculty of Social Sciences (SOC) Representatives report**

The report was taken as read.

Draft Resolution:

that the Student Advisory Council receive and note the report from the Faculty of Social Sciences student representatives, as set out in the agenda paper.

***2.6 UOW Pulse Student Director Report**

The Chair invites the UOW Pulse Student Director (PSD) to speak to this agenda item.

The PSD has a presentation that will be made available on Moodle following the conclusion of this meeting.

One of UOW Pulse's objective is to improve student engagement on campus. There has been a transition of some of their programs to online delivery over various categories such as student mental health and wellbeing. This is partly delivered through the UniLife program.

Draft Resolution:

that the Student Advisory Council receive and note the verbal presentation provided by the UOW Pulse Student Director representative, as set out in the agenda paper.

***2.7 UOW Clubs & Societies Representatives Report**

The report was taken as read.

Draft Resolution:

that the Student Advisory Council receive and note the report provided by the UOW Clubs & Societies student representative, as set out in the agenda paper.

***2.8 University Council Undergraduate Representative Report**

The Chair invites the University Council Undergraduate (UCU) representative to speak to the agenda item.

The UCU representative outlines the role of University Council which is the primary decision-making body of the university. University Council members have an obligation and fiduciary duty to operate in the best interest of the University. The Council is chaired by the Chancellor. Recent discussion of the University Council has been around COVID-19, and the effect it is having on the University Strategic Plan.

The University Council Postgraduate representative position was filled by David Havyatt at the most recent meeting.

BUSPG would like to remind SAC member that the University Council publishes summaries of meeting on the UOW website.

Draft Resolution:

that the Student Advisory Council note the verbal report provided by the University Council Undergraduate Representative, as set out in the agenda paper.

PART 3: OTHER BUSINESS

***3.1 Other Business**

The Chair invites SAC members to raise any other business that may have arisen.

Women's Representative Seminar for Female Students

The Women's Representative (WR) would like to gauge interest and seek advice in holding a seminar for students relating the mental health issues experienced by female students of the University. The Women's Representative would like assistance in finding a suitable speaker who may be able to attend and speak at such a seminar.

WR is advised to contact the PVC(S) for assistance on this topic.

The Science, Medicine & Health Postgraduate (SMAHPG) representative also invited WR to make contact for assistance in this area.

The DSASD commented on the difficulties experienced by postgraduate researchers who may be experiencing particular problems with the remote delivery transition. There is a new Dean of the Graduate School of Research, Professor Clive Baldock, who should be invited to a future SAC meeting to give a presentation on this field.

The BUSPG notes that the School of Accounting, Economics & Finance Head of Postgraduate Studies holds drop-in sessions on Friday afternoons for HDR students via Zoom. These offer agenda free consultations and discussions about student experience and academic issues.

***3.2 Schedule of Meetings**

The next scheduled meeting will be held on Thursday, 17th September 2020 via WebEx 1:30pm

*3.3 Rolling Agenda Schedule

The rolling agenda has been finalised by the SAC Executive and the SRC and is available on the SAC Moodle site.

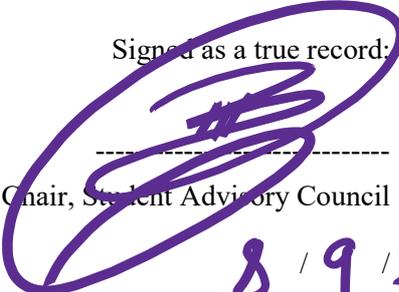
The Chair notes that at the September meeting, the rolling agenda indicates the following representative updates from the:

- Campus Representatives
- LGBTIQ+ Representative
- Mature Age Representative
- Academic Senate Representative

As well as reports from active working groups:

- Students as Partners (SaP)
- Student Services & Amenities Funding (SSAF)
- SAC Activation
- Vice-Chancellors Advisory Group Update
- SAC University Council Report

Signed as a true record:



Chair, Student Advisory Council

8 / 9 / 20