

STUDENT ADVISORY COUNCIL MINUTES – 7th APRIL 2022

Minutes of the 1st meeting of the Student Advisory Council held at 1:30pm on 7th April 2022 in the Council Room Building 36 and via Webex.

PRESENT:

Jackson Cocks	Chair - University Council (Undergraduate) (UGUC)
Carly Lavings	Deputy Chair - Persons with Disabilities Representative (PWD)
Ben Hamill	Deputy Chair – Academic Senate (Undergraduate) (UGAS)
Sarah Vogel	University Council (Postgraduate) (PGUC)
Ahsan Anees	Academic Senate (Onshore International) (INTAS)
Michael Valceski	Academic Senate (Postgraduate) (PGAS)
Alice Wong	International (ASSH) (INTASSH)
Andrea Knezevic	Postgraduate (ASSH) (PGASSH)
Jonah Hurley	Undergraduate (ASSH) (UGASSH)
Bongani Munkuli	International Representative – BAL (IBL)
David Havyatt	Postgraduate Representative – BAL (PGBL)
Ellie Grant	Bega Campus Representative
Geeta Mahala	International Representative – EIS (INTEIS)
Helena Ibro	Postgraduate Representative – EIS (PGEIS)
Prashad Navaranjan	Undergraduate Representative – EIS (UGEIS)
Aurora Green	LGBTIQ+ Representative (LGBTIQ+)
Sam Jennings	UOW Residences Representative (UOWR)
Ben Regan	Undergraduate Representative – SMAH (UGSMAH)
Nischal Sharma	International Representative – SMAH (INTSMAH)
Henry Altenburg	Shoalhaven Campus Representative (SCR)
Setareh Tabatabaei	SBS Campus Representative (SBS)
Jin Zhao	WUPA Representative (WUPA)
Jye Langley	WUSA Representative (WUSA)
Keval Patel	UOW Pulse Student Director (PSD)

IN ATTENDANCE:

Rob Sim	Acting Director, Student and Accommodation Services Division (ADSASD)
Lorelle Pollard	Senior Associate Director, Student Relations (SADSR)
Nancy Huggett	Director, Governance and Safe and Respectful Communities and Civic Strategy (DGSRC)
Bethany Donlan	Undergraduate student representative, Safe and Respectful Communities Advisory Council (UGSRC)
Tammy Small	Manager Projects, Indigenous Advancement WIC (MPIA)
Deb Porter	Manager, SSAF & Student Projects – Student Relations (MSSAF)
Christine Mason	Student Representation Coordinator – Student Relations (SRC)

APOLOGIES

Theresa Hoynes	Director, Student and Accommodation Services Division
Professor Julia Coyle	Pro Vice-Chancellor (Students)
Nuala O'Donnell	Associate Director, Student Engagement and Employability
Tarneet Kaur	Postgraduate Rep SMAH
Amy Heyhoe	Southern Sydney (Loftus) Campus Representative
Paris Rawaqa	Women's Representative
Gabrielle Tahhan	South-Western Sydney Campus Representative

PART 1: OFFICIAL BUSINESS

***1.1 Welcome and Introduction**

The Chair welcomed SAC representatives, staff in attendance and guest presenters to the second SAC meeting for 2022.

The UGSMAH representative acknowledged the traditional custodians of the land.

The Chair advised that the meeting would be recorded for the purposes of minute taking and asked if there were any objections, no objections were received. The Chair noted that the meeting was quorate and that the Executive Officer will take minutes of the meeting.

***1.2 Apologies**

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 tabled for this meeting

1.3.3 Starring of Items

All items were starred for discussion.

1.4 Actions Arising from Previous Meetings

The Chair noted the action items as set out in the agenda, were in progress and advised that the SAC Standing Orders would be discussed in Other Business, time permitting.

1.5 Minutes of the Previous Meeting

RESOLVED 2022/10

that the minutes of the previous meeting held on 10th March 2022 be confirmed and signed as a true record.

1.6 Chair's Report

a. HDR Student Issues – Faculty of the Arts, Social Sciences and Humanities

The Chair advised the SAC that a letter from the Chairperson, School of Health and Society, HDR representative Committee from the Faculty of ASSH was received and will be discussed in Other Business. The letter outlined resourcing and infrastructure issues for HDR students in ASSH.

1.7 Membership Business

The Chair congratulated Keval Patel for his re-election to the position of UOW Pulse Student Director for the 2022/2023 term.

The Chair opened to the floor if there were questions from representatives regarding membership business.

The INTSMAH representative raised the issue of connecting with students and preparing SAC representative reports. The Chair advised that there would be support provided to new and continuing SAC representatives on strategies for engaging with the student cohort. One strategy would be to hold a ‘town hall’ so that students have an opportunity to engage with the SAC and representatives.

For representative reports, the Chair advised the SAC that a ‘pop up’ session to provide information on formatting of the report, the use of the template and the content that would be most relevant for the SAC representatives to report on. The basis of the report would be representative activities, issues and concerns raised with the representatives by the student cohort and brought to the attention of the SAC.

The Chair advised that if there is time some of these concerns will be discussed at the Leadership event.

Action Item

- SAC Executive to run a ‘pop up’ session for preparation of SAC representative reports prior to the next SAC meeting date.

The PGBAL representative asked the Chair if there were any nominations for the vacant position of Mature Age representative and two UOW Clubs and Societies representatives. The MSSAF confirmed with the SAC that Expressions of Interest (EOI) closed on 31st March 2022 and the selection panel will convene and interview in the next couple of weeks. The panel will include professional members of staff and current SAC representatives such as the PGBAL rep for the Mature Age representative position, the UOW Pulse Student Director and past Clubs and Societies representative.

PART 2: GENERAL BUSINESS

2.1 Safe & Respectful Communities – 2022 Activities and Initiatives

The Chair introduced the DGSRC and the UGSRC to present the item.

The DGSRC acknowledged UOW’s NSSS results and provided a brief recap of the results for those SAC representatives who were unable to attend the initial results briefing. The DGSRC stated that National figures and UOW’s results were disappointing. They went on to explain how University staff and students have a role in how they respond to the results and acquitting an action plan which is currently under development. This would include SAC feedback on how the operationalise the action plan.

The SARC Advisory Committee consists of staff and students with the PWD representative on the committee and a postgraduate representative would be appointed to the committee also. The committee will raise consent conversations with students as a roundtable.

The DGSRC also confirmed that the University from July 2022, will mandate the Consent Matters online module and students will be prompted to do training before getting their results. The module will ask students pre and post questions which will capture responses that will

provide greater insight regarding knowledge, intent to help, readiness to help, bystander efficacy and behaviour.

Discussion also focused on the University's outreach and collaboration with high schools in particular feeder schools to the University. The focus of creating an awareness and education of safe and respectful communities in schools and mandating consent training which will carry through to tertiary education.

The PGUC asked how the University will mandate Consent Matters for HDR students as enrolment from year to year is 'rolled over' automatically. The DGSRC stated that they were unaware how the module would be made mandatory for HDR students and suggested that this be raised with the Graduate Research School and the Student Systems team.

The UGSARC representative of the Advisory Committee discussed raising awareness and having more conversations using social media channels and providing feedback to the SARC team. They went on to say that it is important to encourage the student cohort to do First Level Responder Training. If students undergo Bystander training it enables them to be more confident in being an active bystander.

The DGSRC also advised that the SARC Advisory Committee are seeking via EOI process; a postgraduate representative and other student representatives for roundtables being held towards the end of April 2022 with the focus on discussion around consent.

The UGSMAH representative raised the issue of the incidence of drink spiking in Wollongong with incidents of spiking more evident in some venues. The DGSRC confirmed that the University has worked with local venues on a Set the Bar program; and encouraged anyone who is the victim or witness of drink spiking to go to hospital and report to the police.

In conclusion, the DGSRC reiterated the need for more open conversation around consent and for students to undergo First Level Responder training in regard to being an active bystander.

The Chair thanked the DGSRC and UGSRC for the presentation.

The Chair read out the draft resolution with no objections recorded, the motion was passed.

RESOLVED 2022/11

that the Student Advisory Council note:

- (i) *the update on UOW's response to the NSSS including the process for developing the SARC 2022 Action Plan, including student, staff and community engagement; and*
- (ii) *the information provided at the meeting about the Consent Matters Module.*

2.2 The UOW Innovate Reconciliation Action Plan (RAP) 2022 - 2024

The Chair welcomed the MPIA, the MPIA thanked the SAC for having them present and sharing in the journey towards the 2022 – 2024 Innovate Reconciliation Action Plan (RAP) March 2022 – March 2024. The MPIA acknowledged that they were of country and a proud Wiradjuri woman.

UOW commenced the Reconciliation Action Plan journey in 2019 with the launch of the first Innovate RAP followed by the 2022 – 2024 RAP with the VC the key sponsor. The UOW RAP aims to build stronger relationships between Aboriginal and Torres Strait Islander peoples that benefit all Australians. The RAP provides the University with the tools to advance Reconciliation with integrity and transparency with an educational plan that shares the responsibilities broadly.

The University's RAP provides a strategic framework to drive the University's contribution to the reconciliation movement which would leverage organisational structures and our diverse sphere of influence to create changes that reaches the whole nation. The VC and Senior Executive have contributed to the statement of intent and the RAP is now a part of the strategic governance and annual reporting.

The process of developing the Innovate RAP, involved collaborative conversations with key stakeholders, which included student representatives and acknowledged the involvement of the current WIC representative on the steering committee to develop a plan. There were five outcomes of the Collaborative Conversations which has led to some of the key elements of the new RAP accountability, developing an indigenous policy, creating a suite of protocol resources to increase awareness and understanding of Indigenous knowledges.

The MPIA advised resources are being embedded in lectures and tutorials and it is hoped that the University can further develop reach via webex chat, blogs to keep the conversations ongoing. Any further suggestions from the SAC would be welcomed.

The Chair commented that University Council at their next meeting would consider the endorsement to support delivery of the Uluru Statement of the Heart which reflects the University's commitment of its First Nations students and staff.

For SAC to support the Statement of the Heart, the Chair confirmed the establishment of a one-off working party of five – six SAC representatives to get involved in working through the statement and how the SAC can provide support.

The Chair confirmed with the SAC that the RAP slide would be made available on the SAC Moodle site.

Action Item

- RAP Slide Presentation to be uploaded to the SAC Moodle site

The Chair thanked the MPIA for their presentation.

The Chair read out the draft resolution with no objections recorded, the motion was passed.

RESOLVED 2022/12

that the Student Advisory Council note the presentation of the UOW Innovate Reconciliation Action Plan by the Manager, Projects, Indigenous Advancement.

2.3 SAC Consultation – Timetabling System

The Chair introduced the agenda item and welcomed the SADSR to present to the SAC.

The SADSR advised the SAC that UOW is conducting a closed tender process for a new timetabling system and that the University is seeking to consult with students to understand what a student centric timetable would look like. To date, consultation with staff has occurred and business requirements collated.

The SADSR stated that it would be optimal if a small number of student representatives could attend vendor presentations and is seeking advice from the SAC in developing an appropriate consultation network with students. The consultation is proposed to consist of a number of discussion groups of 10 people each to meet with the Project Manager who will note student expectations and experiences.

The SADSR asked that the SAC talk to their peers and provide the project manager with information and feedback regarding timetabling. The Steering Committee will seek student representation with the Chair asking the SAC to ask their peers from the faculties to get involved. It is anticipated that the new timetabling system will not be implemented until 2024. The Chair asked if there were any questions and thanked the SADSR for their presentation. No questions were received from the floor.

The Chair read out the draft resolution with no objections recorded, the motion was passed.

RESOLVED 2022/13

that the Student Advisory Council support the request to provide assistance in developing an appropriate network as presented in the meeting.

2.4 Student Response to Proctorio

The Chair invited the UGSMAH representative to provide an overview of their agenda item regarding Proctorio and for the SAC representatives to provide comment regarding the recent opinion of some students against the use of Proctorio.

The UGSMAH representative advised that there had been backlash regarding Proctorio, due to the belief by students that UOW are implementing the system to save money. A petition raised by WUSA collected 2000 signatures however the UGSMAH acknowledged that there were several inaccuracies made by WUSA representatives regarding software and how the University would implement the system.

The Acting DSASD acknowledged student sentiment regarding Proctorio and confirmed that there were inaccuracies in statements made by students and the University would continue engage with WUSA regarding student concerns. The SADSRS has met with UOW's Privacy Officer to address the questions and concerns raised by students regarding the security of student data.

The discussion continued with a focus on student communications with the PGBAL representative noting that University communications with students was still an issue; and that it would be worthwhile for the University to have conversations with students to try and determine the best way to communicate with students. This they feel would help with the distrust that students have with the University.

The Acting DSASD recommended that the Students as Partners working party include the area of student communications in their schedule of works.

The Chair read out the draft resolution with no objections recorded, the motion was passed.

RESOLVED 2022/14

that the Student Advisory Council note that the opinion of some students is against the use of Proctorio, the Student Advisory Council supports the University response that it will actively involve students in the rollout of Proctorio for online invigilated exams:

2.5 SAC Executive – SAC Goals and Values Leadership Event and Students as Partners

The Chair confirmed with the SAC that the Deputy Chair positions have been confirmed with Carly Lavings responsible for Subcommittees and Working Parties, and Ben Hamill, responsible for SAC Communications.

The composition of the SSAF Subcommittee, the Students as Partners and Activation Group working parties is close to being finalised. The Chair confirmed that the position of Student Co-Chair is yet to be confirmed for the SaP working party. Final membership will be uploaded to the Moodle site in the Subcommittee and Working Parties folder.

The Chair advised that the agenda for the SAC leadership event is currently being drafted and the SAC will be kept up-to-date on the activities of the event.

The Chair invited members contact the Executive Officer or SAC Executive with potential item/s for consideration for the SaP Schedule of Works.

The SAC were reminded that if any representative has feedback regarding the Induction session held in February 2022 to provide feedback. In addition, any representative requires training or support please contact the Student Representation Coordinator or SAC Executive.

The Chair read out the draft resolution with no objections recorded, the motion was passed.

RESOLVED 2022/15

that the Student Advisory Council:

- i. note the update on the SAC Deputy Chair positions;*

- ii. *note the update on the membership for the SSAF Sub-Committee, Activation and Students as Partners working parties;*
- iii. *note the update on the SAC Leadership Event;*
- iv. *record the outcomes of the discussions of possible items for the SaP schedule of works; and*
- v. *seek feedback from representatives on induction, training and support and corresponding action items.*

PART 3: OTHER BUSINESS

3.1 Review of Student Awards

The Chair is currently working with UOW staff to ascertain whether Student-Staff Partnership awards and Leadership awards can be included in the annual VC Staff Awards to demonstrate the partnership between staff and student. A review is also being undertaken of student awards; and it is hoped that there would be an inclusion of student awards for consistent high achievers. The Chair will keep the SAC updated on this project.

StudentLife@UOW

The Chair advised that there will be a call out for two SAC representatives to be part of the StudentLife@UOW Working Party membership. Updates on the progress of the working party will be provided to the SAC.

SAC Support – Uluru Statement

The Chair referred back to Agenda Item 2.2 the UOW Innovate Reconciliation Action Plan (RAP) 2022-2024 RAP and the presentation regarding support for the Uluru Statement from the Heart. The Chair proposed that the SAC support the University with the statement and based on no objections that the SAC support the University's Uluru Statement of the Heart.

The Chair proposed the following draft resolution with no objections recorded, the motion was passed.

RESOLVED 2022/16

that the Student Advisory Council note support of the University's Uluru Statement from the Heart.

Letter – HDR Resourcing and Infrastructure

A letter was received from the Chairperson, School of Health and Society HDR Rep Committee in the Faculty of the Arts, Social Sciences and Humanities regarding issues with resourcing and infrastructure.

The Chair advised the letter submitted was unable to be tabled at the meeting as an agenda item. The Chair confirmed that they would refer the letter to the HDR representatives on SAC and then address at the next meeting in May 2022. The main issues raised is the lack of budget for computers and maintenance of computers, the administrative burden on HDR students following implementation of the OneUOW model and software changes.

Action Item

- Chair SAC to refer letter to the HDR representatives; and
- HDR representatives to discuss the letter and the next steps to address the issues raised.

Cost of Living for Students

The UGSMHAH representative raised with the SAC the current cost of living and the impact this is having on students. They would like to draft an agenda item for the next meeting and go out to stakeholders prior to submission to address the issues related to the increasing cost

of living and how the University can better support students while they study. One cost area was parking for students in particular those that need to park for several hours a day. The Chair raised with the SAC about being cautious on how to deal with this issue as this also falls under WUSA.

The Chair asked the SAC if there was any further business. No other business was raised.

3.2 Next Meeting

The next SAC meeting is scheduled to be held on Tuesday, 24th May 2022 at 9:30am.

3.3 Rolling Agenda

The SAC Rolling Agenda will be finalised by the SAC Executive and be made available on Moodle and at the next SAC meeting in May.

The meeting closed at 3:30pm.

Signed as a true record:

A handwritten signature in black ink, consisting of a stylized 'h' followed by a long, sweeping horizontal line that curves upwards at the end.

Chair

28/ 10 /2022