

STUDENT ADVISORY COUNCIL MINUTES- 28 July 2022

Minutes of the 4th meeting of the Student Advisory Council held at 9:30am on 28th July 2022 in the Council Room Building 36 and via Zoom.

PRESENT:

Jackson	Cocks	Chair - University Council (Undergraduate) (UGUC)
Ben	Hamill	Deputy Chair - Academic Senate (Undergraduate) (PGAS)
Carly	Lavings	Deputy Chair - Persons with a Disability (PWD)
Sarah	Vogel	University Council (Postgraduate) (PGUC)
Tarneet	Kaur	Academic Senate (Postgraduate) (PGAS)
Michael	Valceski	Academic Senate (Postgraduate) (PGAS)
Katherine	Minns	Academic Senate (Undergraduate) (PGAS)
Alice (Wai Wun)	Wong	International (ASSH) (INTASSH)
Andrea	Knezevic	Postgraduate (ASSH) (PGASSH)
Jonah	Hurley	Undergraduate (ASSH) (UGASSH)
Bongani	Munkuli	International (BAL) (INTBAL)
David	Havyatt	Postgraduate (BAL) (PGBAL)
Michael	Brandon	Clubs and Societies (CaS)
Geeta	Mahala	International (EIS) (INTEIS)
Helena	Ibro	Postgraduate (EIS) (PGEIS)
Prashad	Navaranjan	Undergraduate (EIS) (UGEIS)
Aurora	Green	LGBTIQ+ (LGBTIQ+)
Ben	Regan	Undergraduate (SMAH) (UGSMAH)
Henry	Altenburg	Shoalhaven Campus (SC)
Amy	Heyhoe	Southern Sydney (Loftus) Campus (SSC)
Sam	Jennings	Student Residences (SR)
Seyedeh (Setareh)	Tabatabaei	Sydney CBD Campus (CBD)
Thomeissa	Mason	WIC (WIC)
Paris	Rawaqa	Woman's Representative (WR)
Jin	Zhao	WUPA Representative (WUPA)

IN ATTENDANCE:

Professor Theo Farrell	Deputy Vice-Chancellor (Academic and Student Life) (DVCA)
Dr Kellie Ridges	Director, Student Life (DVC Academic and Student Life portfolio) (DSL)
Rob Sim	Associate Director, Student Operations (ADSO)
Professor Julie Coyle	Pro Vice-Chancellor (Students) (PVCS)
Kylie Austin	Associate Director, Student Services (ADSS)
Anthony Petre	Associate Director, Brand & Marcomms (ADBMM)
Dr Ken Cliff	EPAQ Chair
Bradley Parkinson	Student Mental Health Project Lead (SMHPL)
Liz Armitage	Communications Manager (CM)
Soutara Potter	Student Life@UOW Rep
Emma Arnold	Student Life@UOW Rep
Alicia Flood	Administrative Assistant & Acting Executive Office (SASD)
Yasmine Russell	Associations Assistant (SASD)

APOLOGIES & LEAVE OF ABSENCE:

Theresa	Hoynes	Director Student & Accommodation Services (SASD)
Deborah	Porter	Manager SSAF and Student Projects (SASD)
Lara	Breniser	Mature Age (MA)
Nischal	Sharma	International (SMAH) (INTSMAH)

PART 1: OFFICIAL BUSINESS

***1.1 Welcome and Introduction**

The chair welcomed all to the meeting.

The postgraduate Academic Senate representative (PGAS) 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 the 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 interests declared.

1.3.2 Confidential Items

Under item 2.2 UOW Mental Health Strategy Update, the results of the survey will be presented in slides on the day of the meeting and are confidential.

1.3.3 Starring of Items

All items are starred up to item 2.6 and item 2.9 for discussion. The chair advised that if anyone has any other matters to discuss or raise, they can do so under item 3.1, 'Student Matters'.

The Chair advised SAC members that Agenda Item 2.1- 2.3 would be presented before Actions Arising from Previous Meetings and resolution of minutes of the previous meeting. The Chair also noted that members from Student Life @ UOW were in attendance but carry no voting rights.

***1.4 Actions Arising from Previous Meetings**

The chair noted the action items arising from the previous meetings held in 2022.

It was also requested by a SAC member that, at next Council meeting the Chair will mention as a note that we need better cross communication about matters that are significant to students (as noted by David Havyatt Postgraduate (BAL) (PGBAL)

***1.5 Minutes of the Previous Meeting**

DRAFT RESOLUTION:

that the Student Advisory Council note the ratification of the minutes from the 24th of May 2022 is deferred until the 18th of August 2022 meeting of the Student Advisory Council.

***1.6 Chair's Report**

a) The chair stated that work has been undertaken to rework the Terms of Reference of the SaP working party and where it will fit in with the new divisional realignment between SASD and Student Life.

b) On Tuesday the 19th of July, members participated in the O-week stall. The stall provided a strong foundation for future engagement opportunities, especially given the promotional material (magnets and fliers) and the addition of our own fairy floss machine. The Chair thanked all the SAC members that participated in the event.

c) On Thursday the 21st of June, The Deputy Chair (DC) and undergraduate Academic Senate (UGAS), Deputy Chair (DC) and Persons with a disability and (PWD), Shoalhaven Campus(SC), International, Arts, Social Sciences and Humanities(INTASSH) and the PGAS representatives participated in the University Strategy event, forming a student panel centred around Collaboration and Competitive Positioning. The panel was a fantastic opportunity for raising the profile of the SAC and further encouraged a partnership approach to University decision making.

d) Other developments noted by the chair include:

- Campus Master Plan
- Respect Week: 29- Aug -> 2 September. SAC to think about what we want to do for this.
- People and culture committee (of Council)
- Key takeaways from VC stand-up
 - Change in Government is promising for University sector support. Especially in encouraging further dialogue between the federal government and the sector in the Job Ready Graduate and funding space.
 - November graduations are upcoming, the graduation appraisal from the previous graduations will be circulated to SAC members. Feedback from graduation was positive, with a 4.5/5 appraisal from respondents. Thanks were provided for the extensive consultation that occurred with the SAC for this event.
 - Further discussion is to be had around HDR RTP Scholarships, which HDR reps will speak to later in this meeting. These issues, along with further issues surrounding GRS communications and clarification around graduation policy for gowning and Master's degree classes, were raised. Further discussion will be had with DVCRI around HDR issues and Associate Director (Student Operations) around graduation policy for PhD students and gowning policy.

***1.7 Membership Business**

The chair welcomed Lara Breniser, Mature Age (MA), to their appointed role as mature age representative and Grishma Nirola, Clubs and Societies (CaS) and Michael Brandon, Clubs and Societies (CaS) on their appointments to and clubs and societies representatives respectively.

The chair stated that the Business and Law representative report scheduled to be presented at this meeting, has been carried over the 18th of August meeting to enable further discussion with the Faculty Executive Dean and accompanying update to be provided.

PART 2: GENERAL BUSINESS

***2.1 Student Services and Accommodation Services Division Proposed Realignment**

The DVCA, Professor Theo Farrell, presented the Student Services and Accommodation Services Division Proposed Realignment.

The proposal is a realignment of the DVCA portfolio. The proposal has been presented to staff members.

The current DVCA portfolio has seven portfolios. It was noted that the Student and Accommodation Services portfolio is very large as compared to other portfolios.

The DVCA stated that they are proposing the creation of a new Division of Student Life. This Division will elevate the University's work to significantly enhance the student experience at UOW. This newly created division will oversee:

- Student Life@UOW Program
- Ownership of the Student Experience Strategy
- Students as Partners
- Student engagement

Student and Accommodation Services will be renamed to "Student Administration and Services Division" which will be responsible for operational and administrative student functions.

The proposal will see Kellie Ridges, Director, Student Life (DVC Academic and Student Life portfolio) (DSL) as the Director for the 'Student and Administration Services Division' and Theresa Hoynes as the Director for the 'Student Life Division'. Rob Sim will take on the role of Deputy Director of Student and Administration Services Division.

The DVCA presented slides which outlined the proposed organisational charts of the two proposed divisions.

Purpose of the Realignment:

The Student Experience Survey results in 2021 underlined the need for a reinvigorated focus on student experience at UOW. A review exercise into best practice in student experience, the need to prioritise student satisfaction and experience, and the need to establish a 'business owner' of student experience, have all influenced the creation of the proposal.

The DVCA and the chair asked the SAC representatives if they had any questions or comments. The following questions, comments and discussions were recorded:

The PGAS representative asked the DVCA if the realignment of SAC into the Student Life division will result in any change for SAC.

The DVCA stated that the realignment refers to the administrative support for SAC and will result in no change to the SAC members.

The PGBAL representative asked what the Pro Vice-Chancellor's Students (PVCS) Division entails and why is it not included in the structure and organisation charts presented?

The DVCA explained that the PVCS Division entails student success, including student retention, student health and wellbeing, engagement and outreach and graduate outcomes. Whereas student life is about student experience while at University. The DVCA explained that it is necessary for all three Division's (Student Life, Student and Administration Division and PVCS) to work together.

The PGBAL representative suggested that on the organisational charts presented that the three student portfolios be displayed next to each other. The DVCA noted this suggestion.

The PWD Representative stated that one concern of the SAC is making a cohesive model for student representation to engage in. Has this been considered in this proposal and what changes will this model bring for the student who is wanting to get into representation?

The DVCA stated that the Student Life Division will be working with students as partners and student representatives to achieve the above. The DVCA stated that they want to reach all students and are developing the framework to achieve this.

Further, the DSL stated that this proposal is the first step from a structural perspective to achieve the outcomes of a cohesive approach to representation.

The questions was raised by the Chair surrounding resourcing for Students as Partners and whether the new structure will be putting more resourcing into this area?

The DVCA stated that once the new Director is established, this will be finalised and resourcing will be scoped.

The chair noted that if you have any further questions outside of this meeting please send through.

Resolved: *that the Student Advisory Council note the presentation provided by the Deputy Vice Chancellor (Academic and Student Life) on the proposed realignment of the Student Services and Accommodation Services Division.*

***2.2 Students as Partners Proposed Responsibilities Revisions**

The Chair presented a new conceptual model to harmonise the three main groups currently working with Students as Partners and to reduce any overlap or duplication. The chair highlighted the fact that the paper is brought while the concept is in its infancy so that the model can be built by staff and students in partnership.

The Chair asked the SAC representative if they had any feedback or comments on the abovementioned proposed model. The below feedback was received:

The PGAS representative asked how the sub committees would be administratively resourced.

The chair stated that there would be no extra staffing and that the same operational support would apply. There will be an Executive officer on each sub-committee.

The postgraduate University Council representative (PGUC) suggested that a list of people that are willing to be part of the projects be created. The chair marked this as an action item, to be created via a Moodle form.

ACTION

The DSL stated that the Student Life group would like to see more coherence and for their work to complement the broad student agenda. The DSL stated that she believes this proposal is moving toward a structure that can enhance that.

The SC representative suggested to start getting clubs and societies involved for particular projects to broaden experience and draw on skill sets. The chair noted this suggestion and stated that the Moodle form can be used to nominate individuals from particular clubs and societies.

The Women's Representative (WR) stated that she believes that to complement each other, all working groups should have clear terms of reference and distinct mission statements so that students know where they fit in.

The PWD representative highlighted that she believes the innovation element of the activation party is valuable and should not be lost.

The PGBAL representative stated that he believes that we are better off not trying to build these structures, but instead to get a process to focus on issues as the Students as Partners rather than a working party or sub-committee. David suggested that this can be done without formal processes.

The PGBAL representative highlighted the fact that Students As Partners is still not a part of University website. The chair will investigate whether students as partners can have their own website.

Discussion concluded and the chair noted that will take comments and suggestions on the above outside of this meeting.

After the above conversation the ADSO highlighted that SAC being part of the division on the organisation charts presented by the DVCA is in reference to administrative support for the committee only. SAC is not part of the division, SAC is independent.

Draft Resolution:

that the Student Advisory Council note the Students as Partners Proposed Responsibilities Revisions as set out in the Agenda paper.

***2.3 Students as Partners Terms of Reference Revisions**

Draft Resolution:

that the Student Advisory Council -

- i. approve the setting down of the Students as Partners Working Party;*
- ii. approve the creation of the Students as Partners Subcommittee with the same members as the Students as Partners Working Party;*
- iii. approve the Terms of Reference of the Students as Partners Subcommittee; and*
- iv. note the ongoing review of the Terms of Reference per agenda item 2.2.*

2.4 UOW Mental Health Strategy Update

The Pro Vice-Chancellor (Students) (PVCS) presented the UOW Mental Health Strategy update and the following discussion and questions were recorded.

Discussion, questions and feedback:

The (UGSMAH) representative stated that the biggest issue that comes to his mind in terms of mental wellbeing, is financial security and this can cause stress which will lead to mental health issues. The UGSMAH representative therefore suggested workshops on how to manage money better at University.

The UGSMAH representative also asked how we can we make students aware of the services available. The UGSMAH representative believes that we need to create a strategy to make students more aware of the services available as he believes there is not enough targeted information out there.

The chair will create a Moodle form for members to provide feedback on the UOW Mental Health Strategy.

It was stated that members who are interested in joining the Mental Health Advisory Group are to contact the PVC(S).

Draft Resolution:

that the Student Advisory Council note the presentation provided by the Pro Vice-Chancellor (Students) on the UOW Mental Health Strategy.

***2.5 Managing Sensitive Issues on Social Media**

The Associate Director, Brand & Marketing Communications, Strategic Marketing Communications Division (ADBM)(SMCU) presented this item.

The following feedback and discussion was recorded:

The WR stated that she believes that the guidelines and the steps presented are tangible and simple which is good. The WR asked if you do witness bullying and the person is identifiable, can that person be punished?

In response to the above question, The DVC replied by stating that it is difficult to tell if an identity is legitimate and whether the student can be punished depends on the instance and type of conduct/if they are breaching any code of conduct. However, simply put, yes a student can be punished under the student code of conduct if a breach occurs.

The question was raised as to how societies at UOW can implement this strategy and when a club or society is constituted can they consult with the ADBM's team?

In response to this question, the DVC stated that he will note that consultation should be made between his team and clubs and societies.

The PGBAL representative raised the issue of the need for sensitivity around whole approach (ie-bullying may have also been instigated offline which isn't captured).

In response to the above comment, the DVC stated that they have changed the word 'bullying' to 'cases of suspected bullying'. This identifies these cases are complex. The role of determining who is the bully and victim is then escalated to SASD.

The PGBAL representative further asked if UOW monitor non UOW pages?

In response to the above question, the DVC stated that UOW does monitor non-UOW pages via social operating and an automated system that scans social media for key words. The reports go to certain staff members of UOW.

Draft Resolution:

that the Student Advisory Council note the draft communications as provided in the agenda paper.

2.6 Academic Consideration Policy and Process Review

This item was presented by Kylie Austin, Associate Director, Student Services (SASD) and Ken Cliff, EPAQ Chair

The ADSS stated that there has been no supporting documentation for academic consideration needed for the past 2 years due to the pandemic. However, the University recognises the need for further developments in regards to academic consideration due to the 'new world' we are living in.

The ADSS stated that they are seeking comments and feedback from the SAC about the academic consideration policy review. The first academic consideration meeting is today at 1:30pm if anyone would like to attend.

The ADSO highlighted the importance of getting representation on this party.

The chair highlighted the fact that more students are working while doing studies, as has also been encouraged by the government. He stated that this should be considered in the academic consideration policy review.

Draft Resolution:

That the Student Advisory Council: Note the presentation by the Associate Director, Student Services on the Academic Consideration and Policy Process Review as provided in the agenda paper.

2.7 Arts, Social Sciences and Humanities Faculty Representatives' Report

Draft Resolution:

that the Student Advisory Council note the Arts, Social Sciences and Humanities Faculty report as set out in the agenda paper.

2.8 Academic Senate Representatives' Report

Draft Resolution:

that the Student Advisory Council note the Academic Senate report as set out in the agenda paper.

***2.9 Persons with Disabilities Representative's Report**

The PWD representative stated that they require 10 members to start up this society. Please contact the PWD representative (cgl918@uowmail.edu.au) if you would like to join.

Draft Resolution:

- a. that the Student Advisory Council note the Persons with Disabilities Report as set out in the agenda paper.*
- b. that the Student Advisory Council support the creation and progress of a Wellbeing and Inclusion space.*

2.10 UOW Pulse Student Director's Report

Draft Resolution:

that the Student Advisory Council note the UOW Pulse student director's report as set out in the agenda paper.

PART 3: OTHER BUSINESS

***3.1 Student Matters**

It was noted that PGAS representative is now a member of the UEC.

***3.2 Other Business**

The PGAS representative mentioned he would like to reach out to the Deputy Vice-Chancellor (Research and Innovation) (DVCRI)

The WR raised the mould in student accommodation in particular at Campus East as an issue. ADSO will report this to DSASD for action.

A SAC member stated that they would like an update on the medical clinic and how it is going. It was noted that this was already raised as an action item from the VC stand up meeting.

3.3 Next Meeting

The next meeting is scheduled to be held on Thursday the 18th of August 0930-1130

3.4 Rolling Agenda Schedule

Rolling Agenda Item	Meeting Date
Faculty of Business and Law representatives report	18th August 2022
University Council representatives report	18th August 2022
Campus representatives report	18th August 2022
LGBTIQ+ representatives report	18th August 2022
Mature Age representatives report	18th August 2022
Women's representative report	18th August 2022
Update from Activation Working Party	18th August 2022
Update from SaP Working Party	18th August 2022
Update from SSAF Working Party	18th August 2022

Signed as a true record:



Chair

4: / 32 /2022

ACTIONS ARISING

MEETING DATE 28 July 2022	ACTION ARISING	UPDATE
28 July 2022 Agenda item 1.4	At next Council meeting the Chair will mention as a note that we need better cross communication about matters that are significant to students (as noted by David).	

<p>28 July 2022 Agenda item 2.2</p>	<p>Investigate whether students as partners can have their own website.</p>	
<p>28 July 2022 Agenda item 2.4</p>	<p>The chair will create a Moodle form for members to give thoughts directly on questions raised and any put any volunteers forward for the UOW Mental Health working party and any other working parties that may be required.</p>	
<p>28 July 2022 Agenda item 3.2</p>	<p>Paris raised the mould in student accommodation in particular at Campus East as an issue. Rob will report this to Theresa Hoynes for action.</p>	