

## STUDENT ADVISORY COUNCIL MINUTES- 2 March

Minutes of the 1st meeting of the Student Advisory Council held at 1:30pm on 2 March in Building 19, Room G03 and online via Webex.

### PRESENT:

Jackson Cocks	Chair
Carly Lavings	Deputy Chair - Persons with a Disability (PWD)
Keval Patel	Deputy Chair- UOW Pulse Student Director (UOWPSD)
Lara Warwick	University Council (Undergraduate) (UGUC)
Susan Zhang	University Council (Postgraduate) (PGUC)
Michael Valceski	Academic Senate (Postgraduate) (PGAS)
Durga Tandon	Academic Senate (Postgraduate) (PGAS)
Bayley Mathai	Academic Senate (Undergraduate) (UGAS)
Ahsan Anees	Academic Senate (International) (INTAS)
Andrea Knezevic	Postgraduate (ASSH) (PGASSH)
David Havyatt	Postgraduate (BAL) (PGBAL)
Bongani Munkuli	International (BAL) (IBAL)
Cameron Biggs	Undergraduate (EIS) (UGEIS)
Helena Ibro	Postgraduate (EIS) (PGEIS)
Geeta Mahala	International (EIS) (IEIS)
Tarneet Kaur	Postgraduate (SMAH)
Ben Regan	Undergraduate (SMAH) (UGSMAH)
Seterah Tabatabaei	Sydney Business School Representative (SBSR)
Michael Brandon	Clubs and Societies Representative (C&SR)
Grishma Nirola	Clubs and Societies Representative (C&SR)
Ela Akyol	WUSA President (WUSA)
Jin Zhao	WUPA President (WUPA)

### IN ATTENDANCE:

Theresa Hoynes – Director, Student and Accommodation Services Division  
Professor Trish Mundy- Chief Integrity Officer  
Dr Kylie Austin- Associate Director, Student Equity and Success  
Deb Porter – Senior Manager, Student Relations  
Melissa Zaccagnini, Senior Manager, Student Experience Projects  
Lucy Crossley Meates, Student Experience Project Manager  
Trisha McGrellis, Senior Manager, Student Partnerships and Transitions  
Gabrielle Holmes, Senior Manager, Student Wellbeing and Mental Health  
Yasmine Russell, Student Services Officer  
Ben Hamill, Executive Officer

### APOLOGIES & LEAVE OF ABSENCE:

Aurora Green, LGBTQI+ Representative  
Ebeney Whillas, University Residences Representative

## PART 1: OFFICIAL BUSINESS



**\*1.1 Welcome and Introduction**

The Outgoing Chair, Jackson welcomed representatives to the 1<sup>st</sup> SAC meeting of 2023.

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.

The SMAH undergraduate representative delivered the acknowledgement of country.

**\*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**

The Chair advised that there were no confidential items.

**1.3.3 Starring of Items**

All items are started for discussion.

**\*1.4 Minutes of the Previous Meeting**

Minutes of the previous meetings held on 18 of August, 20 September and 20 October were confirmed and signed as a true record.

**\*1.5 Actions Arising from Previous Meetings**

The Chair noted the action items arising from the previous meeting. These action items include:

<b>RESOLUTION ITEM</b>	<b>STATUS</b>	<b>ACTION</b>	<b>PROGRESS</b>
Resolution 2021/27	CO	Seek feedback from SAC on new Standing Orders	The Chair advised this closed and they had been implemented into the SAC handbook.



<p>Adopt resolutions from the inquorate 20 September SAC meeting.</p>	<p>NE</p>	<p>Members are to adopt the resolutions from the 20 September meeting as set out in <b>Appendix I: 20 September SAC Agenda pg. 35.</b></p>	<p>The Chair asked members to refer to pages 33 of the agenda and if there were no objections, the resolutions would be adopted.</p>
<p>Adopt resolutions from the inquorate 20 October SAC meeting.</p>	<p>NE</p>	<p>Members are to adopt the resolutions from the 20 September meeting as set out in <b>Appendix II: 20 October SAC Agenda pg. 36.</b></p>	<p>The Chair asked members to refer to pages 34 of the agenda and if there were no objections, the resolutions would be adopted.</p>

### \*1.6 Chair's Report

The Chair welcomed representatives to the first meeting of 2023. They reminded representatives that if they had questions, they were to raise their hand to ensure that everyone has an opportunity to speak.

The Chair highlighted opportunities for representatives, including:

- The International Student Working Group
- Student Equity Project Officer

They thanked representatives for attending the professional development event held on the 16<sup>th</sup> and 17<sup>th</sup>



of January 2023. They reminded those who attended to complete the feedback survey, within initial feedback indicating that unconscious bias training needed re-consideration, with overall satisfaction of the social aspects of the event and the QandA panel.

The Chair thanked representatives who participated in O-week and other “GoTime” engagement activities throughout the beginning of the Semester. They thanked Bongani, Carly, Keval and Ben for speaking at their Faculty introductions in front of a considerable audience.

The Chair updated representatives on the SAC social media presence, with final details and a communications plan to be developed with the Strategic Marketing Divisions and Current Student Communications team.

### **\*1.7 Membership Business**

The Chair welcomed the new Undergraduate Engineering and Information Sciences Faculty Representative Cameron Biggs. They also acknowledged the departing Mature Aged Representative Lara Breniser for her contribution to the role. Advertising for that position would occur shortly.

The Chair advised that interviews were occurring for the Women’s Representative position, with ongoing discussions with campus managers to fill vacant positions. Similarly, discussions were occurring with the faculties to fill vacant faculty positions.

The Chair invited the PWD and UOWPSD to provide an update of the second day of the leadership event.

The PWD provided an overview of the event and highlighted that the goals that were developed would be distributed back out to representatives, ensuring that representatives fulfill the agreed upon goals.

## **PART 2: GENERAL BUSINESS**

### **\*2.1 Integrity Division Update**

The Chair invited Professor Trish Mundy, Chief Integrity Officer (CIO) to present this item.

The Chief Integrity Officer provided an overview of their role as consolidating key integrity and investigation functions within the new Integrity Division. This consisted of the Complaints Management Centre, Student Advocacy Service, Student Ombudsman, Safe and Respectful Communities with an opportunity for future consolidation.

They indicated that this new division was to be reflective of UOW’s commitment to the highest standards of ethical behavior, with an overarching integrity framework.

They identified the benefits to students in building a more connected and consistent approach across a range of support and investigative functions. With streamlining of various processes, systems, and appeal pathways for clearer and easier navigating.

The CIO asked:

- Whether representatives had questions
- What would they like to see for the future of an Integrity Division at UOW?
- How are the Student Ombudsman and Student Advocacy Service integrated into the division?



- Opportunities for future consultation?

The UOWPSD asked how it is made clear to students that independent services like the Student Ombudsman and Student Advocacy Service are independent?

The CIO highlighted the importance of engaging with students to reaffirm independence and asked for suggestions as to how to make it appear independent.

The UOWPSD identified the importance of marketing and communication.

The IEIS Representative identified that there was a lack of visibility of these independent services for students, particularly international students.

The CIO indicated that the SAS and SO service will be physically separated from other Integrity Division services, with independence being a key consideration of the Integrity Division.

The WUSA President identified SARC's advertising as being particularly effective in promoting the service.

The PGBAL highlighted the importance of reporting of the work of the Integrity Division out to the UOW community to ensure accountability.

The CIO identified that reporting does currently occur and the DSASD said these reports are included in the annual report and is also delivered to University Council Committees.

The PGEIS reaffirmed the importance of having a central portal for student's complaints and experiences to be recorded to avoid students retelling their stories.

The CIO identified this as an area of importance and indicated that future work would occur in this space.

The IBAL asked how the University could assure students that the SO and SAS services were independent.

The CIO indicated they would like to speak with them and other interested students further to unpack this issue of perception.

**ACTION:** Executive Officer to establish Discussion Group with CIO and discuss how the SAC and maintain an ongoing relationship with the Integrity Division.

***Draft Resolution:***

*that the Student Advisory Council note the introduction of the role, function of the newly formed Integrity Division, and endorse the recommended action and next steps for consultation as set out in the agenda paper and as discussed.*

**\*2.2 Division of Student Life- Update of Divisional Structure and Student Support Activity**

The Chair invited Theresa Hoynes Director Student Life; Melissa Zaccagnini, Senior Manager, Student Experience Projects; Trisha McGrellis, Senior Manager, Student Partnerships and Transitions; Gabrielle Holmes, Senior Manager, Student Wellbeing and Mental Health and Dr Kylie Austin, Associate Director, Student Equity and Success to speak to this item.

The DSASD highlighted the changes that had occurred within the Student Support space and the importance of SAC members having an opportunity to interact with key staff in the Division of Student Life.

They provided an overview of the DVCA mission of “transforming lives together”. They provided an overview of the Division of Student Life structure and functions.



The SMSWMH provided an overview of the 24 HR Student Mental Health and Wellbeing Line, Counselling Service, Student Support Coordinators, Wellbeing Workshops and the Accessibility and Inclusion team. Further to this, they identified the MHFA course and suicide prevention training as being available to students. They highlighted that in 2022, every student seeking access was contacted within 2 days. The average time between being contacted and seeing a counsellor was 5 days for a telehealth and 10 days for an in-person appointment. It took 90 seconds for the 24 HR Line to answer a call. They indicated that 68% of students accessing the counselling service were domestic and 36% in their first year.

The ADEDI provided an overview of the EDI programs at UOW, utilizing an ongoing student consultation process, framed in the theme of “enabling all students”. They indicated that they will be co-designing programs to improve international student experience.

The SMSPT provided an overview of the Students Hub peer support service located on the ground floor of the library. They also provided an overview of the International Student Programs delivered in partnership with the Illawarra Friends of International Students, including English conversation groups, cooking classes and a BBQ.

The SMSEP provided an overview of Students as Partners. They identified it as an ongoing commitment that will be guided by the 2021 Students as Partners Agreement. They highlighted that the next step is in developing a framework, followed by a toolkit, then finally partnership experiences.

The DSASD provided an overview of the student experience results and key indicators and how they will inform the work of the Division of Student Life’s body of work. The priorities of the Division are support services, StudentLife@UOW, student experience, student equity, success and participation and governance, quality, and integrity.

The UGUC identified that during the application process, equity groups are failing to be identified.

The ADEDI indicated they are being led by the Federal Government definition and will be further guided by student consultation.

The Chair indicated that questions on notice are to be sent to the Student Relations Coordinator (Student Representation)

**ACTION:** SAC Representatives to send additional questions around the Division of Student Life to the SRC.

The PWD representative highlighted a concern with the lack of mention of students with disabilities specifically.

The DSASD indicated that they are being considered by the University, similarly the ADEDI reaffirmed this commitment to support students with disabilities.

***Draft Resolution:***

*that the Student Advisory Council note update and presentation provided by the Division of Student Life.*

**\*2.3 Election of the Student Advisory Chair**

***Draft Resolution:***



The Chair invited the PWD Representative Carly Lavings and PGAS Representative to deliver a 2 minute speech to support their candidacy for Chair.

Following a ballot, Michael Valceski, PGAS representative was elected to the position of Chair.

*that the SAC conduct the election of the Chair and note the election of the successful candidate as determined by the ballot.*

#### **\*2.4 SAC Subcommittee and Working Party Nominations**

The SRCSR provided an overview of the SSAF Subcommittee, SaP Working Party and SAC Activation Working Party and referred members to the Terms of Reference on the SharePoint.

The C&S representative, Grishma Nirola, nominated for SaP Subcommittee and was elected unopposed.

The C&S representative, Grishma Nirola and UGUC Representative, Lara Warwick nominated for the Activation Working Party and were confirmed for the position.

#### ***Draft Resolution:***

*that the Student Advisory Council note the appointment of members to fill vacancies for the following:*

- i. SAC Student Services and Amenities Fee Subcommittee;*
- ii. SAC Students and Partners Working Party; and*
- iii. SAC Activation Working Party.*

### **PART 3: OTHER BUSINESS**

#### **3.1 Other Business**

The UCUG Representative identified the need for the SAC to have more of a relationship with UOW College. The SMSR indicated that UOW College students fall outside the remit of the SAC and encouraged the UGUC Representative to refer to the Terms of Reference.

The PGAS indicated that they had met with the Dean of GRS and was looking to establish ongoing discussions with the SAC HDR representatives.

The PGBAL highlighted issues with academic governance and the University Council elections process and would be included in the April agenda. They also identified issue with SEBS survey that they had discussed with the DSASD.

#### **3.2 Next Meeting**

The Chair advised the next SAC meeting will be held on the 4<sup>th</sup> of April 2022 in the Council Room.

The Chair closed the meeting.

#### **3.3 Rolling Agenda Schedule**

<b>Rolling Agenda Item</b>	<b>Meeting Date</b>
LGBTIQ+ Representative Report	4 April 2023
SARC Update	4 April 2023



Strategy Update	4 April 2023
UOW Pulse Update	4 April 2023

Signed as a true record:

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Chair

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## ACTIONS ARISING

MEETING DATE	ACTION ARISING	UPDATE
2 March 2023		
<b>2 March</b>	Executive Officer to establish Discussion Group with CIO and discuss how the SAC and maintain an ongoing relationship with the Integrity Division.	<b>In progress</b>
<b>2 March</b>	SAC Representatives to send additional questions around the Division of Student Life to the SRC.	<b>In progress</b>

