STUDENT ADVISORY COUNCIL MINUTES – 4 April 2023

Minutes of the 42nd meeting of the Student Advisory Council held at 13:30 on 4 April in the building 36 Council Room and online via Webex.

PRESENT:

Michael Valceski	Chair – Postgraduate (Academic Senate)
Carly Lavings	Deputy Chair – Persons with Disabilities Representative
Susan Zhang	Postgraduate (University Council)
Lara Warwick	Undergraduate (University Council)
Bayley Mathai	Undergraduate (Senate)
Durga Tandon	Postgraduate (Senate)
Andrea Knezevic,	Postgraduate (Arts, Social Sciences and Humanities)
Andrew Rielly	Undergraduate (Arts, Social Sciences and Humanities)
Bongani Munkuli	International (Business and Law)
David Havyatt	Postgraduate (Business and Law)
Ruby Blacka	Undergraduate (Business and Law)
Ben Regan	Undergraduate (Science, Medicine, and Health)
Geeta Mahala	International (Engineering and Information Sciences)
Helena Ibro	Postgraduate (Engineering and Information Sciences)
Cameron Biggs	Undergraduate (Engineering and Information Sciences)
Grishma Nirola	Clubs and Societies Representative
Setareh Tabatabaei	Sydney CBD Representative
Henry Altenburg	Shoalhaven Campus Representative
Ebeney Whillas	Residences Representative
Aurora Green	LGBTQI+ Representative
Kipling Perkins	Women's Representative

IN ATTENDANCE:

Theresa Hoynes	Director, Division of Student Life
Deb Porter	Senior Manager, Student Relations, Division of Student Life
Rob Sim	Deputy Director, Student Administration Division
Tracey Morton	Senior Manager, Strategy, Strategy Division
Nicole Mackey	Senior Manager, Strategy, Strategy Division
Kylie McElhone	Senior Manager, Safe and Respectful Communities
Elle Blissett	Student Relations Coordinator (Special Cohorts)
Ben Hamill	Executive Officer

APOLOGIES & LEAVE OF ABSENCE:

Keval Patel	Deputy Chair – UOW Pulse Student Director
Sophie Stewart	Bega Campus Representative
Abbey Dawson	Undergraduate (Academic Senate)

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*1.1   Opening of Meeting

1.1.1   Introduction and Welcome

The Chair opened the meeting at 9:30 AM and proceeded to welcome and introduce all Council members, and other attendees, special guests and observers present.

1.12   Acknowledgement of Country

The acknowledgement of country was provided by Kipling Perkins, Women's Representative and welcomed by the Council.

*1.2   Apologies and Quorum

Apologies were noted and received by the Council.

The meeting was inquorate until 2:00pm, however the draft resolution was declared by the Chair to begin the Order of Business.

> *Resolved:*
>
> *that the apologies be accepted, and quorum declared, for the 2nd meeting of the Student Advisory Council.*

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 the SASH data in item 2.3 was confidential and should not be discussed outside the meeting.

1.3.3   Starring of Items

All items are started for discussion.

1.3.4   Meeting Protocols

The Chair reminded members on decisions being made by consensus and for all questions to go through the Chair.

*1.4   Confirmation of the Minutes of the Previous Meeting

Minutes of the previous meetings held on 2 of March were confirmed and signed as a true record.

> *Resolved:*

that the minutes of the previous meeting held on 2 March be confirmed and signed as a true record.

*1.5   Business Arising from Previous Meetings and Minutes

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

Status: NE: New | CO: Carried Over | OH: On Hold | CL: Closed

RESOLUTION ITEM	STATUS	ACTION	PROGRESS
March 2, 2023, Meeting	NE	Executive Officer to establish Discussion Group with CIO and discuss how the SAC and maintain an ongoing relationship with the Integrity Division	In progress
March 2, 2023, Meeting	NE	SAC Representatives to send additional questions around the Division of Student Life to the SRC.	Closed

*1.6   Chair's Report

The Chair welcomed members to the second SAC meeting of 2023.

They reminded members of the following opportunities:

- Learning Platform Advisory Group (LPAG)
- Wollongong Youth Awards

They thanked members for attending the Committee 101 Workshop and indicated an upcoming Stakeholder Engagement Workshop would be run.

They indicated that the goals of the Professional Development Day will continue to be worked on with all members of the SAC, however not in the formal project-based structure provided in the Professional Development Day.

The Chair indicated the SAC Social Media presence will soon be launched in the form of a closed Facebook Group.

They provided an update that SAC HDR Representatives had met with the Dean of GRS and the meeting was constructive. Further meetings will continue.

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The Postgraduate Business and Law representative expressed frustration at the lack of progress on the Professional Development Days Projects and new change in focus, without lack of consultation.

The Chair identified that the focus of the themes would remain, however the formal structure would not occur.

The Director of DSL asked that these projects are discussed at the next SAC meeting.

*1.7   Membership Business

The Chair thanked representatives for attending the first Senior Executive and SAC Standup and welcomed new representatives to the SAC.

They thanked Thomeissa Mason and Ethan Graham for the work on the SAC. The Chair indicated that interviews for Mature Aged representatives was occurring as was Academic Senate shortlisting for the two casual vacancies. Similarly, the SWS, Bateman's Bay and Southern Highlands representatives have been identified. Only the ASSH and SMAH International representatives needed to be filled.

PART 2: GENERAL BUSINESS

*2.1   Artificial Intelligence: Academic Risks and Opportunities Discussion

The Chair of SAC introduced this item and sought student feedback about Artificial Intelligence in higher education.

The ASSH Undergraduate Representative indicated that they did not feel like there wasn't a formalized response to AI from the University at the beginning of the meeting. They stated that it would be helpful to discuss with industry leaders and highlighting the potential of AI.

The Director of Division of Student Life indicated that the University have been engaging with industry experts and were looking at embracing this technology. They indicated that further discussions would occur with students.

The Postgraduate Business and Law Representative highlighted the need to promote the existing Learning, Teaching and Curriculum website to students.

Susan Zhang, University Council Postgraduate Representative joined the meeting at 2:00pm, making the University quorum.

The Director of Division of Student Life said it may be helpful to have the DVCA and ADE (BAL) to discuss the University's response to AI.

ACTION: *EO to organise for the DVCA and ADE (BAL) to discuss AI with the SAC.*

The University Council Representative indicated that in their experience across other universities, that other universities were similarly

Resolved:

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That the Student Advisory Council:

    i.   Note the Artificial Intelligence: Academic Risks and Opportunities Discussion as set out in the agenda paper.

    ii.   Extend an invitation to the DVCA and ADE (BAL) to deliver a presentation to the SAC on AI.

2.2   University Council Elections Discussion Paper

The Business and Law Postgraduate Representative provided an overview of previous issues with the University Council elections in 2021 and 2022. They highlighted the benefit of moving to a preferential election process as opposed to "first-past-the-post"

The following recommendations were proposed:

The Director, Division of Student Life indicated that the second recommendations indicated that it had not already occurred, which it had. They also asked whether the SAC had any jurisdiction on matters relating to the By-Law, as they fall within the purview of University Council.

Following feedback, from the Senior Manager, Student Relations, the recommendations were:

That the Student Advisory Council should discuss and consider:

1. Requesting the Governance Unit prepare advice on the actions it has taken to specifically address the issues that arose at the last two elections. Such advice to include what additional communication they propose to stakeholders (specifically staff and University Council) other than just candidates and voters about conduct during student elections as outlined above.

2. Informing the Vice-Chancellor of our concern about the conduct of the two most recent elections for Postgraduate Student Member of Council, and the Governance Unit's response.

3. Requesting that the University consider amending the University of Wollongong By-Law to incorporate the election procedures to provide for preferential voting either by amending the By-Law to match that of the University of Sydney By-Law or by changing the By-Law to make the election process matter covered by the Rules rather than the By-Law (as has been done by Charles Sturt University and Southern Cross University).

Resolved:

that the Student Advisory Council approve the recommendations as set out in the minutes.

2.3   Safe and Respectful Communities Update

The Chair invited, Kylie McElhone, Senior Manager, SARC, to provide an update on the Safe and Respectful Communities Team's activities.

They provided an overview of the SARC Action Plan, Activities and SASH and DFV Critical Student Incidents recorded in the central register. They also provided the number of students supported in 2022-23, alongside future projects for 2023.

The Director of Division of Student Life indicated that SSAF funding, which is prioritized by the SSAF Subcommittee, supports the work of the SARC team.

The Deputy Chair and Persons with Disabilities Representative asked whether first responder

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training is mandatory for staff, for which the Senior Manager, SARC indicated it was not, but was available.

The Senior Manager indicated that further consultation would be occurring in regard to data collection around student reporting to SASH instances and streamlining data and analytics.

> *Resolved:*
>
> *that the Student Advisory Council note the activity update provided by the Safe and Respectful Communities Senior Manager.*

2.4 Autumn Final Exams

The Chair invited, Rob Sim, Deputy Director, SASD to speak to this item. They indicated that Autumn Final Exams will follow a similar format to Spring 2022 in a hybrid model of unsupervised and supervisor online exams, along with paper based and School exams. Exam support would be continued and increased this year.

The Postgraduate, Business and Law representative asked about the split between online supervised and unsupervised exams which was indicated to be a 70:30 split by the Deputy Director, SASD.

> *Resolved:*
>
> *that the Student Advisory Council note the Autumn 2023 Examination Update as provided by Student Administration Services.*

2.5 Thematic Strategy Development Process

The Chair invited, Tracey Morton, Senior Manager, Strategy, Strategy Division and Nicole Mackey, Senior Manager, Strategy, Strategy Division to speak to this item.

They provided an overview of UOW's three strategy horizons divided into Roadmaps, Strategic Plan and 2030 Vision.

They highlighted that thematic strategy planning will have timelines for planning, consultation, finalization, approvals and launch. They were undertaking stakeholder consultation across the institution to ensure strategy is fit for purpose.

They asked representatives:

How should teams developing thematic strategies engage with the SAC?

- Via what channel?
- In what (ideal) timeframes?

The Director, Division of Student Life highlighted the importance of meeting with the Student Experience and Projects team to further bolster consultation.

> *Resolved:*
>
> *that the Student Advisory Council note the Autumn 2022 Examination Update as provided by Student Administration Services.*

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PART 3: Other Business

3.1 Business from Student Advisory Council Committees

The Chair, serving as the Co-Chair of the Student Services and Amenities Fee (SSAF) Subcommittee and the Students as Partners (SaP) Subcommittee, provided an update on the actions of these committees.

The Chair noted that the SSAF Subcommittee meeting dates were still being planned. The Chair advised that the SaP Subcommittee had scheduled five meetings to take place throughout 2023.

*3.2 Member's Reports'

The Chair asked for updates from different student groups.

The Shoalhaven Campus representative identified that returning to campus was difficult and a survey may be helpful.

ACTION: *EO to assisting Shoalhaven Campus Representative in developing a survey on regional campus student experience.*

The Residences representative highlighted that WI-FI remained a persistent issue within accommodation. The Senior Manager, Student Relations indicated that this was an issue that accommodation was aware of and had been addressing. They stated that the Executive Officer would support the representative to receive further information.

ACTION: *EO to organise discussion with Residence Representative and Accommodation team about the WIFI in accommodation.*

3.3 Questions on Notice

There were no questions on notice.

PART 4: OTHER BUSINESS

4.1 Other Business

There was no other business.

4.2 Next Meeting

The Chair advised the next SAC meeting will be held on the 4th of May 2023 in the Council Room.
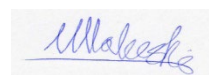
4.3 Rolling Agenda Schedule

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Rolling Agenda Item	Meeting Date
Reconciliation Action Plan Update	4 May 2023
UOW Pulse Update	4 May 2023
EIS Members' Reports	4 May 2023
SMAH Members' Reports	4 May 2023
WUSA President Report	4 May 2023
WUPA President Report	4 May 2023
Residences Representative Report	4 May 2023

4.4 Closure of Meeting

The Chair thanked all Members and closed the meeting.

Signed as a true record:

Michael Valceski
Chair, Student Advisory Council

27 / 04 / 2023

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ACTIONS ARISING

MEETING DATE	ACTION(S) ARISING	UPDATE(S)
2 March 2023	Executive Officer to establish Discussion Group with CIO and discuss how the SAC and maintain an ongoing relationship with the Integrity Division.	**In progress**
4 April 2023	EO to organise discussion with Residence Representative and Accommodation team about the WIFI in accommodation.	**In progress**
4 April 2023	EO to organise for the DVCA and ADE (BAL) to discuss AI with the SAC.	**In progress**
4 April 2023	EO to assisting Shoalhaven Campus Representative in developing a survey on regional campus student experience.	**In progress**
4 April 2023	EO to organise discussion with Residence Representative and Accommodation team about the WIFI in accommodation.	**In progress**

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