

STUDENT ADVISORY COUNCIL MINUTES- 20 SEPTEMBER 2022

Minutes of the 6th meeting of the Student Advisory Council held at 09:30am on 20th September 2022 via Webex. The meeting only had 16 members present of the required 17, and was inquorate.

PRESENT:

Jackson Cocks	Chair - University Council (Undergraduate) (UGUC)
Carly Lavings	Deputy Chair - Persons with a Disability (PWD)
Michael Valceski	Academic Senate (Postgraduate) (PGAS)
Katherine Minns	Academic Senate (Undergraduate) (UGAS)
Ahsan Anees	Academic Senate (International) (INTAS)
Hannah Griffin	Bateman's Bay Campus Representative (BBCR)
David Havyatt	Postgraduate (BAL) (PGBAL)
Bongani Munkuli	International (BAL) (INTBAL)
Andrea Knezevic	Postgraduate (ASSH) (PGASSH)
Grishma Nirola	Clubs and Societies (CaS)
Geeta Mahala	International (EIS) (INTEIS)
Helena Ibro	Postgraduate (EIS) (PGEIS)
Lara Breniser	Mature Age Representative (MA)
Ben Regan	Undergraduate (SMAH) (UGSMAH)
Keval Patel	UOW Pulse Student Director (UOWPSD)
Paris Rawaqa	Woman's Representative (WR)

IN ATTENDANCE:

Theresa Hoynes – Director, Student and Accommodation Services Division
Dr Kellie Ridges, Interim Director, Pro Vice-Chancellor (Students) Division, Director Student Life
Deb Porter – Manager, SSAF & Student Projects, Student Relations (SASD)
Katie Singh, Senior Manager, Strategic Planning
Tracey Morton, Strategic Intelligence Coordinator, Strategic Planning
Simon O’Dea, Associate Director Accommodation
Ben Hamill, Executive Officer
Yasmine Russell, Student Services Officer
Bethany Donlan, Safe and Respectful Communities Advisory Group Undergraduate Representative
Cheyne Howard, WUSA Women’s Officer
Shuxin Zhang, WUPA Women’s Officer

APOLOGIES & LEAVE OF ABSENCE:

Alice Wong, International (ASSH) (INTASSH)
Thomeissa Mason, Woolyungah Indigenous Centre (WIC)

PART 1: OFFICIAL BUSINESS

*1.1 Welcome and Introduction

The Chair began the meeting by first acknowledging the death of Mahsa Amini in Iran and the challenges facing people throughout the world. He encouraged reaching out to the SAC Executive and support staff if representatives required support.

Welcomed all to the meeting and acknowledged Ben Hamill as the newly appointed Students Relations Coordinator (Student Representation) and Executive Officer to the SAC.

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 inquorate and that the Executive Officer will take the minutes of the meeting.

The Chair acknowledged the traditional custodians of the land.

***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 item 2.1 was confidential.

1.3.3 Starring of Items

All items are started for discussion.

***1.4 Actions Arising from Previous Meetings**

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

RESOLUTION ITEM	STATUSES	ACTION	PROGRESS
Other Business	CO	Explore provision of Immigration seminars/advice for International students.	The Chair advised has now been closed. The Associate Director Student Services have advised the Events and Student Communications team have identified this as an area of focus for enrolment planning. An update will be provided at the end of the year.
Other business/Action Item	CO	Provide Summary of International Student Barometer	The Chair advised this is now closed. The Associate Director, Institutional Research and Government Reporting has shared a breakdown of the results which are now available on the SAC Moodle in this meeting's folder.

Resolution 2021/27	CO	Seek feedback from SAC on new Standing Orders	The Chair advised this in progress, the Chair advised that this would be undertaken by the SRC.
28 July 2022 Agenda item 2.2	NE	Investigate whether students as partners can have their own website.	The Chair advised this is in progress.

The PGBAL noted that confirmation of minutes should precede actions arising from previous meetings. In addition, they provided an update about the Global Climate Change Video Competition.

***1.5 Minutes of the Previous Meeting**

The Chair noted that because the meeting was inquorate, confirmation of the August meeting minutes would occur in the October meeting.

***1.6 Chair's Report**

The Chair provides an update on the following:

- Student Voice Australia Symposium
- UOW Ally and First Responder Training available for representatives
- the Federal Government's Youth Steering Committee applications
- Greater Cities Commission Youth Advisory Panel applications
- StudentLife@UOW Co-Chair Position applications
- Deputy Chair position Expression of Interest
- UOWx chats
- Student Relations Coordinator (Student Representation) one-on-one catchups.
- Membership survey

The Chair congratulated Keval Patel and Helena Ibro for attending the National Leadership Forum in Canberra between the 15-19 of September. The Chair acknowledged the work of those members involved in creating the Global Climate Change Week Video submission competition.

The Chair advised the next VC Stand-up is scheduled for Thursday the 29th September 3:30-4:30pm and encouraged representatives to submit questions before the 22nd of September.

The DSASD asked the PGBAL representative to send through their question on notice from the last VC stand-up.

The PGBAL representative asked whether the VC would attend the next stand-up. The DSASD would confirm with the VC's office before the next meeting and asked the Executive Officer to add in questions around frequency of these meetings in the SAC membership. survey. **-ACTION DSASD AND Executive Officer**

***1.7 Membership Business**

The Chair thanked the departing Business and Law Undergraduate Representative and Residence Representative, for their contribution on the Student Advisory Council. Advertising for their positions will occur shortly in consultation with the Faculty of Business and Law and the accommodation team.

The Chair noted the casual vacancy for Academic Senate Undergraduate Representative and that Governance would be responsible for filling this.

The Chair acknowledged the Pro-Vice Chancellor (Students) Professor Julia Coyle, for her support and contribution to the Student Advisory Council. He noted that Dr Kellie Ridges, Director Student Life, has been appointed interim Director of Pro Vice-Chancellor (Students) Division.

The Director of Student Life and Interim Director Pro Vice-Chancellor (Students) Division joined the meeting and provided an update on the Pro Vice-Chancellor (Students) Division. They stated that the Pro Vice-Chancellor (Students) portfolio would be redistributed across the Deputy Vice-Chancellor (Academic and Student Life) (DVCA) portfolio.

The Chair highlighted the importance of a separate meeting to discuss this portfolio realignment. The Persons with Disabilities (PWD) representative echoed this and raised the importance of mental health and disability support with this realignment. The DSL stated that the rationale for this realignment was to elevate and streamline student support services.

The PGBAL highlighted the importance of the “Service Improvement” Group and suggested that it report directly the DVCA. The PGBAL asked how the different groups in the portfolio could be better explained to allow for understanding.

The Chair stated concern with Careers being moved into Learning, Teaching and Curriculum (LTC) which does not have the student facing experience that some areas may have.

The DSL responded, highlighting that LTC has a strong understanding and expertise in curriculum, which work integrated learning and careers forms a significant component of.

The Mature Aged Representative (MAR) stated that in the SMAH faculty, there is a lack of career guidance beyond research. The DSL noted this question and thanked the MAR for their feedback.

The Chair thanked the DSL for their update.

The Chair noted the LGBTIQ+, Clubs and Societies Members’ reports have been carried over to the 20th of October meetings. The Mature Age Members’ report has been carried over to 2023.

The Chair invited the PWD representative to provide an update on the Activation Working Party and work occurring in the disabilities space.

The PWD representative stated that there were a number of vacancies on the Activation Working Party and that they were intending to hold a BBQ on the 18th of October for students to attend. They further discussed their involvement in Paralympics Australia and progress with the disabilities space, where they were working with Katherine Minns, Undergraduate Academic Senate Representative and the DSASD to identify and stand up a space before the exams period.

PART 2: GENERAL BUSINESS

***2.1 SAC SSAF Working Party- Funding Recommendations for 2023**

The Chair invited the Senior Manager, Student Relations (SMSR), Deb Porter, to present this item. They reiterated that this item was confidential.

The SMSR provided an overview of the Student Services and Amnesties Fees (SSAF) and its legislative requirements. They provided the role of the SAC SSAF Working Party in providing recommendations informed by the merit and value that it provides to the student body.

The SMSR and Chair of the working party highlighted the productive and professional nature of the meeting and commended representatives on their work.

The SMSR stated that the working party identified the UniActive Student Discount as an inappropriate use of SSAF funding. A further comment was made about the Student and Disability support which they highlighted the value and that if funding was restricted, that it should become an operationally funded project. She further highlighted the working party discussions around the importance of Pulse Pantry and the collaboration that could occur with Woolyungah Indigenous Centre.

The Chair noted that the UOW Pulse Director and he had a conflict of interest relating to Pulse items in the recommendations.

The PGBAL representative asked why the CBD club events funding request was regarded as a low priority compared to regional high priority. The SMSR noted that this was a result of the CBD already receiving funding in previous projects in the recommendations table and through UOW Pulse club and societies funding. He further asked for clarification for the student feedback platform. The SMSR identified that this was for delivering student communications content and paying students for reviewing and assisting in drafting communications.

The Mature Aged Representative asked where funding for UniActive memberships would derive from given that the working party recommended that it not be funded through SSAF fees. The SMSR indicated that this would be a business decision made by UOW Pulse. The SMSR and DSASD indicated that the delegated authority was the COO and DVCA.

The SMSR provided an overview of next steps involving further consultation and discussions with business owners to then be presented to the delegated authority and student body.

The DSASD thanked the subcommittee and their consideration in their assessments of projects and also thanked the SMSR.

The Chair identified changing categorisation next year, adding a “Very High” option. He also indicated having the performance indicators of each project to be relayed back to the Student Advisory Council.

The DSASD indicated that SSAF funding was down and how a lot of projects will be shifted into operational budgets and highlighted the importance of further transparency of the support that they provide.

The International Business and Law representative echoed the Chair’s suggestions around the achievements and performance of each project being communicated out.

The Chair advised the resolution would be carried over to the next meeting.

that the Student Advisory Council note the SAC SSAF Working Party - Funding Recommendations for 2023 as set out in the agenda paper.

*(i) endorse the recommendations and project priorities for 2022 SSAF funding as agreed at the meeting; and
(ii) note that the SAC recommendations and any impact statements will be forwarded to the University Executive for consideration and final approval by the delegated authority.*

***2.2 Accommodation Satisfaction Survey Results**

The Chair noted Bethany Donlan Safe and Respectful Communities Advisory Group Undergraduate Representative; Cheyne Howard WUSA Women's Representative and Shuxin Zhang WUPA Women's Officer as joining the meeting.

The Chair invited Ben Hamill, Student Relations Coordinator (Student Representation) and Simon O'Dea, Associate Director, Accommodation to present this item.

The SRC provided an overview of the change in methodology of the survey, with a change of design, delivery and analysis. He highlighted the literature review and consultation that occurred, which highlighted the importance of incentivisation.

He outlined the structure of the survey being broken down in student and operational experience, policy, and procedure with additional sections for Resident Ambassadors and for survey feedback. He outlined the 39.9% response rate and results of operational and experience satisfaction rates.

The Associate Director highlighted the value of the data and informed their practice. The DSASD noted the time of the survey occurring when I-House was being stood up. She commended the work of the survey and the baseline that it provides for future surveys.

The Chair asked the SRC to organise a time to further discuss the results of the survey- **ACTION EXECUTIVE OFFICER**

that the Student Advisory Council note the results of the 2022 Accommodation Survey.

***2.3 Roadmap 2023 – 2025 Strategy**

The Chair invited Katie Singh, Senior Manager, Strategic Planning (SMSP) and Tracey Morton, Strategic Intelligence Coordinator (SIC), Strategic Planning to speak to this item.

The SMSP provided an overview of the context that has informed Strategic planning including issues with data, communications, prioritisation and centralising functions. She provided an overview of the roadmap and its priorities in addressing people and culture, strategy and assurance and finance and infrastructure.

The SMSP asked for feedback on key issues, priorities for focus, and what future engagement with strategic planning looks like.

The SIC added that Strategic Planning do still have a strategic vision and 2025 strategic plan that this roadmap complements.

The Chair stated that it would be helpful to provide an overview of Strategic Planning to which the SIC discussed their role in working with stakeholders across the University and work with the Senior Executive and University Council.

The PGBAL discussed the clarity required of the strategic roadmap around focusing on teaching and learning, along with central administration, while also addressing what is being done and how this can be integrated into a two-year road map.

The Chair asked for further feedback to be sent to the Executive Officer. – **ACTION EXECUTIVE OFFICER**

that the Student Advisory Council note the proposed ROADMAP 2023 – 2025 as provided for discussion and feedback.

***2.4 Women’s Space Upgrade Proposal**

The Chair invited Paris Rawaqa, Women’s Representative Student Advisory Council, Cheyne Howard, Women’s Representative Wollongong Undergraduate Student Association and Shuxin Zhang, Women’s Representative, Wollongong Postgraduate Student Association to speak to this item.

The WUSA Women’s Representative provided an overview of the Women’s space. They outlined the craft lessons that occur there; however, it is rarely used. They outlined how the space is uninviting and the furniture and amenities old.

The SAC Women’s Representative outlined that they want the space to feel safe, inclusive, inciting, relaxing and build visibility of the space through upgrading the space and providing additional amenities. They provided their contact details for representatives to provide support or feedback.

The DSASD asked to meet with the women’s representatives to discuss the space.

The PWD representative raised working with the women’s representatives to collaborate on spaces.

That the Student Advisory Council:

(i) Note the Women’s Upgrade Proposal as set out in the agenda paper; and

(ii) Any SAC members interested in contributing time to the project get in touch with the SAC Executive or SAC Women’s Representative.

2.5 HOSA Belonging Presentation

The Chair advised that this item would be carried over.

PART 3: OTHER BUSINESS

3.1 Other Business

The PGBAL Representative discussed having quiet spaces for students to be able to sleep on campus. The Women’s Representative raised how Building 11 area had a quiet space with sleeping pods.

The PGAS representative outline that due to accreditation requirements that some exams have to remain on campus.

3.3 Next Meeting

The Chair advised the next SAC meeting will be held on the 20th of October 2022, 1330-1530 and closed the meeting.

3.4 Rolling Agenda Schedule

Rolling Agenda Item	Meeting Date
Mature Age Representative Report	T.B.C. 2023
Clubs and Societies Representative Report	20 th October 2022
LGBTIQ+ Representative Report	20 th October 2022
SSAF Subcommittee Update	20 th October 2022
Activation Working Party Update	20 th October 2022

Signed as a true record:

Chair

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ACTIONS ARISING

MEETING DATE 20 September 2022	ACTION ARISING	UPDATE
20 September 2022	The DSASD said they would confirm the VC's attendance at the next stand-up.	Closed
20 September 2022	The EO to update the membership survey to ask questions about the VC informal meetings.	Closed
20 September 2022	The EO to receive any further feedback about the UOW Strategic Roadmap.	Closed
20 September 2022	The EO to set up a time to discuss the results of the accommodation survey.	Closed