

STUDENT ADVISORY COUNCIL MINUTES – 24 August 2023

Minutes of the 45th meeting of the Student Advisory Council held at 13:30 on 24 August 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
Keval Patel	Deputy Chair- UOW PULSE Student Director
Susan Zhang	Postgraduate (University Council)
Lara Warwick	Undergraduate (University Council)
Bayley Mathai	Undergraduate (Senate)
Durga Tandon	Postgraduate (Senate)
Ahsan Anees	International (Senate)
Arathy Krishnan	Postgraduate (Business and Law)
Ruby Blacka	Undergraduate (Business and Law)
Claire Yan	International (Science, Medicine, and Health)
Geeta Mahala	International (Engineering and Information Sciences)
Helena Ibro	Postgraduate (Engineering and Information Sciences)
Andrew Rielly	Undergraduate (Arts, Social Science and Humanities)
Tarneet Kaur	Postgraduate (Science, Medicine and Health)
Henry Altenburg	Shoalhaven Campus Representative
Amy Heyhoe	Southern Sydney Campus Representative
Sophie Stewart	Bega Campus Representative
Kipling Perkins	Women’s Representative
Ebeney Whillas	Residences Representative
Geogina Coddington	Clubs and Societies Representative
Justine Kissane	Mature Aged Representative
Jin Zhao	Wollongong University Postgraduate Association President

IN ATTENDANCE:

Liza Rodger	Acting Director, Division of Student Life
Melissa Zaccagnini	Senior Manager, Student Experience and Projects
Ben Hamill	Executive Officer

APOLOGIES & LEAVE OF ABSENCE:

Liz Clark	Senior Manager, Student Relations
Ruby Blacka	Undergraduate (BAL)
Helena Ibro	Postgraduate (EIS)
Geeta Mahala	International (EIS)
Josie Smith	Woolyungah Indigenous Centre Representative
Ela Akyol	Wollongong Undergraduate Student Association President



PART 1: OFFICIAL BUSINESS

*1.1 Opening of Meeting

1.1.1 Introduction and Welcome

The Chair opened the meeting at 1:30pm and proceeded to welcome and introduce all Council members, and other attendees, special guests and observers present.

1.1.2 Acknowledgement of Country

The acknowledgement of country was provided by Henry Altenburg, Shoalhaven Campus Representative and welcomed by the Council.

*1.2 Apologies and Quorum

Apologies were noted and received by the Council; the Chair proposed all resolutions be adopted for the meeting.

Resolved:

that the apologies be accepted, quorum declared and all resolutions be adopted for the 5th 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 there are no confidential items.

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 24 July 2023 were confirmed and signed as a true record.

Resolved:



that the minutes of the previous meeting held on 24 July 2023 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
4 May 2023	NE	The Executive Officer to organise a meeting with the EIS Undergraduate Representative and Senior Manager, Examinations and Progression.	In Progress
24 July 2023	NE	The Executive Officer to provide University Council representative's details to AQS to refine wording of academic misconduct emails.	Closed
24 July 2023	NE	The Executive Officer to plan Global Climate Change Week activities with Student Advisory Council representatives.	In progress

*1.6 Chair's Report

The Chair welcomed members to the fifth SAC meeting of 2023. They provided an overview of the support services available at the University to support students facing cost of living concerns, namely:

- Student Housing Office, to support students find housing.
- UOW Legal Clinic: a free service providing legal advice to students.
- Financial Counselling: UOW partners with community financial counsellors to provide support to students.
- Pulse Pantry: provides students with free food.
- UOW 24 Hour Wellbeing Line



- UOW Counselling
- Student Support Coordinators

The Chair raised the possibility of UOW partnering with the organisation “Escapbags” that provides an “Escape Bag” for victim survivors of domestic violence.

ACTION: Executive Officer to provide information about Escapbags to the Associate Director, Student Mental Health and Wellbeing for consideration for the provision of Escape Bags for UOW Students.

They reminded representatives that the Students as Partners Workshop was taking place on the 29th of August and the SSAF Subcommittee would meet on the 31st of August.

The Chair thanked representatives that participated in the Universities Accord Workshop with Dr Kylie Austin who has developed a SAC submission that will be circulated to representatives for feedback.

The Chair provided an update about the SAC Voice to Parliament Statement that has received over 40 responses from students, with a date being finalised for a event with Woolyungah Indigenous Centre.

The Chair congratulated Helena Ibro and Keval Patel for being selected as UOW’s delegates to the NSW International Student of the Year Awards.

They thanked members for participating in the SAC Membership Survey, which will inform areas of improvement for supporting representatives.

***1.7 Membership Business**

The Chair welcomed Joshua Lane, Academic Senate Undergraduate Representative to the Council.

They thanked departing representatives Razan Habara, Nancy Shabo and Gina Umoren for their contributions to the Council.

PART 2: GENERAL BUSINESS

***2.9 Bega Campus Members Report**

The Chair invited Sophie Stewart, Bega Campus Representative to provide a verbal update on their item.

The Bega Campus Representative identified that not receiving feedback on final exams was a area of frustration for Bega Campus students, particularly nursing students that require feedback to advance their professional practice.

Further to this, they highlighted the lack of events that occur on regional campuses compared to the Wollongong campus.

The Women’s Representative identified that as part of this, GPA is not made available to



UOW students, identifying the need for results to be more transparent for students.

The University Council and International Academic Senate representatives reiterated the need for further clarity in calculating their average mark throughout the degree.

The Academic Senate representative raised that the issue of not receiving final exam marks had been raised in the School of Law previously, however had not been addressed.

ACTION: Student Administration Services Division representative to meet with SAC representatives to address concerns about final exam feedback and providing more accessible average marks. Representatives to provide issues log in advance.

Resolved:

That the Student Advisory Council note the Bega Campus Members Report as set out in the agenda paper

2.11 Arts, Social Sciences and Humanities Members Report

The Chair invited the Andrew Rielly, Arts, Social Sciences and Humanities Undergraduate Representative to speak to their report.

The ASSH Undergraduate Representative identified a lack engagement from the ASSH Faculty in supporting their role.

The Acting Director, Division of Student Life asked other Faculty representatives whether they had examples of good practice from the Faculty. The EIS Undergraduate Representative identified that EIS has had significant engagement and support from the Faculty, particularly with the Associate Dean (Education).

The BAL Postgraduate Representative identified that they had not received support from the Faculty and are unsure of their role on Faculty committees.

The SMAH Postgraduate Representative highlighted that they had a positive experience, with the Faculty providing space and opportunity for them to speak at Faculty meetings.

ACTION: Investigate how Faculties can provide further support to their representatives.

The ASSH Undergraduate Representative identified their experience of technical variability of lecture recordings, with poor recordings not being re-recorded. This being their experience in the Psychology School.

The Academic Senate Undergraduate Representative identified that they sit on the Learning, Teaching and Curriculum Working Party, with this being an issue that has been identified, particularly with new lectures requiring closed captions.

ACTION: Address inconsistency in lecture recording quality with Learning, Teaching and Curriculum.

Resolved:

That the Student Advisory Council note the Arts, Social Science and Humanities Members



Report as set out in the agenda paper.

2.14 Mature Aged Representative Members Report

The Chair invited Justine Kissane, Mature Aged Representative to provide a verbal update.

The Mature Aged representative provided an overview of the social activities that the Mature Aged and Postgraduate Society have been providing, including coffee catchups.

They identified the importance of good quality recordings of lectures, particularly for the mature aged cohort.

They also provided an overview of their work with Dr Kylie Austin in developing a mentorship program for mature aged students.

The Clubs and Societies representative highlighted the need for Faculty mentoring programs. The Acting Director, Division of Student Life identified the need to identify the existing mentoring programs.

ACTION: Equity Diversity and Inclusion Strategy Mentor Project overview to be provided.

Resolved:

That the Student Advisory Council note the verbal update provided by the Mature Aged representative.

2.1 SAC Higher Degree Research (Hdr) Subcommittee Proposal

The Chair spoke to this item which will be presented at the September meeting for endorsement. They provided an overview of the existing informal HDR Committee, highlighting that formalising this will provide administrative support and a direct conduit for feedback.

Resolved:

That the Student Advisory Council note the proposal for the creation of a Higher Degree Research Subcommittee reporting to the Student Advisory Council, pending further discussions with the Divisions of Student Life and Graduate Research School.

2.2 Dree Period Products at UOW

Due to the WUSA President being an apology, this item will be carried over to the September meeting.

2.3 University Council Member's Report

Executive Officer to work with the University Council Undergraduate Representative to



identify the frequency of students facing difficulties with the Academic Consideration Policy.

ACTION: Identify the frequency of students facing difficulties with the Academic Consideration Policy and address accessibility of current communications available to students.

Resolved:

That the Student Advisory Council note the oral presentation provided by the University Council representatives.

2.8 Women's Representative Member's Report

The Chair invited Kipling Perkins, Women's Representative to provide an update.

The Women's representative provided an overview of their work on a women's mentor proposal which they have been in discussions with Dr Kylie Austin.

They identified their work with the WUSA Women's Representative in promoting events in the Women's Space.

They identified the need to meet with SARC to promote education resources to students on addressing internalised misogyny.

The Academic Senate Undergraduate Representative asked about student engagement with Women's Space activities, with the Women's Representative identifying that there is further work to increase engagement.

Resolved:

That the Student Advisory Council note the Women's Representative Members Report as set out in the agenda paper

Clubs and Societies Members' Report

2.5

The Chair invited Georgina Coddington, Clubs and Societies Representative to provide a verbal update.

The Clubs and Societies Representative provided an overview of the Joint Letter from Club Executive submitted to UOW Pulse addressing issues encountered by clubs.

The Chair indicated that the University was aware of these issues, with a review being undertaken.

ACTION: Clubs and Societies representative to sit on the Clubs Review Working Party.

The Clubs and Societies representative indicated that visibility was a key issue encountered in their role, with clubs not being aware of the role of clubs and societies representatives.

ACTION: Clubs and Societies representatives to meet with UOW PULSE to enhance visibility.



Resolved:

that the Student Advisory Council note the presentation delivered by the Global Climate Change Week 2023 organising committee.

2.6 Faculty of Business and Law Members' Report

The Chair invited Arathy Krishnan, Postgraduate Business and Law Representative to speak to their item.

The Business and Law Representative identified that they were working on enhancing international student experience for undertaking online exams and assignments.

The Chair identified that this issue could be included in previously raised issues about exam feedback and average marks.

The Acting Director, Division of Student Life identified the need for consolidating issues and their frequency to assist the dialogue in addressing them.

Resolved:

That the Student Advisory Council note the Business and Law Members' Report as set out in the agenda paper

2.7 Academic Senate Members' Report 2023

The Chair provided an overview of their report.

They identified that artificial intelligence had been a key area of focus.

They highlighted that the TEQSA re-registration interviews had been positively received.

Resolved:

That the Student Advisory Council note the Academic Senate Members' Report as set out in the agenda paper.

2.8 Sutherland Campus Member's Report

The Chair invited Amy Heyhoe, Sutherland Campus Representative to speak to this item.

The Sutherland Campus Representative identified that enrolled nurses transferring from TAFE into second year University experienced in not feeling supported in their transition.

ACTION: Support provided to enrolled nurses transitioning from TAFE into University to be investigated.

Resolved:

That the Student Advisory Council note the Sutherland Campus Members' Report as set out in the agenda paper.

2.10 Shoalhaven Campus Member's Report



The Chair invited Henry Altenburg to provide an update on their report.

They identified issues encountered in providing meaningful feedback from Shoalhaven campus students and the lack of events following COVID.

To address this, they have undertaken a Shoalhaven Campus Life Survey to inform the design and delivery of events on campus.

They asked representatives how the success of the survey should be measured, and whether this survey could be broadened to other survey.

The Senior Manager, Student Experience congratulated the Shoalhaven Campus representative on undertaking this work. They identified that Student Experience Survey data was now shared at a campus specific level with Campus Managers and reiterated the need to complement this survey with existing feedback mechanisms.

Resolved:

That the Student Advisory Council note the Shoalhaven Campus Member's Report as set out in the agenda paper

2.16 Persons with Disabilities Members Report

The Chair invited Carly Lavings to speak to this item.

They provided an update on their work in providing more quiet spaces on campus, volunteering at a UOW Paralympics Australia event.

.They provided an overview of a club founded “Unique” which provides support to students with disabilities and advocacy.

They identified the need for a physical space for student with disabilities, similar to existing spaces like the Women's Space and Queer Space.

The Clubs and Societies Representative identified that EIS was investigating quiet spaces in their buildings and that it would be helpful to meet and discuss.

ACTION: Clubs and Societies and Persons with Disabilities Representative to meet and discuss quiet spaces on campus.

Resolved:

That the Student Advisory Council note the verbal update provided by the Persons with Disabilities Representative.

2.11 UOW Pulse Student Director Member's Report

The Chair invited Keval Patel, to speak to this item.

They provided an overview of the work they had undertaken with the Pulse, which has been centred on addressing issues with clubs and societies and updating systems, including the



website.

Resolved:

That the Student Advisory Council note the Shoalhaven Campus Member's Report as set out in the agenda paper.

2.12 Woolyungah Indigenous Centre Members Report

Due to the WIC Representative being an apology, this item will be carried over to the September meeting.

2.15 Batemans Bay Members Report

Due to the Batemans Bay Representative being an apology, this item will be carried over to the September meeting.

PART 3: Other Business

3.1 Business from Student Advisory Council Committees

No other business was discussed.

***3.2 Member's Reports'**

No other business was discussed

3.3 Questions on Notice

There were no questions on notice.

PART 4: OTHER BUSINESS

4.1 Other Business

No other business was discussed.

4.2 Next Meeting

The Chair advised the next SAC meeting will be held on the 19th September 2023 in the Council Room.



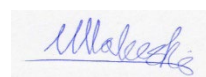
4.3 Rolling Agenda Schedule

ROLLING AGENDA ITEM	MEETING DATE
Voice to Parliament and Woolyungah Update	19 September 2023
Mature Aged Representative Member's Report	19 September 2023
Persons with Disabilities Member's Report	19 September 2023
Batemans Bay Member's Report	19 September 2023
Woolyungah Indigenous Centre Representative Member's Report	19 September 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

/ / 2023



ACTIONS ARISING

MEETING DATE	ACTION(S) ARISING	RESPONSIBLE PARTY(S)	UPDATE(S)
4 May 2023	The Executive Officer to organise a meeting with the EIS Undergraduate Representative and Senior Manager, Examinations and Progression.	Executive Officer	Closed
24 July 2023	The Executive Officer to plan Global Climate Change Week activities with Student Advisory Council representatives in October.	Executive Officer	In progress
24 August 2023	Executive Officer to provide information about Escapbags to the Associate Director, Student Mental Health and Wellbeing for consideration for the provision of Escape Bags for UOW Students.	Executive Officer	Closed
24 August 2023	Student Administration Services Division representative to meet with SAC representatives to address concerns about final exam feedback and providing more accessible average marks. Executive Officer to develop issues log with representatives in advance.	Director, Student Administration Services and SAC Representatives Executive Officer	Closed



24 August 2023	Investigate how Faculties can provide further support to their representatives.	Acting Director, Division of Student Life Senior Manager, Student Experience and Projects	In progress
24 August 2023	Address inconsistency in lecture recording quality with LTC. Executive Officer to provide issues log to student representatives.	Executive Officer, Learning, Teaching and Curriculum ASSH Undergraduate Representative	In progress
24 August 2023	Equity Diversity and Inclusion Strategy Mentor Project overview to be provided.	Associate Director, Student Equity and Success	Closed
24 August 2023	Identify the frequency of students facing difficulties with the Academic Consideration Policy and address accessibility of current communications available to students.	Executive Officer, University Council Undergraduate Representative, Acting Director, Division of Student Life.	Closed
24 August 2023	Clubs and Societies representative to sit on the Clubs Review Working Party.	Executive Officer	Closed
24 August 2023	Clubs and Societies representatives to meet with UOW PULSE to enhance visibility.	Clubs and Societies Representatives and UOW PULSE	In progress



24 August 2023	Support provided to enrolled nurses transitioning from TAFE into University to be investigated.	Executive Officer	Closed
24 August 2023	Clubs and Societies and Persons with Disabilities Representative to meet and discuss quiet spaces on campus.	Clubs and Societies and Persons with Disabilities Representatives	In progress

