

STUDENT ADVISORY COUNCIL MINUTES – 25 July 2023

Minutes of the 44th meeting of the Student Advisory Council held at 13:30 on 25 July 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)
Grace Walker	Undergraduate (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)
Henry Altenburg	Shoalhaven Campus Representative
Amy Heyhoe	Southern Sydney Campus Representative
Ebeney Whillas	Residences Representative
Kipling Perkins	Women’s Representative
Geogina Coddington	Clubs and Societies Representative
Justine Kissane	Mature Aged Representative
Ela Akyol	Wollongong Undergraduate Student Association President
Jin Zhao	Wollongong University Postgraduate Association President

IN ATTENDANCE:

Professor Theo Farrell	Deputy Vice-Chancellor (Academic and Student Life)
Professor Nina Reynolds	Chair, Academic Senate
Theresa Hoynes	Director, Division of Student Life
Ray Coury	Chief Information Officer
Craig Gveric	Portfolio Project Manager, IMTS
Claudia Perry-Beltrame	Change Lead, IMTS
Katie Singh	Senior Manager, Strategic Projects
Dr Kylie Austin	Associate Director, Student Equity and Success
Jan Sullivan	Manager, Academic Quality and Policy
Simon O’Dea	Associate Director, Student Residences
Craig Muller	Senior Manager Enterprise Service and Core Infrastructure
Yas Russell	Student Associations Assistant
Ben Hamill	Executive Officer
Sally Brownlow	Executive Assistant to the Director, Division of Student Life



APOLOGIES & LEAVE OF ABSENCE:

Liz Clark	Senior Manager, Student Relations
Cameron Biggs	Undergraduate (EIS)
Keval Patel	Deputy Chair and UOW PULSE Student Director Deputy Chair
Sophie Stewart	Bega Campus Representative
Josie Smith	Woolyungah Indigenous Centre Representative
Nancy Shabo	Southwestern Sydney Campus representative
Rebecca Melouney	Batemans Bay Campus representative

PART 1: OFFICIAL BUSINESS

***1.1 Opening of Meeting**

1.1.1 Introduction and Welcome

The Chair opened the meeting at 1:30 PM and proceeded to welcome and introduce all Council members, and other attendees, special guests and observers present. The Chair welcome new members Grace Walker, Razan Habara and Georgina Coddington.

1.1.2 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.

Resolved:

that the apologies be accepted, and quorum declared, for the 4th 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. The Chair advised that item 2.1 would be moved to proceed item 1.4 due to time constraints of presenters.

***2.1 Academic Senate Student Membership**

The Chair invited Professor Nina Reynolds, Chair of Academic Senate to present this item.

The Chair of Academic Senate presented the proposal to amend the composition of Academic Senate representative, removing one undergraduate representative and having them replaced with the Chair of SAC to create a link between the SAC Executive to Academic Senate.

They highlighted the preference for proposal 1 and 2, which have the SAC Chair or SAC Executive be ex-officio representatives on Academic Senate. They indicated that proposal 3, which has the SAC elect an ex-officio representative to Academic Senate, would not be supported.

The Chair invited the Deputy Vice-Chancellor (Academic and Student Life) to speak to this item. The DVCA identified the importance of there being a link between Academic Senate and SAC. They expressed their support for proposal 2 and 3 to ensure other SAC representatives have an opportunity to take on leadership opportunities and prevents the workload implications of proposal 1. They identified that proposal 3 afford control to the SAC about who fulfils the ex-officio position.

The Chair invited the Director, Division of Student Life to speak to this item. The Director, Division of Student Life expressed that there needed to be a stronger relationship between Academic Senate and SAC and to empower student representatives on Academic Senate. They highlighted their support for proposal 4, which poses no change.

The Academic Senate Undergraduate Representative clarified the intention of this proposal, which the Chair of Academic Senate indicated it was to ensure the priorities of the SAC are made available to Academic Senate.

The Director, Division of Student Life expressed concern of the proposal to reduce undergraduate representation on Academic Senate.

The International Engineering and Information Science Representative identified that a compromise would be in proposal 4 and having Academic Senate representatives meet with the Student Advisory Council.

The DVCA highlighted the importance of not supporting a change if it is not required, given any future change to Academic Senate student representation will require approval from University Council.

The Chair of Academic Senate identified concern with engagement from some undergraduate representatives which premised this proposal alongside review of the strategic priorities of the University and Academic Senate.

The Academic Undergraduate Representative identified that proposal 1 appears to be the simplest option. The DVCA agreed with this but identified the potential workload implications of this option for future SAC Chairs.

The Undergraduate University Council representative discussed the possibility of having an Academic Senate representative be elected as a fourth member of the Executive. The Director, Division of Student Life, highlighted the importance in equity in the SAC, with this options having the potential to privilege Academic Senate representatives over other representative groups. The Deputy Chair and Persons with Disabilities also identified that a fourth Academic Senate Executive



would confuse the purpose of the Executive, with the current structure working. They expressed support for proposal 4 and providing further support to Academic Senate representatives and the SAC Executive.

The Chair of SAC requested SAC members vote on their preferred proposal. The preferred proposal of the SAC was proposal 4, which suggested no change to the membership of Academic Senate.

*1.4 Confirmation of the Minutes of the Previous Meeting

Minutes of the previous meetings held on 4 May were confirmed and signed as a true record.

Resolved:

that the minutes of the previous meeting held on 4 May 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
2 March 2023	CO	Executive Officer (EO) to establish Discussion Group with CIO and discuss how the SAC and maintain an ongoing relationship with the Integrity Division.	Closed
4 April 2023	CO	EO to organise discussion with Residence Representative and Accommodation team about the WIFI in accommodation.	Closed
4 April 2023	CO	EO to organise for the DVCA and ADE (BAL) to discuss AI with the SAC.	Closed
4 April 2023	CO	EO to organise discussion with Residence Representative and Accommodation team about the WIFI in accommodation.	Closed
4 May 2023	NE	The Division of Student Life to present an update on WIFI	Closed



		infrastructure in accommodation	
4 May 2023	NE	UOW Pulse HOSE to discuss with UOW Australia Post Office to ensure students present identification to collect items	Closed
4 May 2023	NE	The Executive Officer to organise a meeting with the Women's Representative and Associate Director, Student Equity and Success.	Closed
4 May 2023	NE	The Executive Officer to organise a meeting with the EIS International Representative and Associate Director, Student Services.	Closed
4 May 2023	NE	The Executive Officer to organise a meeting with the EIS Undergraduate Representative and Senior Manager, Examinations and Progression.	In Progress

***1.6 Chair's Report**

The Chair welcomed members to the fourth SAC meeting of 2023. They provided an update on the recent Student Experience Survey results for UOW, where UOW is now the second highest rated University in New South Wales for student experience.

They reminded representatives that the updated Academic Consideration Policy comes into effect from the start of Spring Semester.

The Chair thanked representatives that participated in O-Day and spoke at Faculty inductions.

The Chair reminded representatives to attend consultation with the Advocate for Children and Young People and the Safe and Respectful Communities team.

The Chair encouraged members to nominate for the National Students as Partners Roundtable and National Leadership Forum.

They reminded representatives to provide their feedback on the SAC Statement of Support for the Voice to Parliament. They also indicated that for representatives graduating, that VIP graduation tickets can be provided. A final reminder was provided for representatives to complete the membership survey.

***1.7 Membership Business**



The Chair welcomed new members to the Council: Georgie Coddington, Clubs and Societies representative.

They thanked departing representative Aurora Green for their role as LGBTQI+ representative Recruitment would be undertaken the following week.

PART 2: GENERAL BUSINESS

*2.2 Cyber Security Initiatives

The Chair invited Ray Coury, Chief Digital and Information Officer, Claudia Perry-Beltrame, Change Lead, IMTS and Craig Gveric, Portfolio Project Manager, IMTS to speak to their items.

The presenters sought feedback from representatives on how IMTS can best engage students for cyber security projects and initiatives.

They provided an overview of the rollout to Multi-Factor Authentication(MFA) which seeks to enhance the security of UOW systems and data by implementing (MFA) for students. This project will be a phased approach, with forced activation by the 20th of November 2023.

The International Engineering and Information Sciences representative asked how authentication would occur without a phone, the Project Portfolio Manager indicated there were alternatives through a hardware token. The Director, Division of Student Life highlighted the importance of access, particularly for international students.

The Business and Law undergraduate representative asked whether it was possible for a device to be remembered when authenticated, to which the Project Portfolio Manager indicated there was a 30 day authentication period.

The Postgraduate Engineering and Information Science representative asked whether it was necessary when connected to UOW Wi-Fi and if there was an alternative for authentication. The Project Portfolio manager indicated this had been considered, with phones being the most secure option and that having a 30 day period for authentication period would remain even when connected to UOW Wi-Fi.

Resolved:

that the Student Advisory Council note the Cyber Security Initiatives as provided in the agenda paper and provide feedback on the questions to the Change Lead Cyber Security Program.

2.3 Multicampus Future Vision

The Chair invited the Katie Singh Senior Manager, Strategic Projects to speak to this item.

They thanked representatives for engaging with student consultation, with over 500 responses to date.

They identified the key themes being:



- Recognition of first nations culture
- Stronger relationship with community
- Inclusivity, accessibility and equity
- Sustainability and social impact
- Digitalisation and tech support
- Learning and Employability
- A connected and relational campus.

The Senior Manager, Strategic Projects invited representatives to provide further feedback outside of the meeting and indicated that would continue consultation with the SAC.

Resolved:

that the Student Advisory Council note the Multi Campus Future Vision progress update as provided in the agenda paper and provide feedback as appropriate.

2.4 UOW Student Success Strategy

The Chair invited Dr Kylie Austin, Associate Director, Student Equity and Success.

The Associate Director, Student Equity and Success provided an overview of the Student Success Strategy, with an international student working group, student equity working group and co-labs across the University being established.

The design and implementation for this strategy would occur over four phases and co-designed with students and staff. Consultation identified five factors that lead to students' success:

- Induction and Transitions
- Belonging and connectedness
- Living Health and wellbeing
- Engagement and Learning
- Purpose

They identified next steps consisting of co-labs, a draft for feedback from working groups, with broader consultation to follow.

The University Council Undergraduate Representative asked how students can be involved, particularly those who were not successful in being selected for working groups. The Associate Director, Student Equity and Success indicated there were over a hundred applications to participate and those that weren't successful would still have an opportunity to participate.

The Director of Division of Student Life identified UOW was unique in the student engagement on campus, particularly in the work that Dr Austin had undertaken.

Resolved:

The Student Advisory Council note the update on the progress of the Student Success Plan in the agenda paper.



2.5 TEQSA Re-Registration

The Chair invited Jan Sullivan, Manager, Academic Quality and Policy to present this item.

They provided an overview of the TEQSA re-registration process with it being a necessity for universities to continue delivering courses. This registration process occurs every seven years. As part of this process, independent auditors conduct the review.

Representatives from across the University were currently being interviewed for the University's academic governance. As part of this, students are participating in these interviews to ensure the framework for academic governance ensures student perspectives are held.

The Senior Manager, Academic Quality and Policy asked for additional students to attend. The International Academic Senate representative and University Council Undergraduate Representative indicated they would like to participate.

Resolved:

that the Student Advisory Council note the TEQSA Re-registration paper as provided in the agenda papers.

2.6 Academic Integrity Presentation

The Chair invited Dajana Tuburo, Academic Quality and Policy Specialist to speak to this item.

They provided an overview of the reasons for students engaging in academic misconduct, with three areas identified:

- Pressure
- Lack of understanding
- Time management

They indicated that the institution wanted to take an educative approach to address misconduct. A key recommendation from the 2022 Academic Integrity Report 2022 was improving Start Smart and Academic Integrity Intervention Model.

They indicated that a communication strategy launched in Autumn semester to provide students with resources and education to avoid misconduct. They provided an overview of the Academic Misconduct cases in 2022.

The Academic Quality and Policy Specialist identified that further work would be undertaken with students and staff to ensure there are comprehensive resources available for students to understand academic misconduct.

The University Council representative identified an experience where they had been falsely accused of academic misconduct in a proctored exam, with the ensuing email requiring refinement due to the impact it may have on other students.

Action: EO to provide University Council representative's details to AQS to refine wording of academic misconduct emails.

Resolved:



that the Student Advisory Council note the Academic Integrity Presentation provided by the Manager, Academic Policy and Standards, Academic Quality and Standards.

2.7 Accommodation Wifi Infrastructure Update

The Chair invited the Simon O’Dea, Associate Director, Student Residence and Craig Muller, Senior Manager, Enterprise Service and Core Infrastructure to present this item.

The Associate Director, Student Residence provided context to representatives of ongoing unstable Wi-Fi in accommodation. To address this, residences engaged IMTS to address.

Senior Manager, Enterprise Service and Core Infrastructure provided an overview of the work undertaken to date. This consisted of:

- An overview of the number of accommodation sites, wireless access points and Wi-Fi units
- IMTS responsibilities in maintaining accommodation Wi-Fi hardware
- Heat mapping that has occurred, with areas that do not receive adequate coverage being addressed.

Wi-Fi in accommodation would be addressed over three phases

- **Phase 1:** Increase density of Access Points in common areas
 - 20 additional ceiling AP’s
 - Start deploying in-room Access Points
 - 30 additional wall AP’s
 - Approximately \$70,000 of IMTS capital funding
 - Expected to be complete by August 2023
- **Phase 2:** Increase density of Access Points to 50%
 - Approximately \$300,000 of IMTS capital funding
 - 200 in-room access points
- **Phase 3:** Increase in-room Access Points to 100%
 - Approximately \$300,000 of additional IMTS capital funding
 - 400 -room access points
 - Expected to start in 2024

The University Residence Representative highlighted ongoing Wi-Fi issues in graduate house. The Associate Director, Student Residence indicated that this was an area that they were aware of, however there were limitations due to the amount of families utilising Wi-Fi and the nature of buildings being brick buildings.

Resolved:

that the Student Advisory Council note the Accommodation WIFI infrastructure update delivered by the Associate Director, Student Residences



2.8 Global Climate Change Week 2023

The Chair invited Associate Professor Belinda Gibbons, School of Business to speak to this item.

They provided an overview of Global Climate Change Week and encouraged students to participate in the event between October 16th-20th and requested that representatives consider what actions the Student Advisory Council would undertake during Global Climate Change Week.

ACTION: The Executive Officer to plan Global Climate Change Week activities with Student Advisory Council representatives.

Resolved:

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

PART 3: Other Business

3.1 Business from Student Advisory Council Committees

The Chair indicated the Students as Partners group had met and was working on the Students as Partners

*3.2 Member's Reports'

The International Engineering and Information Sciences Representative provided an overview of the mentor program that they had developed for SAC representatives and encouraged representatives to participate.

The Wollongong Undergraduate Student Association (WUSA) President highlighted the importance of period products being accessible for students. The Chair drafted a motion with SAC support stating:

Resolved 08/2023:

That the Student Advisory Council:

- (i) Endorse the notice of motion on increased provision of period product accessibility to be formally included as an update in the August general meeting agenda paper.*
- (ii) Note the importance of the issue raised and the invitation for Members to be involved in its redress.*
- (iii) Support immediate efforts to urgently initiate a project for addressing this issue by WUSA, through investigating the increased provision of period*



products to students, with a project update to be delivered in the September meeting.

3.3 Questions on Notice

There were no questions on notice.

PART 4: OTHER BUSINESS

4.1 Other Business

The Director, Division of Student Life encouraged members to reach out in advance if they had an item they wished to submit to a meeting.

4.2 Next Meeting

The Chair advised the next SAC meeting will be held on the 24th August 2023 in the Council Room.

4.3 Rolling Agenda Schedule

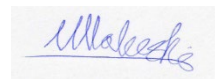
ROLLING AGENDA ITEM	MEETING DATE
Business and Law Representative Member's Report	24 August 2023
Arts, Social Sciences and Humanities Representative Member's Report	24 August 2023
Academic Senate Representative Member's Report	24 August 2023
Clubs and Societies Representative Member's Report	24 August 2023
Persons with Disabilities Representative Member's Report	24 August 2023
UOW Pulse Student Director Representative Member's Report	24 August 2023
Woolyungah Indigenous Centre Representative Member's Report	24 August 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

18/08/2023

ACTIONS ARISING

MEETING DATE	ACTION(S) ARISING	UPDATE(S)
4 May 2023	The Executive Officer to organise a meeting with the EIS Undergraduate Representative and Senior Manager, Examinations and Progression.	In progress
24 July 2023	The Executive Officer to provide University Council representative's details to AQS to refine wording of academic misconduct emails.	In progress
24 July 2023	The Executive Officer to plan Global Climate Change Week activities with Student Advisory Council representatives.	In progress

