

STUDENT ADVISORY COUNCIL - TERMS OF REFERENCE

1. Establishment

The Student Advisory Council (SAC) was approved by University Council on 20 October 2017 as an outcome of the University's 2017 Review of Student Representation at UOW (the Review).

The SAC replaces the Student Representative Forum (SRF), providing an expansion of participation and formalisation of student representation roles and responsibilities.

2. Purpose

The SAC will:

1. Advise, consult and make recommendations to the University on matters affecting the academic and social wellbeing of students, including:
 - The effectiveness and comprehensiveness of student service delivery;
 - Teaching and learning matters of concern to students;
 - Policies and procedures affecting students;
 - Campus life and activities; and
 - The potential uses of SSAF funds that align with the student lifecycle and priority support categories as permitted under the legislation.
2. Provide an occasion for student representatives to be proactive and engage with one another to formulate common and group-specific student issues for presentation to the University.
3. Provide an occasion for University representatives to respond to issues raised by student representatives or issues requiring student consultation.

3. Membership

No. positions	Student Representative Position	Duration of Term	Appointment	Timing of Election/EOI	Term commencing
1	University Council ¹ - Undergraduate	2 years	Elected	Sept/Oct	1 Jan 25– 31 Dec 26
1	University Council – Postgraduate	2 years	Elected	Sept/Oct	1 Jan 25 – 31 Dec 26*
1	Academic Senate ² - Postgraduate	1 year	Elected	Sept/Oct	1 Jan 26 – 31 Dec 2026

¹ University Council Undergraduate and Postgraduate student member positions, [University of Wollongong Act \(1999\)](#) and [University of Wollongong by-law \(2005\)](#) – refer to Schedule 1 for Council election provision.

² Academic Senate Undergraduate, Postgraduate and On-shore International student member positions, [Academic Senate Electoral Rules](#).

No. positions	Student Representative Position	Duration of Term	Appointment	Timing of Election/EOI	Term commencing 1 Jan 2026
1	Academic Senate ³ - Postgraduate	2 years	Elected	Sept/Oct	1 Jan – 31 Dec 2027
2	Academic Senate - Undergraduate	1 year	Elected	Sept/Oct	1 Jan – 31 Dec 2026
2	Academic Senate – Undergraduate	2 years	Elected	Sept/Oct	1 Jan – 31 Dec 2027
1	Academic Senate – Onshore International	2 years	Elected	Sept/Oct	1 Jan – 31 Dec 2027
1	WUPA ⁴ – President or Standing Nominee	1 year	Elected	Sept/Oct	1 Jan – 31 Dec 2026
1	WUSA ⁵ - President or Standing Nominee	1 year	Elected	Sept/Oct	1 Dec – 30 Nov 2026
1	UOW Pulse Executive Student Director ⁶	2 years	Elected	Jan/Feb	1 Oct – 30 Sept
4	Undergraduate ⁷ from each of the three faculties.	2 years	Elected	Sept/Oct	1 Jan 26 – 31 Dec 2027
3	Postgraduate from each of the three faculties	2 years	Elected	Sept/Oct	1 Jan 26 – 31 Dec 2027
3	International from each of the three faculties	2 years	Elected	Sept/Oct	1 Jan 26 – 31 Dec 2027
8	Campuses other than Wollongong	1 year	Elected	Sept/Oct	1 Jan – 31 Dec 2026
1	University Residences ⁸	1 year	EOI	Jan/Feb	1 Jan – 31 Dec 2026
2	Woolyungah Indigenous Centre ⁹	1 year	EOI	Sept/Oct	1 Jan – 31 Dec 2026
1	Persons with Disabilities	2 years	EOI	EOI Jan/Feb	1 Jan 26 – 31 Dec 2027
1	Women's representative	2 years	EOI	EOI Jan/Feb	1 Jan 26 – 31 Dec 2027
1	Mature Aged Student Representative	2 years	EOI	EOI Jan/Feb	1 Jan 26 – 31 Dec 2027
1	LGBTIQ+ Representative	2 years	EOI	EOI Jan/Feb	1 Jan 26 – 31 Dec 2027
2	Clubs & Societies Representative	1 years	EOI	EOI Jan/Feb	1 Jan – 31 Dec 2026

³ Academic Senate Undergraduate, Postgraduate and On-shore International student member positions, [Academic Senate Electoral Rules](#).

⁴ [WUPA Constitution](#) and [WUPA Regulations Governing Elections](#).

⁵ [WUSA Constitution](#) and [WUSA Regulations Governing Elections](#).

⁶ [UOW PULSE Constitution](#).

⁷ Faculty Undergraduate, Postgraduate and International student member positions, [Faculty Academic Governance Policy](#).

⁸ Expression of Interest conducted by the Student and Accommodation Services Division

⁹ Expression of Interest conducted via Woolyungah Indigenous Centre, outcome notified by Director WIC



4. Quorum

Quorum will require half plus one of the sitting elected student representatives in attendance at the meeting, via electronic conferencing or in person. For a motion to take effect it is to be upheld by a majority of half plus one of members in attendance. In the instance that quorum is not met, items requiring quorum will appear on the agenda for the next meeting.

5. Meetings

The SAC will meet monthly during autumn and spring session (where 10 or more days fall in the calendar month during session). The schedule of meetings will be published in advance and will alternate a different day and time in order to provide the opportunity for increased attendance.

6. Reporting

The SAC will report to the Vice-Chancellor via the Dean of Students. The SAC Executive will provide an annual update to the University Executive Board on SAC activities. In addition, an annual report will be submitted to University Council.

