

## STUDENT SENATE

Subject	<b>Student Senate Meeting 4/2021 (SS4)</b>
Chair	Olivia Carey (she/her)
Present	<p>Representatives: Ainsley Lindsay, Aditi Suman (she/her), Courtney Dodson (she/her), Lizzie Tongway (she/her), Geeta Naralasetty (he/him), Janelle Moyes (she/her), Jalen Ong (he/him), Kyle Jackson (he/him), Laura Benney (she/her), Olivia Carey (she/her), Sage Akouri (they/them), Tristan Sicari (he/him).</p> <p>Guests: Teresa Tjia (she/her), Advisor; Tom Brooker (he/him), Executive Officer; Sharyn Crawford (she/her), guest; Drew Burns (he/him), guest</p>
Apologies	N/A
Absent	Tanvi Mahajan, Declan Hanrahan, Heba Abdulrahman, Harpreet Kaur Rai, Verana Hunter-Raye
Venue	Online, Microsoft Teams
Date	18 <sup>th</sup> May, 2021
Runtime	5:00pm – 7:30pm

### Meeting Actions

<p><b>1.3</b> Senate to provide ongoing feedback to Teresa on how students are experiencing return to campus process and the communications they are receiving from the University.</p>	<p><b>Ongoing.</b> Check for feedback each meeting.</p>
<p><b>1.6</b> Honour Code Working Group update.</p>	<p><b>Ongoing.</b> Eric Holm organising the group.</p>
<p><b>2.1</b> Teresa will bring Sage, Lizzie, and Heba into a working group for student communications.</p>	<p><b>Ongoing.</b> Wait for appointment of Coordinator, Student Comms.</p>
<p><b>2.2</b> Sage will write to the RAP Committee supporting the possibility of a clear University policy on the use of Acknowledgement to Country.</p>	<p>Sage Akouri consult with Kyle Jackson.</p>
<p><b>2.3</b> Teresa will investigate what can be done to improve the experience of international students seeking updated CoE and support while updating renewing/extending visas due to COVID-19 lengthening their expected time spent studying.</p>	<p><b>Closed.</b> Followed up through international and with the student.</p>
<p><b>2.4</b> Members to share any ideas in Microsoft Teams for training or PD opportunities they might be interested in.</p>	<p><b>Ongoing.</b> Tom will continue to update Senate.</p>
<p><b>3.1</b> Tom to encourage reps to step up as Chairs in portfolios.</p>	<p><b>Due SS5.</b></p>
<p><b>3.2</b> Tom and Chair to discuss a session on 2020 student surveys. This could occur within the next Senate meeting or another format.</p>	<p><b>Close.</b> Run in July Senate Retreat.</p>
<p><b>3.3</b> Tom to seek further feedback on the suggestion that all representatives join the Appeals Committee pool by default in Teams.</p>	<p><b>Close.</b></p>
<p><b>4.1</b> Tom to explore a professional development session for students in leadership positions and clubs' executives.</p>	
<p><b>4.2</b> Aditi Suman and WIL team to collaborate on a submission to FedLiving to request a lowering of the placement rate for residence students.</p>	
<p><b>4.3</b> Gautam Pal to contact Katherine Keoh and request information about placement options for postgraduate IT students.</p>	

<b>4.4</b> Tom to check with residential services if instalment plans are available for students undertaking placement and living on residence.	
<b>4.5</b> Aditi and Tom to speak with WIL area and organise a join submission to residence management and/or Chief Financial Officer requesting a lowering of the placement rate.	
<b>4.6</b> Jalen to ask Jarred Lee, Engagement, to explore provision of sanitary products across all campuses.	
<b>4.7</b> Tom to provide feedback to library management about the recommended opening hours and request for expansion of services.	
<b>4.8</b> Tom will email an RSVP and general information to the members about the July retreat by Friday 28th May.	

## Proposal & Project Tracking

### SSAF Proposal

Agreed actions	Status
Teresa to update the Senate as SSAF data is published to the website.	<b>Tracking.</b>
Tom to update the Representative's Guide/Senate training to give more information about SSAF and its relevance to the Senate.	<b>Due SS6.</b>
The Senate to receive regular SSAF updates and opportunities to comment on SSAF expenditure.	<b>Ongoing.</b>
The Senate Chair to write to the Dean of Students and Registrar formally conveying the SSAF resolution and the SSAF-related requests.	<b>Due by SS5.</b>

### Intimacy Proposal

Agreed actions	Status
Tracking for an update from Heather Marsh about the implementation of the intimacy protocols project, as well as the triggering content protocols.	<b>Complete.</b> Update given in SS4.

### Industrial Year

Agreed actions	Status
Careers staff to provide an update on the implementation of the recommendations generated by the industry engagement audit.	<b>Complete.</b> Update given in SS4.

### Prayer Room and Multi-Faith Advisory Committee

Agreed actions	Status
Call for applications and launch Multi-Faith Advisory Committee.	<b>Due early S2, 2021.</b>

### Booklists

Agreed actions	Status
Ask Dean, Learning and Teaching to explain why the problem occurs and what steps the University is taking to resolve it.	<b>Closed.</b> New process and provider are being implemented.

### Pricing

Agreed actions	Status
Tom to seek updates to website to provide students with links to alternative textbook sellers where students can compare prices – as well as links to student-run second-hand textbook Facebook groups.	<b>Closed.</b> Commercial Services advised this is being reviewed as part of organising new provider.

## Meeting Minutes

**Olivia Carey**, Chair, gave the Acknowledgement of Country and opened the meeting at 5:05pm. The meeting achieved quorum.

### Senate Advisor update

**Teresa Tjia** gave an update on University-wide matters.

Teresa encouraged reps to read their emails and ensure they were aware of the changes for exam processes in some areas this semester.

Teresa identified several recently completed, ongoing or future projects about improving University systems to improve student experience:

- The University will be building and implementing a new process where students can manage their own timetables. This will uncouple enrolment from timetabling. Her department will be seeking further student feedback about implementing this.
- The University is rolling out a system of online TAFE enrolments.
- The recent Federal budget did not include much for Universities, however there are some provisions for short courses and regional education. The University is exploring what that means for us.
- Ongoing work in engagement and activities, there are lots of things happening on our campus and we encourage students to follow on social media to keep track, get involved and invite your friends.
- It was wonderful to see graduations were held over the last few months across all campuses. This included the first graduation held for Brisbane campus.

Teresa confirmed that graduations will return to the normal system post-COVID.

Teresa noted the recent student suggestion about having common lunch hours. She would appreciate ongoing feedback about what students prefer as the option to return to campus becomes increasingly available.

**Kyle Jackson** and **Tom Brooker** suggested bringing forward Kyle's proposal on the agenda to ensure Teresa would be present for the discussion. The Chair and the Senate agreed.

## Proposal: SSAF Review

See SS4.R4 SSAF Review Proposal

**Kyle Jackson** shared his proposal with the Senate regarding ensuring greater awareness and communication between the Senate, students, and the University regarding SSAF.

Seconded by **Ainsley Lindsay**.

Kyle explained that the proposal was prompted by a student identifying an absence of annual SSAF reports on the website for 2019 – 2020. He felt that the role of the Senate in reviewing and advising the University on SSAF expenditure could be better emphasised in training for representatives, and that the University should provide more regular reports to the Senate on SSAF matters.

**Teresa Tjia** noted significant changes to staffing over the period could be responsible for the gaps, explaining this was not intended as an excuse. She has organised a group to identify and develop missing reports. She is not able to provide a timeline and will keep the Senate updated.

Teresa also commended the Senate raising this matter, for doing due diligence and taking their responsibilities seriously as a representative body.

The motion was put to a vote and passed.

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**Resolution 4.1.21:** *That the Senate recommend the University update students and the Senate on a regular basis regarding SSAF expenditure.*

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Kyle identified the following related actions, which were accepted by the Senate and will be tracked under the relevant proposal heading.

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**Action:** *Teresa to update the Senate as SSAF data is published to the website.*

**Action:** *Tom to update the Representative's Guide/Senate training to give more information about SSAF and its relevance to the Senate.*

**Action:** *The Senate to receive regular SSAF updates and opportunities to comment on SSAF expenditure.*

**Action:** *The Senate Chair to write to the Dean of Students and Registrar formally conveying this resolution and all SSAF-related requests.*

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## Industry Placement Program (IPP)

**Sharyn Crawford**, Manager of Work Integrated Learning (WIL), updated the Senate on the work of her area and developments since the 2020 Senate-initiated audit.

Sharyn acknowledged that students and industry have been unhappy with the restrictive current structure for industry placements. This is a major area of work for her team and they are restructuring to loosen these unnecessary restrictions.

The Career Accelerate Program (CAP), for example, was once compulsory and is now merely highly recommended prior to undertaking an industry placement. Sharyn encouraged the representatives to research CAP and consider it for themselves, as it is a valuable program for those looking to improve their job-seeking skills and employability.

Sharyn noted that despite the difficulties of COVID, their team had maintained a very high success rate for getting students through placements.

Sharyn commented that later in the agenda there was a discussion scheduled around the residence rate for students on placement and that in 2018 her team had successfully advocated to keep this rate low for the benefit of students on placement. She noted that FedLiving had confirmed with her team in 2021 that while the cost was going up, payment plans would be offered. She said her team supported this request from the Senate to keep a low placement rate for students on Residence.

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**Action 4.1:** *Tom to explore a professional development session for students in leadership positions and clubs' executives.*

**Action 4.2:** *Aditi Suman and WIL team to collaborate on a submission to FedLiving to request a lowering of the placement rate for residence students.*

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Gautam Pal asked if IPP could be made available for postgraduate students in IT. Sharyn noted that placement options were available for many postgraduate students, but she was not sure about IT. She encourages Gautam to speak with Katherine Keoh, and noted two IT program were reviewing industry placement options this year.

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**Action 4.3:** *Gautam Pal to contact Katherine Keoh and request information about placement options for postgraduate IT students.*

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Ainsley asked about placement options for students in the School of Arts, particularly those studying Humanities-related courses. Sharyn noted Criminal Justice have a placement option. It depends on the program structure and accreditation requirements and what students ask for. She encouraged Ainsley to speak with their placement coordinator and ask what placement options are available or if it's possible for placement options to be included.

## Disabilities awareness

**Drew Burns**, Coordinator of Disabilities Services, gave a presentation to the Senate about the service provided by the disabilities unit at the University.

*See Disabilities Presentation.*

Drew recommended interested students undertake [the Disability Awareness Training unit available on Moodle](#). He invited representatives to provide feedback on this unit as it would help inform an update.

Sage Akouri asked about the support available for students who were still seeking a diagnosis and didn't have evidence yet. Drew explained adjustments could still be made in these cases. However, if the adjustment is expensive they will work quickly to get the evidence as they might be asked by the University to justify the adjustment.

Drew noted his area often do secondary consults. This is where someone comes to get advice on behalf of someone with a disability. Drew invited representatives to get in touch for themselves or others.

## Proposal: reduce residence rate for placement students

*See SS4.R2 Residence rate proposal.*

**Aditi Suman** proposed that the University reconsider and lower the rate charged to students staying on residence during placement, which was raised at the beginning of 2021. Aditi noted the new high rate made it very difficult for students undertaking placement and staying on residence, as they now often needed to work alongside their placement to cover this expense.

Aditi noted she would also like to see payments accepted in instalments. The motion passed.

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*Resolution 4.2.21: that the Senate recommend the University either bring back the old placement rate back or reduce it.*

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The following actions were assigned:

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*Action 4.4: Tom to check with residential services if instalment plans are available for students undertaking placement and living on residence.*

*Action 4.5: Aditi and Tom to speak with WIL area and organise a join submission to residence management requesting a lowering of the placement rate.*

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### Proposal: sanitary product dispenser

**Jalen Ong** proposed that sanitary products be made freely available in bathrooms for students on Camp St. Jalen suggested a dispenser be installed, but noted that the University was exploring simply placing them in a drawer and clearly marking it. The students Jalen has spoken with indicated this was also a satisfactory solution.

Representatives were supportive of seeing this provision extended to all campuses. The original motion was updated, as follows.

**Motion:** *that the Senate recommends the University provide sanitary dispensers in bathrooms to students on Camp St and other campuses.*

Sage seconded the motion.

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**Resolution 4.3.21:** *that the Senate recommend the University provide sanitary dispensers in bathrooms to students on Camp St and other campuses.*

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The following action was assigned:

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**Action 4.6:** *Jalen to ask Jarred Lee, Engagement, to explore provision of sanitary products across all campuses.*

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### Proposal: SMB Library opening hours

Tristan Sicari raised a proposal that the opening hours of the SMB Library be expanded. Tristan noted the discrepancy between the opening hours of the libraries across the University's campuses, where all other areas have extensive opening hours. Tristan explained that the SMB Library housed a unique collection of work of relevance to Arts students, which could not be accessed in other libraries and which was often best used by browsing and exploring visually – in a way that pre-ordering the work off the catalogue could not replace. While the SMB Library is again open for browsing, Tristan has received feedback from students that the limited hours make it difficult for them to access the space – particularly those who live outside Ballarat and only come to SMB for study.

Several representatives additionally requested that the University consider opening the SMB Library after-hours on a weekday and to open on a day on the weekend, as this would best suit students who are otherwise in classes during business hours on weekdays. He noted the SMB Library was also an excellent study space, which he felt would be used by students afterhours and on weekends were it an option.

The motion passed.

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**Resolution 4.4.21:** *that the Senate recommend the University increase the hours of the SMB library.*

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The following action was assigned:

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**Action 4.7:** *Tom to provide feedback to library management about the recommended opening hours and request for expansion of services.*

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## Reports

Lizzie Tongway apologised for failing to submit her report. She noted there is a new art installation in the SMB Library which representatives may be interested to see.

Aditi Suman	Submitted.
Ainsley Lindsay	Submitted.
Courtney Dodson	Submitted.
Declan Hanrahan	Submitted.
Lizzie Tongway	No report.
Gautam Pal	Submitted.
Geeta Naralasetty	Submitted.
Harpreet Kaur Rai	Submitted.
Heba Abdelrahman	Submitted.
Jalen Ong	Submitted.
Janelle Moyes	Submitted.
Kyle Jackson	Submitted.
Laura Benney	Submitted.
Olivia Carey	No report.
Sage Akouri	Submitted.
Tanvi Mahajan	Submitted.
Tristan Sicari	Submitted.
Verana Hunter-Raye	No report.

Representatives asked for information about the July retreat.

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**Action 4.8:** *Tom will email an RSVP and general information to the members about the July retreat by Friday 28<sup>th</sup> May.*

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The Chair, Olivia Carey, declared the meeting closed at 6:30pm.

The next meeting will be 5pm, July 20<sup>th</sup> 2021.



**APPENDIX I: SENATE MEMBERSHIP**

 As of May 21<sup>st</sup>, 2021: 36 roles, 18 occupied, 18 vacant.

<b>Name (pronouns)</b>	<b>Representative for</b>
Kyle Jackson (he/him)	Aboriginal & Torres Strait Islander Students
Geeta Naralasetty (he/him)	Academic Board
<i>Vacant</i>	Ballarat Residence Students
Tanvi Mahajan (she/her)	Berwick Campus Students
Courtney Dodson (she/her)	Berwick Campus Students
<i>Vacant</i>	Berwick Residence Students
<i>Vacant</i>	Brisbane Campus Students
Tristan Sicari (he/him)	Camp St – Performing Arts Students
<i>Vacant</i>	Camp St – Visual Arts Students
Ainsley Lindsay	Clubs and Societies
Heba Abdelrahman (she/her)	Distance and Online Students
Janelle Moyes (she/her)	Distance and Online Students
Sage Akouri (they/them)	Equality, Diversity and Social Inclusion
<i>Vacant</i>	FedCollege Students
<i>Vacant</i>	Gippsland Campus Students
<i>Vacant</i>	Gippsland Campus Students
<i>Vacant</i>	Gippsland Residence Students
Verana Hunter-Raye (she/her)	Horsham Campus – Higher Ed. Students
<i>Vacant</i>	Horsham Campus – TAFE/VCAL Students
Gautam Pal (he/him)	International Students
<i>Vacant</i>	Learning and Teaching Quality Assurance Committee
<i>Vacant</i>	Mt Helen Campus – Higher Ed. Students
Harpreet Kaur Rai (she/her)	Mt Helen Campus – Higher Ed. Students
<i>Vacant</i>	Mt Helen Campus – TAFE Students
Aditi Suman (she/her)	Postgraduate Students
Jalen Ong (he/him)	School of Arts Board
Declan Hanrahan (he/him)	School of Business Board
Laura Benney (she/her)	School of Education Board
<i>Vacant</i>	School of Engineering, IT and Physical Sciences Board
<i>Vacant</i>	School of Health Board
<i>Vacant</i>	School of Science, Psychology and Sport Board
Lizzie Tongway (she/her)	SMB Campus Students
<i>Vacant</i>	SMB Campus Students
<i>Vacant</i>	Sports
Olivia Carey (she/her)	Sustainability
<i>Vacant</i>	TAFE Board