

STUDENT SENATE

Subject	Student Senate Meeting 5/2020 (SS5)
Chair	Marlee Bourke
Present	<p>Representatives: Ayush Dahiya, Lizzie Tongway, Fiona Archer, Gautam Pal, Geeta Naralasetty, Heba Abdelrahman, Janelle Moyes, Jen Davis, Liv Carey, Lucy Payne, Mehar Deepak Chaganti, Melanie Bellingham, Rasika Singla, Senim Genc, Tanvi Mahajan, Nadine Wilkinson, Beau Frichot.</p> <p>Guests: Ainsley Linsey (RA), Prof. Wendy Cross (Advisor), Dr. Jo van Son (Advisor), Greg Jakob (Advisor), Tom Hodgson (Executive Officer)</p>
Apologies	
Venue	Online, Adobe Connect
Date	21 st July 2020
Runtime	5:00pm – 7:30pm

Meeting Actions

Action 5.1: Greg to explore possibility of a virtual end of year exhibition for Arts students with DVCA and Lizzie Tongway.	New.
Action 5.2: Heba and Tom to send Prayer Room guidelines to Anandh.	New.
Action 5.3: Tom to create annual Senate meeting plan with key areas invited to update on a schedule.	New.
Action 5.4: Lucy, Tom and Jo to workshop the Camp St proposal.	New.
Action 5.5: Tom to get an update from Nina Fotinatos on new standards for S2 and the Senate an opportunity for feedback.	New.
Action 5.6: Olivia, Jo and Tom to workshop lecture timeframe proposal.	New.
Action 5.7: Representatives to discuss succession planning in Teams. Executive to develop strategy.	New.
Action 5.8: Tom to commence process for seeking and selecting Residential Advisors.	New.
Action 5.9: Lizzie and Marlee to discuss specific TAFE issue around an academic not setting clear deadlines and investigate which services to recommend to students.	New.
Action 5.10: Ayush to develop a proposal for the Senate to consider about CISA.	New.
Action 4.1: Tom will work with the Residential Advisor to create a list of issues, and give this to Greg. The Senate will review progress at the next meeting.	Item remains open to track progress. <u>See SS5.R9.</u>
Action 4.2: Marlee and Tom draft an updated Terms of Reference included residence representatives. Members to consider in Teams and vote on at next meeting.	Completed. Closed.
Action 4.3: Heba, Tom, Jo and Greg will workshop the prayer room and advisory committee proposal, providing an action plan to the Senate by the next meeting.	Completed. Closed.
Action 4.4: Sam, Tom, Jo and Greg will workshop the facilities proposal and provide an agreed action plan to the Senate by the next meeting.	Completed. Closed.
Action 4.5: Verana, Tom, Jo and Greg will workshop the policy proposal and provide an agreed action plan to the Senate by the next meeting.	Completed. Closed.
Action 4.6: Olivia to gather Senate feedback on the jogging track proposal, and report on the outcome of her meeting with Jason at the next meeting.	Completed. 4km running track being developed for Mt Helen. Closed.

Action 3.1: Ayush to work with Tom, Jo and Greg to hone the Professional Year proposal.	Completed. Closed.
Action 3.3: Saleem to work with Tom, Jo and Greg to hone the accommodation policy proposal.	Completed. Closed.
Action 3.4: Chaganti to work with Tom, Jo and Greg to hone the industrial visits proposal.	Completed. Closed.
Action 3.5: The Senate to consider the need for additional financial support and fee reduction once the new University financial support schemes have more chance to affect students.	Ongoing. Tracking this issue. See VC Letter in University update.
Action 3.6: Fiona to research parent room best practice guidelines and seek input from the Senate in Teams on a 'wish-list' of features for parenting rooms. Fiona to compile this information into a recommendation to Facilities.	Completed. Closed.
Action 2.7: Tom to invite International Admissions to update the Senate on the accommodation scholarships process and messaging for international students.	International residential scholarships under review. Greg to report. Ongoing.

Facilities Consultation Proposal

See SS5.R2 Facilities Senate Consultation Proposal

Agreed actions	Who?	Due date	Status
Discover how student-relevant facilities might be distinguished in existing systems and commence high-level discussion on how to seek Senate input as a matter of procedure in both: <ul style="list-style-type: none"> - Master-planning - Specific projects 	Greg with relevant facilities/leadership staff.	Senate Meeting 5: July 21 st	Ongoing.
Draft a process of consultation and documentation with Facilities, including a clear process to raise student requests.	Tom and Jo.	Senate Meeting 5: July 21 st	Completed. Closed.

University Residence Proposal

Agreed actions	Who?	Due date	Status
Follow up the specific case raised by Saleem Malik.	Jo van Son	22/05/20	Jo is handling this. Closed.
Undertake a project to increase up-front transparency for all applicants to student residences.	Jo van Son	Senate meeting 6, 18/08/20	Ongoing.

Professional Year Proposal

Agreed actions	Who?	Due date	Status
Investigate if the University has considered a Professional Year offering before, and outcome.	Greg Jakob	29/5/20	Greg to raise with Acting DVCA. Ongoing.
Consider if a pilot project is viable in light of prior University considerations.	Ayush, Greg, Jo, Tom	5/6/20	Greg to raise with Acting DVCA. Ongoing.

Industrial Year Proposal

Agreed actions	Who?	Due date
Create a survey to assess student satisfaction with existing industrial engagement offerings.	Tom Hodgson	Complete.
Deepak to draft an email to promote survey and send to Tom.	Deepak Chaganti	Complete.
Survey release and promotion.	Tom Hodgson	August 10
Desktop audit of existing industrial engagement opportunities, identifying gaps.	Jo van Son & Liana Brennan	SS7: July 21st

Prayer Room and Multi-Faith Advisory Committee

Agreed actions	Who?	Status
Identify prayer spaces across all campuses.	Heba Abdelrahman and Tom Hodgson.	Requested from Facilities. Ongoing.
Identify existing standards for prayer rooms and multi-faith committees at similar organisations.	Heba Abdelrahman.	Complete. Heba to provide to Facilities.
Liaise with Multicultural Services and Equity, and draft Multi-Faith Advisory Committee terms of reference.	Tom Hodgson and Jo van Son.	Meeting 8: Sept 15 th
Call for applications and launch Multi-Faith Advisory Committee.	Tom Hodgson and Heba Abdelrahman.	March 2021

Meeting Minutes

Marlee Bourke, Chair, opened the meeting at 5:00pm and gave an acknowledgement to country.

University update: Greg Jakob

Acting Deputy Vice-Chancellor Academic Professor Wendy Cross joined the meeting but had technical issues and was unable to give her planned update.

Greg gave an update on the University response to COVID-19. He overviewed the three-phase return to campus plan, which can be found detailed in University communications.

Greg explained the University was seeking to engage regularly and consistently with students, and asked the representatives to provide feedback to him anytime messaging was confusing or lacking.

Greg explained the University was focusing on picking up lessons from Semester One and improving online delivery.

Greg foreshadowed that he would be seeking guidance from the Senate on policy, and on building a new plan for the Student Experience area of the University.

Greg noted the considerable support still being offered by the University and the staff and community giving campaigns.

Lizzie Tongway, SMB Rep, asked about the End of Year (EYE) Exhibition for Arts Academy.

Action 5.1: Greg to explore possibility of a virtual end of year exhibition for Arts students with DVCA and Lizzie Tongway.

Facilities Consultation

Keith Caldwell and Anandh Ravi thanked the Senate for letting them join the meeting. They advised the Senate on the process for projects:

All projects start as ideas, then we form a business case. They will have a key sponsor. Then we go to fleshing out designs, implementation and after the fact we need to learn from our mistakes so we review. All these points are valuable times to get your input. You are the client, we value your feedback.

The biggest projects now are:

- The business school relocating to SMB
- Student HQ relocation at Mt Helen
- Gippsland master-plan consultation

Anandh also noted the review of parenting rooms and prayer rooms.

Action 5.2: Heba and Tom to send Prayer Room guidelines to Anandh.

Greg and Keith said the new process would be that Facilities report to the Senate several times a year about their work, so both sides have time to prepare.

Action 5.3: Tom to create meeting plan with key areas invited to update on a schedule.

Proposal: Camp St Parking

Lucy Payne moved the proposal, Lizzie seconded. **See SS5.R3.**

Lucy explained she was open to a range of solutions and understood it was a difficult problem. She said safety was a major concern with many students walking from Camp St after hours in the dark as they couldn't afford parking nearby.

Greg suggested an arrangement with the multi-story carpark in the city could also be explored.

Motion passed unanimously. Proposal to move to workshopping.

Resolution SS5/1/20: That the University pursue affordable parking options for Camp Street and SMB Campus students.

Action 5.4: Lucy, Tom and Jo to meet and workshop the Camp St proposal.

Proposal: Lecture Material

Olivia Carey moved the proposal, Marlee Bourke seconded. **See SS5.R4.**

Action 5.5: Tom to get an update from Nina Fotinatos on new standards for S2 and the Senate an opportunity for feedback.

The motion passed unanimously. The proposal will proceed to workshopping.

Resolution SS5/2/20: That the Senate support the proposal to require lecturers/course co-ordinators to have all lecture materials available to students at least one week prior to the next class.

Action 5.6: Olivia, Jo and Tom to workshop the lecture timeframe proposal.

Proposal: Succession Options

Tom talked through the paper, **see SS5.R5**.

Representative feedback:

- Could we include mentoring, at the group level maybe not one-on-one.
- This would reduce time-wasting between beginning and being up to speed on role.
- Strong consensus for value of transition mentors.
- Request for specific school boards advisor role also.
- Need for a PD to better understand advisors duties if deciding pay.
- Can we bring guests into portfolios and skill them up? Yes.
- We need *in time* training, not a bulk download.
- We need training for students at each point of progress, i.e. from member into executive.
- Janelle: Can we build handover in? Yes, October.

Action 5.7: Representatives to further discuss succession planning in Teams.
Tom and Executive to develop strategy.

Terms of Reference

See SS5.R6 & R7.

Discussion around the value of res students voting versus Senate selecting. Suggestion RAs pick amongst themselves, by vote if desired. This is not reflected in Terms of Reference (ToR) changes, which enable Senate to choose by vote. Though, Senate could choose to agree to RAs decision if this model is preferred. We could then change the ToR again to reflect this if it is preferred practice.

Motion passed: 14 for, two abstaining.

Resolution SS5/3/20: That the Senate approve the changes and adopt the new
Terms of Reference v5.

Action 5.8: Tom to commence process for seeking and selecting Residential
Advisors.

Member Reports

See SS5.R8.

Lizzie raised a specific issue brought to her by a TAFE student around an academic not setting deadlines for coursework.

Action 5.9: Lizzie and Marlee to discuss specific TAFE issue around an academic not setting clear deadlines.

Rasika asked about residence scholarships. Ainsley explained the former scholarships arrangement had been set up improperly and had to be reviewed. RAs will temporarily not get their scholarships until this is resolved, but instead will see discounts to their fees. She advised representatives to advise any student with confusion or trouble to contact the office.

Greg asked that these sorts of issues be brought to RAs, so they could raise them in their meetings. Greg suggested to representatives that, in general, specific issues should be sent through existing support systems, and their purview was systematic issues.

Melanie asked about temporary cameras on residence, which were supposed to be a stopgap solution until more permanent cameras could be installed. Greg said the cameras were not temporary so much as mobile – and Uni can keep them indefinitely.

Ayush and Gautam updated the Senate on their discussions with CISA, the international student association keen to form a connection with FedUni.

Action 5.10: Ayush to develop a proposal for the Senate to consider about CISA.

Other Business

The Chair, Marlee Bourke, declared the meeting closed at 7:25pm.

1. APPENDIX I: SENATE MEMBERSHIP

As of May 21st.

Name	Representative for
Althea Alpitsis	TAFE Board
Ayush Dahiya	Mt Helen Campus (HE)
Beau Frichot (Portfolio Chair)	Gippsland Campus
Bijay Neupane	Brisbane Campus
Lizzie Tongway (Portfolio Chair)	SMB Campus
Fiona Archer	School of Health and Life Sciences (UG)
Gautam Pal (Portfolio Chair)	International Students
Geeta Neralaselly	Academic Board
Hardeep Singh	Berwick Campus (Hardeep's term ends July 2020)
Harvinder Singh	School of Nursing & Healthcare Professions Board
Heba Adelrahman	Distance & Online
Janelle Moyes	Distance & Online
Jennifer Davis	Learning & Teaching Committee
Kyle Jackson	Aboriginal & Torres Strait Islander
Lachlan Francis	School of Education Board
Lucy Payne	Camp St Performing Arts
Marlee Bourke (Chair)	School of Arts Board
Chaganti Deepak	School of SEIT Board
Melanie Bellingham	School of Business Board
Saleem Malik	Research Committee (HDR)
Nadine Wilkinson	Gippsland Campus
Olivia Carey	Sustainability
Rasika Singla	Mt Helen Campus (HE)
Sam McKeegan (Portfolio Chair)	Sports
Sanjampreet Kaur	Clubs and Societies
Senim Genc	Postgraduate
Tanvi Mahajan	Berwick Campus
Verana Hunter-Raye (Vice-Chair)	Western Campuses (HE)

Student Representative Vacancies

- Western Campuses (TAFE/VET/VCAL)
- SMB Campus (1 of 2 filled)
- Camp St (Visual Arts)
- Mt Helen Campus (TAFE)
- Equity, Diversity and Social Inclusion
- School of Health and Life Sciences (PG)