

STUDENT SENATE

Subject	Student Senate Meeting 3/2021 (SS3)
Chair	Kyle Jackson (he/him)
Present	<p>Representatives: Ainsley Lindsay (she/her), Kyle Jackson (he/him), Aditi Suman (she/her), Courtney Dodson (she/her), Harpreet Kaur Rai (she/her), Geeta Naralasetty (he/him), Laura Benney (she/her), Olivia Carey (she/her), Verana Hunter-Raye (she/her), Janelle Moyes (she/her), Jalen Ong (he/him), Tristan Sicari (he/him).</p> <p>Guests: Teresa Tjia (she/her), Advisor; Tom Brooker (he/him), Executive Officer; Helen Cooper (she/her), Project Manager; Michael Ryan (he/him), Business Analyst; Lucinda Bilney (she/her), Health and Wellbeing Manager; Jeremy Smith (he/him), Appeals Committee Chair.</p>
Apologies	Sage Akouri (they/them), Gautam Pal (he/him), Lizzie Tongway (she/her), Heba Abdelrahman (she/her).
Absent	Tanvi Mahajan (she/her), Declan Hanrahan (he/him), Sam McKeegan (he/him).
Venue	Online, Microsoft Teams
Date	20 th April, 2021
Runtime	5:00pm – 7:00pm

Meeting Actions

1.1 Heather Marsh to provide a final report to the Senate on international student support in the context of COVID.	Closed. Tom will post in Teams.
1.3 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.	Ongoing.
1.6 Honour Code Working Group update.	Ongoing. Seeking new lead person.
2.1 Teresa will bring Sage, Lizzie, and Heba into a working group for student communications.	
2.2 Sage will write to the RAP Committee supporting the possibility of a clear University policy on the use of Acknowledgement to Country.	
2.3 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.	
2.4 Members to share any ideas in Microsoft Teams for training or PD opportunities they might be interested in.	Ongoing. Tom will continue to update Senate about training for 2021.
3.1 Tom to encourage reps to step up as Chairs in portfolios.	
3.2 Tom and Chair to discuss a session on 2020 student surveys. This could occur within the next Senate meeting or another format.	
3.3 Tom to seek further feedback on the suggestion that all representatives join the Appeals Committee pool by default in Teams.	

Proposal & Project Tracking

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.	Due SS4, 2021.

Industrial Year

Agreed actions	Status
Careers staff to provide an update on the implementation of the recommendations generated by the industry engagement audit.	Due SS3 2021.

Prayer Room and Multi-Faith Advisory Committee

Agreed actions	Status
Tom to meet with Heather Marsh and draft Multi-Faith Advisory Committee Terms of Reference.	Complete.
Call for applications and launch Multi-Faith Advisory Committee.	Due SS4, 2021.

Booklists

Agreed actions	Status
Tom and Teresa to provide detail on existing policy and procedure around timely provision of booklists.	Complete.
Ask Dean, Learning and Teaching to explain why the problem occurs and what steps the University is taking to resolve it.	Due SS4, 2021.

Pricing

Agreed actions	Status
Teresa to investigate the cause of the discrepant pricing by campus and report back to the Senate workshop group.	Complete. University will move to a single supplier for all campuses.
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.	Due SS4, 2021.

Meeting Minutes

Olivia Carey, Chair, and **Verana Hunter-Raye**, Vice Chair, were unavailable.

Kyle Jackson, representative, stood in as chair and opened the meeting at 5:10pm.

The meeting was unable to achieve quorum. With the consensus of members, meeting was run in 'committee mode' where no decisions or votes could be taken, but discussions could still proceed. A recording of the meeting was made available for absent members.

Kyle welcomed the members and gave an Acknowledgement of Country.

Senate Advisor update

Tom Brooker, Senate Executive Officer, gave an update about professional development opportunities for the Senate based on suggestions from the representatives.

Tom advised he had created guidelines for staff supporting students on University committees and would supply this in Teams and seek Senate feedback.

The current round of Senate applications for Brisbane and Residence roles has attracted no applications. Tom requested members assist by speaking with students who might be suitable.

Tom advised he would be speaking with un-chaired portfolios to encourage representatives to step up to these roles.

Action 3.1: Tom to speak with un-chaired portfolios and encourage reps to step up as Chairs.

Jalen Ong and **Tristan Sicari** will be running a forum for School of Arts. Tom encouraged representatives to consider running their own to gather feedback.

Tom requested representatives interested in joining the University's Health & Safety Committee to contact Didier Leclere: d.leclere@federation.edu.au

Senate Advisor update

Teresa Tjia gave an update on University-wide matters.

The University is going to continue to offer flexible study arrangements as students return to campus. Students should be able to choose if they study in person or online as suits their needs.

Face-to-face graduations have resumed.

Teresa Tjia was 'interim' in her role, has recently been confirmed ongoing.

Teresa is interested in face-to-face workshops with students to capture your ideas and thoughts to identify ways we can innovate and improve student experience.

Action 3.2: Run a session to talk about the 2020 QUILT Student Experience and Graduate Destinations Surveys. This could occur within the next Senate meeting or another format. Tom to discuss with Chair and Teresa.

Proposal: Camp St res security & Ballarat res representation

See SS3.R2 Proposal – Camp St Residence Staircase & SS3.R3 Two Res Reps for Ballarat

Tristian Sicari shared two proposals with the Senate.

Security on Residence

Tristian advised that installation of a gate on the external staircase commenced today. He withdrew his motion as no longer necessary, and thanked the University for the quick response.

Didier Leclere, Manager of Risk, Health and Safety, updated the Senate about the matter. He advised that the staircase was designed as an emergency exit in case of fire. Fire safety and building security are often well-intentioned areas that conflict and a balance must be struck.

He believes the new gate securing the staircase will deter casual trespass on a whim, but not those particularly committed to accessing University roofs and spaces. He noted sometimes people interested in parkour climb onto the University roofs on that campus and such structures do not deter them.

Didier detailed the current Security team routine on Camp St, which includes particular emphasis on the staircase. Didier asked representatives to pass on any further feedback – positive or negative – about security matters and the work of the security team.

Two Ballarat Residence representations

Tristan proposed creating two Ballarat residence positions to improve representation across the different residences within the city.

Ainsley Lindsay disagreed. She argued within the 2021 Senate there was already coverage of three residence sites within Ballarat. Furthermore, if the Senate is already having difficulty filling the existing roles, would making more help?

Kyle Jackson said he did not see any issue with the proposal. He suggested if new roles are not created, then the residence representative for Ballarat should be encouraged to visit all residences during their term.

The Senate was unable to proceed to a vote on this proposal due to a lack of quorum and may continue to discuss the matter in Teams.

Residence area update

Lucinda Bilney, Manager Health and Wellbeing, gave an overview of the Student Residence area. In 2020, the CampusLife area was dissolved with Lucinda's Health and Wellbeing team taking over engagement and wellbeing matters in Student Residence and the administrative and business side moving to the Registrar/Administration area.

Lucinda's team have decided on a philosophical change in the approach to service delivery. They seek to enhance the student voice, and offer experiences guided by what students say they want. Lucinda said she felt great work had occurred since 2020, but there was a lot left to do and she thanked the students for their patience. She also thanked the student clubs, Senate, and res mentors for their passion and patience. She asked them to remain involved and active in providing feedback about what was and wasn't working on residence.

Health and Wellbeing team are keen to imbed services within residence, like counselling. Their aim is to create res as a place where you want to be to learn and experience things you wouldn't otherwise be exposed to.

Lucinda invited any student to email her directly to provide feedback on what the University is doing right on res and what they could do better: l.bilney@federation.edu.au

eExams: discussion of issues and considerations

Helen Cooper, Project Manager, and **Michael Ryan**, Business Analyst, introduced the University's eExams project. They gave an overview of the rationale for moving to online exams, benefits and areas of concern. They invited representatives to provide feedback and ask tough questions about the system.

Kyle Jackson suggested students would seek to 'break' the system and asked if testing would be run to check workarounds. He suggested several ways the system could be cheated.

Michael acknowledged this difficulty, including that YouTube alone offered several videos that claimed to show workarounds to such systems. The company assures them these workarounds have been resolved. He agreed their own testing would be essential.

Janelle Moyes expressed a preference for paper exams. She noted the advantages to being able to flick back and forth, and that she didn't see the case for online exams. She also noted that typing speed versus writing speed can be a significant barrier for some people. She argued that online exams could also represent further erosion of limited on-campus teaching, which is essential in certain courses such as Nursing.

Helen agreed that the idea case for online exams was limited to certain course and circumstances – for example courses offered fully online - but that uptake of this new system would be left to academics and Schools to determine. She noted that she and Michael would be speaking with the Disabilities team about learning impacts, and thanks Janelle for her suggestion about typing speed as a barrier to access.

Helen and Michael advised the feedback provided by students would continue to inform their project. They thanked the representatives for their valuable feedback and advised they would return to the Senate with another update based on the rep's questions.

Calls for reps on appeals committee

Jeremy Smith, Appeals Committee Chair, explained the role of the Appeals Committee and the role of elected student representatives on the committee. He invited all representatives to join the pool, so they might be contacted and invited to participate. He noted the superb contribution made by representatives in previous years.

Tom Brooker proposed all representatives enter the pool by default, rather than opt-in. They can decline to attend all or any sessions as suits. He noted, however, the appeals are very stressful for the student appellant and that if representatives commit to attend it is important they do so – or give apology with sufficient warning to the Chair in case they cannot. It is very stressful for the appellant if the appeal must be moved.

Tom also noted the Discipline Committee had a similar system, but rarely meets, and all representatives are opted-in for this committee.

Action 3.3: Tom to seek further feedback on the suggestion that all representatives join the Appeals Committee pool by default in Teams.

Reports

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

Aditi Suman noted the rise in price for Student Residences. International students have difficulty paying this and balancing study and work commitments. Tom suggested she take this feedback up with Lucinda Bilney and inform the Senate of Lucinda's response.

Ainsley Lindsay proposed an event management system for Student Engagement to assist students when organising University events. She has raised this feedback with Student Engagement team.

Courtney Dodson requested extra classes be offered during the summer semester and will talk to her School staff about this. She also proposed an environmental club for Federation University. She is speaking to interested students and Engagement about this.

Janelle Moyes noted the great work occurring in her robust and active Student Support and Inclusion portfolio.

Laura Benney noted the success of her Education students meeting, despite low turnout. The event will continue in future years and she hopes by moving the time, more students will attend. A recording of the event is available for all SoE students on Moodle.

Kyle Jackson will lead a tidy up of the Mt Helen Senate Office. He will post a time in Teams for other representatives to join him.

Ainsley Lindsay asked if the Residence portfolio could still run without residence representatives. Tom said this was fine.

The Chair, Kyle Jackson, declared the meeting closed at 6:50pm.
The next meeting will be 5pm, May 18th 2021.

APPENDIX I: SENATE MEMBERSHIP

 As of April 1st, 2021: 36 roles, 19 occupied, 17 vacant.

Name (pronouns)	Representative for
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 (she/her)	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
Sam McKeegan (he/him)	Sports
Olivia Carey (she/her)	Sustainability
<i>Vacant</i>	TAFE Board