



MACQUARIE UNIVERSITY STUDENT REPRESENTATIVE COMMITTEE

Minutes of a meeting of the Student Representative Committee (SRC) held at 6.00pm on Monday 12 October 2020 via Zoom.

PRESENT:

Jayden Whaites (Meeting Chair)	Jade Quisumbing
Alex Cullen	Jane (Thi Minh Tam) Tran
Alex Hablutzel	Jarod Cunningham
Ateka Rajabi	Laura Middleton
Daniel Roberts	Maria Koutsouklakis
Emily Ward	Neenah Gray
Georgia Weeden	Shlomie Bension
Ibrahim A Ibrahim	

APOLOGIES:

Hannah Reeve	Shubham Agrawal
Liz Vrazas	Susannah Lynch-Vaughan
Marlene Khouzam	

ABSENT:

Angus Webber	Anna Cheng
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IN ATTENDANCE:

- Professor S. Bruce Dowton – Vice-Chancellor and President
- Professor Mariella Herberstein – Deputy Vice-Chancellor (Academic)
- Kylie Ebert – Director, Student Life
- Lilia Draganov – Senior Manager, Student Life

SECRETARIAT: Xuan Luu (Office of Student Life)

1. ACKNOWLEDGEMENT OF COUNTRY

The Chair confirmed that the meeting was quorate and opened the meeting at 6:09pm by inviting Ateka Rajabi to acknowledge the traditional custodians of the land and pay respects to Elders past, present, and emerging.

Action: *Neenah to provide the Acknowledgement of Country at the next SRC meeting, to be held on Thursday 3 December 2020.*

2. WELCOME AND APOLOGIES

The Chair welcomed members and noted that apologies outlined above. The Chair noted that Susannah was unable to chair the meeting due to personal reasons, and Jayden had agreed to chair in Susannah's place.

The Chair noted that in addition to the members, the following were in attendance/expected to be in attendance at the meeting:

- Professor S. Bruce Dowton – Vice-Chancellor and President
- Professor Mariella Herberstein – Deputy Vice-Chancellor (Academic)
- Kylie Ebert – Director, Student Life
- Lilia Draganov – Senior Manager, Student Life

3. PRESENTATIONS BY INVITED GUESTS

3.1 PIR survey relating to recognition of student members of University governance groups (Academic Senate and Faculty Boards)

Presented by: Leanne Freame (Postgraduate Coursework Student Member, Academic Senate)

Leanne provided a presentation on a current project relating to student representation, specifically focusing on partnerships with, and recognition of, student members of the Academic Senate and of Faculty Boards across the University. The project started in 2017, looking at how student representatives are supported in their roles and recognised for their service and contributions at the University. Initial outcomes have included AHEGS recognition, mentoring opportunities, and professional development programming.

The current steps include a survey relating to how support can be better provided for student representatives across the University, and Leanne outlined it would be great to have SRC participation in this survey.

Xuan asked Leanne for the best method for contact if any SRC members have questions or concerns relating to the survey. Leanne confirmed student e-mail to be the best point of contact.

Action: Xuan Luu to circulate Leanne's e-mail address to SRC members following this meeting.

3.2 Coursework suite changes for 2021

Presented by: Professor S. Bruce Dowton (Vice-Chancellor and President) and Professor Mariella E. Herberstein (Deputy Vice-Chancellor – Academic).

SRC members will have seen information about changes decided for the University's coursework in 2021, including resting some parts of the curriculum suite. This comes about because (1) the pressures the University is under as a result of COVID-19, and (2) a sequence of changes occurring over several years to the curriculum starting with MQ2020.

The decision has been made to rest a number of courses, majors, or specialisations advertised to 2021 prospective and commencing students. Nothing has been permanently cancelled; it is too short a timeframe in which to do that. The Vice-Chancellor acknowledged much uncertainty in relation to how the University will travel in 2021.

The important thing to do is look at the whole University – including to examine, using data as far as we possibly could, the viability of courses. There were sets of data identified across the University relating to courses, specialisations, or majors with thin enrolments. This information was provided to Executive Deans, who could then mount cases for why some offerings should not be rested. All cases put forward have been honoured by the University.

It is expected that three per cent of students will be affected at course level, and up to eight per cent of students will be affected at major, course component, or specialisation level. Work is now under way by Deans and Colleagues in Faculties to determine how things can be amended – the goal is to avoid losing specific components of parts of offerings, which is a key part of effective pedagogical planning practice. This includes preventing intake into rested courses and majors for 2021, as well as working with students individually to establish teach-out plans.

Question from Alex Cullen: *You say three per cent of students are affected. How are you working with students who are affected? How many e-mails will they receive? Will they be grandfathered? Exactly how are students getting care and support?*

The same approach will be taken as with MQ2020 – personalised care, working out what each student needs, and so on. This was reasonably achieved with MQ2020. Outcomes and feedback include only nine formal complaints relating to the transition. Currently, it is too early to send out information; Faculties need to settle their offerings so that we can send out accurate and detailed information to students.

The Vice-Chancellor remarked that the University was on a trajectory to see the return of international students in Session 2, 2020. Now, there is more of a prediction of a small pilot – that is also not necessarily possible – for potentially the first half of 2021. Working with students means different approaches for different people, particularised to each student. It should also be noted that the University rests coursework offerings every year – it is a part of how the University works. For instance, if a Professor goes on study leave or on sabbatical, their teaching offerings are not offered during that period of time.

Question from Jayden Whaites: *To confirm, if someone is enrolled in a Mathematics degree, for example, and that's a degree being rested, what will happen?*

This is an interesting case as the University did not have a degree in mathematics in 2019; it was put forward a part of MQ2020, while we also have a mathematics specialisation in the Bachelor of Science. The intention may be to teach out students enrolled in the Mathematical Science degree, however this is not concretely the solution; the Deputy Vice-Chancellor (Academic) is not most comfortable speaking decisively on behalf of the Faculty in relation to their solution.

Question from Jayden Whaites: *With MQ2020, there were delays and hiccups in terms of timings for students enrolling in their subjects for each semester. With the current changes in mind, what sort of timeframes will students have to plan their 2021 academic year?*

A key focus is on ensuring academic staff have enough time to re-work their units and other coursework offerings if need be. There is recognition that many students may not enrol into their 2021 units until the New Year anyway, and this therefore gives more time.

Question from Alex Cullen: *Quick comment. For students, a big challenge has been the stress that the uncertainty causes. When there's a lack of certainty about what will be offered, it weighs on students and compounds impacts of COVID-19, etc. Misinformation adds to the*

problem. Knowing what units will be affected and where the impacts are will help with clarity. How will the University ensure quality teaching and a quality student experience?

The University cannot remain its size with reduced finances, and this means Macquarie will need to be a smaller institution. There will be less students enrolled. We have learned how to exist and operate online very fast with deep experience, particularly given some areas of the University have been doing this work for over 10 years. One example is the Faculty of Arts. This has been at scale throughout Session 1, 2020, and we continue to learn how to improve. It is predicted the University will need to remain in online mode – particularly for large lecture-style classes – at least for the period of Session 1, 2021.

Question from Maria Koutsouklakis: *For students currently enrolled in a programme that includes elective units, what if their intention is to apply for recognition of prior learning?*

The Deputy Vice-Chancellor (Academic) acknowledged that this is a very technical question and requested to take this offline in order to discuss further with Professor Sean Brawley – Pro Vice-Chancellor (Programs and Pathways).

Following this meeting, any further questions can be e-mailed to vc@mq.edu.au for the attention of the Vice-Chancellor, or to dvca@mq.edu.au for the attention of the Deputy Vice-Chancellor (Academic).

Action: Xuan Luu to circulate the above e-mail addresses to SRC members following this meeting.

4. ARRANGEMENT OF AGENDA

4.1 Disclosure of conflicts of interest

The Chair called for members to disclose any conflicts of interest. There were no statements of conflict of interest declared.

4.2 Adoption of unstarred items

Resolution: *The Student Representation Committee resolved that the item not starred for discussion (Item 7.1) be noted, and where appropriate, adopted as recommended.*

5. MINUTES OF THE PREVIOUS MEETING

5.1 The Minutes of the previous meeting held Thursday 19 September 2020 were provided.

Resolution: *The minutes of the SRC meeting held Thursday 19 September 2020 were confirmed and approved as a true and accurate record of proceedings.*

6. BUSINESS ARISING FROM THE PREVIOUS MINUTES

6.1 Summary of Outstanding Action Items

The Committee noted updates on the following actions:

Action area	Comments/Status
Condemnation of university fee increases	No longer applicable.
Student consultation and changes to the SRC Constitution	In progress.
Funding for Mental Health Month activities	Kimberly La noted that \$10000 was dedicated and approximately \$4000 was leftover, with suggestion this be discussed as part of Other Business.
Book Fair update	Ateka Rajabi provided an update – Ateka and Jarod coordinated the stall with lots of time to talk to students. Students greatly appreciated free textbooks. It was decided that the remaining books would be given to the Philanthropy Club, and otherwise to charity. Kylie Ebert noted that if nobody objected and members deemed it reasonable, the Student Engagement team could help with this.
CISA membership	Not applicable.
MUBAC grant application follow-up	Alex Cullen and Jarod Cunningham have spoken to Lilia Draganov about this. Student Engagement are to discuss what can be done to assist the student group. The SRC was not in a position to provide funding support as it was the day before. No further update otherwise.

7. UPDATE FROM SRC TREASURER

7.1 SRC August 2020 SRC and PG Grant Expenditure Reports

The Committee noted the SRC remaining budget

Resolution SRC 20/xx:

The Student Representation Committee resolved to note

8. UPDATE FROM SRC SPOKESPERSON(S)

There is a media request in the SRC inbox relating to impacts of COVID-19 on study. There is also a request from a student in relation to communication with information about daylight saving. Other than this, most communications relate to the SRC's promotion of the upcoming pitch competition, Wellness Week activities, etc. There is otherwise not too much going on from a spokesperson viewpoint.

Question from Shlomie Bension: *Is there an iLearn alert for students to advise that daylight saving is coming up?*

Lilia Draganov commented that this was added to the iLearn page – this can be located before a student navigates to the specific sites for their units this teaching session. Kylie Ebert commented that this is a reminder for Student Life to reinforce to students that daylight saving also changes examination times. Jarod Cunningham suggested e-mailing all students with this information.

Action: *Kylie Ebert to follow up with colleagues in Student Administration with respect to provision of information for students about daylight saving and associated implications for examination times.*

9. REPORT FROM UNIVERSITY COUNCIL

The University Council has not met since the last SRC meeting.

10. REPORT FROM STUDENT EXPERIENCE COMMITTEE (SEC)

The Student Experience Committee has not met since the last SRC meeting.

11. AGENDA ITEMS FOR DISCUSSION

11.1 Review of the SRC Constitution and Associated Instruments

This paper, submitted by Alex Cullen (SRC Treasurer), was noted.

So far, as noted, a discussion and consultation paper has been devised and circulated to key stakeholders. Meetings have been held with Governance and Student Life teams to discuss a number of items. Running parallel is the Student Life proposal for an external strategic review of the SRC and its performance.

The review requires meaningful exercises. Amendments are need to both wording and expression. This work is greater than anticipated, and so an amended timeline is needed. We don't want to solve all the problems with this review, but we do want to set the next SRC up with a clear, easy-to-read document that can support their work.

A progress update is required for the next meeting of the Student Experience Committee, including a recommendation that outcomes of a comprehensive review of the SRC Constitution and Associated Instruments be presented at the first meeting of that Committee in 2021.

Alex Cullen is happy to provide an update at the next SRC meeting, and to work jointly with Student Life on relevant papers to submit for tabling at the next meeting of the Student Experience Committee. As this work is ongoing, forward feedback from SRC members is welcome, and time can be made to discuss any issues or concerns.

Kylie Ebert commented that we will need to establish who is responsible for the re-drafting of the Constitution, as this is not the responsibility of the SRC. Clarity is needed from Governance Services and the Office of General Counsel – it is likely the latter would take on the re-drafting.

11.2 Walanga Muru Deadly Ball – the Lesa Parker Award

This paper, submitted by Neenah Gray (Aboriginal and Torres Strait Islander Students' Representative), was noted.

The Walanga Muru Deadly Ball is coming up soon, and decisions are being made on a date and further arrangements. The Indigenous Student Association (ISA) reached out to Neenah to ask if the STC could help fund the Lesa Parker Award. Lesa Parker passed away in 2020 and was such a wonderful member of the Aboriginal and Torres Strait Islander community.

The ISA has donated to Lesa's daughter's ongoing expenses, and in so doing decided to create the award. There are two awards, with \$250 allocated to each award, totalling \$500.

Neenah commented that Walanga Muru are still in the process of getting relevant papers to Neenah in relation to the Deadly Ball, and there is some uncertainty about how much extra is being asked for. Neenah can obtain further information via the usual grant application process – Walanga Muru are to fill the application in.

Kylie Ebert reminded SRC members that the SRC Treasurer holds a delegation of authority up to a certain amount of funding that can be approved out-of-meeting, and recommended a circular motion.

Action: *Neenah Gray to follow up with Walanga Muru.*

Resolution: *The Student Representation Committee resolved to fund the Lesa Parker Award for the amount proposed (\$500). Moved by Neenah Gray, seconded by Ateka Rajabi. Thirteen (13) votes in favour, one (1) abstention. Motion passed.*

11.3 ISA Funding – Re-branding promotion and celebration

This paper, submitted by Neenah Gray (Aboriginal and Torres Strait Islander Students' Representative), was noted.

Several months ago, the ISA re-branded by (1) removing the 's' from 'Students' in the Association's name, and (2) adopting a new logo. The logo was designed by the amazing artist who also designed the artwork in the new Arts Precinct. Part of the celebration of these achievements includes care packages for dedicated ISA members.

Everything is laid out in the budget within the paper submitted. This would only amount to approximately \$3000, and care packages include exciting items such as T-shirts.

Ateka Rajabi, Shlomie Bension, and Jayden Whaites expressed strong interest in T-shirts if they are available.

Resolution: *The Student Representation Committee resolved to fund the care packages in line with the budget provided. Moved by Neenah Gray, seconded by Ateka Rajabi. Thirteen (13) votes in favour, one (1) abstention. Motion passed.*

12. UPDATE FROM SUBCOMMITTEES

12.1 Equity and Diversity (E&D) Subcommittee

The Committee noted the E&D Subcommittee hope to meet next month in November, before the SRC meeting in December.

12.2 Infrastructure Subcommittee

The Committee noted no new updates from the Infrastructure Subcommittee.

12.3 Marketing and Communication Subcommittee

The Committee noted the Marketing and Communication Subcommittee has not met since the last SRC meeting. Ateka Rajabi coordinated the first Instagram takeover, with further takeovers pending. There is also potential involvement with other student content creators who develop content for the University's main social media channels. Ateka recommends takeovers as this enables faces to be put to the SRC membership.

12.4 Student Elections Subcommittee

The Committee noted the dependency of this Subcommittee is on progression of the Review of the SRC Constitution and Associated Instruments.

12.5 Student Services and Amenities fee (SSAF), SRC Budget and Finance Subcommittee

The Committee noted this Subcommittee has not met since the last SRC meeting. Jarod Cunningham confirmed there is no update.

12.6.1 September to October 2020 Grant Applications

It was initially noted that there were no grant applications for the September to October 2020 period, however this would be double-checked with Student Engagement and covered again in the December meeting of the SRC.

13. QUESTION TIME

13.1 **Question from Maria Koutsouklakis:** *At the last SRC meeting, I put forward thoughts on a couple of initiatives for work readiness programmes for undergraduate students and professional development programmes for postgraduate students. I've had conversations with the Careers team. I have third party contacts for coaching, lunch and learns, and other things through different modalities. Which department could run this?*

Kylie Ebert commented that the Incubator are already funded in part by the SRC and their programme is very successful. Kylie updated SRC members on the University's Operating Plan, including the existence of Program Boards (such as the Students First Program Board). As part of Students First, there is a stream relating to Employability. The group is only now finding its feet.

Employability needs to be covered within and outside the classroom. There will certainly be significant changes to student services and programmes outside the classroom in 2021. Kylie

hopes the SRC would have a strong voice on this up to the Vice-Chancellor by way of the SRC Executive team.

Kylie Ebert suggested Maria make contact following this meeting to discuss the proposed programming further. Kylie requested an evidence-based proposal that identifies gaps, outlines the proposed programming, and addresses how the programming will help to fill some of the gaps identified.

Action: *Maria Koutsouklakis to lead the SRC proposal on this programming.*

13.2 **Questions from Jayden Whaites:**

- *Based on conversations with Christian Renford, facilities are open to university clubs, however none of these are visible on the Events Portal for student clubs to select.*
- *Are the Student Group Awards going ahead this year?*
- *With the COVID-19 case on campus recently, are there any changes on restrictions for students or clubs?*

Kylie Ebert noted that the Central Courtyard building project is progressing well, expected to be available in February 2021 along with the new student accommodation facilities. This will have a whole lot of new student spaces, teaching and learning spaces, and social spaces.

Lilia Draganov commented that under current circumstances, it is difficult to do anything on campus, and therefore the only option would be to conduct the Student Group Awards online.

Kylie Ebert noted that the COVID-19 case on campus was a very contained matter – it was a person completing a teaching and learning activity on campus. They did not make use of the gym and were only outdoors. Kylie commented that protests and other events need to be conducted in a COVID-safe way. When these reach a certain threshold, they become outside the University's powers. It should be noted that posts on social media about these sorts of things can be monitored by NSW Police.

Action: *Lilia Draganov to discuss with the Student Engagement team a way forward for the Student Group Awards in 2020.*

14. **OTHER BUSINESS**

14.1 **Schedule of SRC meetings for 2021**

Feedback from the group is needed in relation to SRC meetings for 2021.

Action: *Xuan Luu to request SRC members' feedback on possible SRC meeting dates for 2021.*

14.2 **Suggested funding for exam activations and 2021 student wall calendars**

Kimberly La and Jayden Whaites are to meet with Cassie Khamis (Orientation Program Manager, Student Life) in relation to exam activations for Session 2, 2020. These activations could focus on mental health, provide coffee, and similar – and the SRC could support this in some way.

It was suggested that a circular motion be put forward in the next week or so, given the next SRC meeting is not until December.

15. MEETING CLOSE

There being no further business, the meeting closed at 7:51pm.

16. NEXT MEETING

The next meeting of the Student Representative Committee will be held on Thursday 3 December 2020. Agenda items are due by Thursday 19 November 2020.

CONFIRMED as a true record.

JAYDEN WHAITES
STC ASSISTANT CHAIRPERSON (ACTING CHAIR FOR THIS MEETING)

SUSANNAH LYNCH-VAUGHAN
SRC CHAIRPERSON

CHAIR APPROVED