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## CRC 1 Minutes

Tuesday, 23 February 2016

ANUSA Boardroom

**Appendix A:** CRC1 Agenda, including reports and other reference material

**Appendix B:** Joint Colleges of Science Representatives' Report, tabled at the meeting

### Item 1: Meeting Opens and Apologies

Meeting opens: 6:08pm

Apologies received from: Stephen Yates

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### Item 2: Minutes from the Previous Meeting

As this is the first CRC meeting of 2016, there are no previous minutes.

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### Item 3: Executive Reports

#### 3.1 President's report (B. Gill)

- Report taken as read
- Flagged course rep policy review – will be in touch with college reps in the coming weeks
- To be in contact with College Deans re: results of online survey
- School of Culture, History and Language discussions ongoing – see CAP report
  
- Q (Raqeeb): what are we hoping to achieve from course rep policy review?
  - To determine whether there is consistency in the systems across colleges
  - Articulating issues that course reps can deal with and mapping out process
  - Developing training manuals re: how to be an effective advocate
  
- Q (Jed): What proportion of students are in the Honours Roll and how many Honours students at ANU?
  - Official answer after census date, but at the moment only 120 enrolled in the Honours Roll program, predominantly from science disciplines
  - Notice of program sent out to Assoc. Deans of Colleges and Honours convenors
  - Seeking broader engagement
  
- Q (Cam): what are the lines of communication between course reps and college reps / ANUSA?

- A: that's what we're trying to find out more about – establishing who is responsible for what, improve communication

**Motion:** that the President's report be accepted.

**Moved:** Caitlin

**Seconded:** Raqeeb

**Status:** Passed

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### 3.2 Vice President's report (C. O'Doherty)

- Report taken as read
- Academic appeals: teaching quality in the CBE is a major issue
- Q (Tess): people have made basic transfers but didn't realise the impact on their other degree. Can ANUSA do anything to raise awareness about this potential issue?
  - Biggest issue is that there is no consistency in the advice given to students across the colleges; painful process to get things in writing
  - Quick fix solutions but no structural response from the uni – we're trying to streamline this process, minimise unnecessary stress
- Q (Supriya): Can we move to have mandatory written advice from colleges?
  - I always advise students re: transfers and course credits to get things in writing
  - They can get it in writing, they just need to ask
  - We are pushing for this to become mandatory
- Q (Jed): Are colleges allowed to refuse to write down advice?
  - As far as I am aware, no. I haven't heard of this happening
- Q (Zac): Is this an issue across all colleges? Growing issue?
  - Definitely an increasing issue because of big changes to a lot of courses in 2015 (esp. in CASS)
  - Issue because state of flux in courses and programs

**Motion:** that the Vice President's report be accepted.

**Moved:** Amanda

**Seconded:** Ben

**Status:** Passed

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### 3.3 Education Officer's report (P. Leigh)

- Report taken as read
- Preliminary meetings with NUS office bearers and executive as a knowledge-sharing, information-gathering exercise, nothing binding on ANUSA
- Q (Raqeeb): potential campaign with the electoral commission – is there anything more about this?
  - 2 elections in the ACT this year but many students not registered locally – awareness campaign around the issue of re-enrolment

**Motion:** that the Education Officer's report be accepted.

**Moved:** Caitlin

**Seconded:** Clodagh

**Status:** Passed

[The Chair passes to Peta to allow Sam to give his report]

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### **3.5 General Secretary's report (S. Duncan)**

- Report taken as read
- Moving forward, Sam would like to hold SRCs and CRCs in Fellows Theatre – cannot get them consistently there until semester 2, but in the meantime meetings will be held here
  
- Future of communication
  - Raqeeb and Sam have discussed the way that ANUSA communicates with its students
  - There is potential, for example, for our meetings to be recorded and uploaded to Echo 360 – these are interesting ideas that we should discuss
  
- Gen rep information packs are now available and should be picked up tonight
- Happy to fill anyone in on attendance requirements
- Sam wants to flag electoral reform as an issue that needs to be discussed early
  - Proposes that those who would like to be a part of that discussion to email Sam to form part of a working group as soon as possible
  - Would need to come to a determination about how the proposal would look by week 7, so that consultation could be taken on board by week 9 and put to a vote in week 10 at an OGM

**Motion:** that the General Secretary's report be accepted.

**Moved:** Kat Carrington

**Seconded:** Daniel Wang

**Status:** Passed

[The Chair passes back Sam]

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## **Item 4: College Representative Reports**

### **4.1 College of Arts and Social Sciences (S. Benjamin and K. Carrington)**

- Report taken as read
- Working on engaging schools across the College, particularly those traditionally on the fringe of the college
  - Particularly working on our relationship with Art and Music
  
- Mentoring program trialled with School of PolS and IR, working with our Associate Deans
  
- Q (Raqeeb): who is going to pay for mentoring program

- Probably us, some support from CASS. Very early days, no proposal yet
- Aiming to put trial in place by S2
- Discussing whether mentors will be paid
- Draft proposals available – email [sa.cass@anu.edu.au](mailto:sa.cass@anu.edu.au) for more info
- Q (Cam): Re Arts Week, which clubs are engaged?
  - [Answer not noted, apologies – follow up with CASS Reps]
- Q (Raqeeb): how does school representative review tie in with course rep review?
  - We will let Ben take the lead on course rep review and see how this will tie in; looking to get the minutes of course rep meetings as well

**Motion:** that the CASS Representatives' report be accepted.

**Moved:** Amanda

**Seconded:** MacCallum

**Status:** Passed

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#### 4.2 College of Asia Pacific (H. Roberts and C. Yen)

- Taken as read
- Organising first year camp, with a big question on how we can get information to first years
- Big focus on spreading the word about the CAP students centre – 2 room communal space in Coombs
  - Study, hang, event space
  - Launch party attended by ~40 students yesterday (Monday)
  - We will hold our consultation hours in that space on 1:30 – 2:30pm on Wednesdays
- Responding to review of School of Culture, History and Language
  - Review ongoing over the past 6 months – school is \$3m in debt
  - Concerns raised by Higher Degree Research (HDR) students
  - We attended a meeting with Dean of CAP and Marnie Hughes-Warrington
  - Outcome: holding a forum for students to question the Dean and other senior staff about what the review means for them, air concerns, dispel myths
  - Date for forum not yet set – report not yet sent to us. We will keep you posted
- O-Week – working with CAP-related C&S through Facebook to arrange collaborative events, led by executives
  - Idea: to overcome any segregation in the college, improve cohesion and collaboration
- Q (Raqeeb): what was the report that was supposed to come out today?
  - A: over the last 16 months, ongoing internal review of CHL, plus external review conducted by international body to review functioning of school
  - Culminated in change management plan – concrete proposals and timeline
  - Report due to be released this week, then consultation period, with changes to be released some time this term

- Q (Clodagh): Congratulations on your work with CHL review!

**Motion:** that the CAP Representatives' report be accepted.

**Moved:** Cam

**Seconded:** Lauren

**Status:** Passed

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#### 4.3 College of Business and Economics (B. Lee and L. Liu)

- Report taken as read
- Apologies for submitting first year guide late
- First year camp – issues with mentors dropping out late
  - In contact with new mentors to take over
  - Sales of tickets promoted at ISD welcome party, sales boosted
  - No funding yet received from CBE and no confirmation of decision – college still in discussion
  - Very reluctant to fund event because of concerns with serving alcohol
- Linda attended first CEC meeting; discussion points in agenda
- Mid-Sem exams – no student support for abolishing mid-sem exams, so it looks like these will be restored
- Tutoria: last year's CBE rep recommended this to us; Eamon eager to introduce this into the CBE (see agenda for more)
  - To be used as an external source for students
  - Provides the content for students, not strictly speaking a tutoring service
  - For-profit organisation so need to check the policies before we support it
- New CBE societies
  - Actuarial Society and ANU Consulting Society
  - Planning to meet with relevant presidents and discuss collaborative events this year
- Q (Raqeeb): please explain Tutoria – is it an advertisement or are we just meant to be aware that the company is trying to break into the market?
  - A: The latter – because it is a for-profit thing, the CBE is considering whether to approve it

**Motion:** that the CBE Representatives' report be accepted.

**Moved:** Arlene

**Seconded:** Clodagh

**Status:** Passed

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#### 4.4 College of Engineering and Computer Science (C. Macleod and A. Mendoza)

No report presented to the CRC, but the CECS Representatives flagged the following:

- First year camp very successful – good mix between comp sci and engineering

- Good ratio between reps and mentors, lots of engagement
  - Caitlin attended CEC meeting last year in late-November
  - Comp sci undergoing curriculum reform late last year – not much info available
    - Strategic intent for education tabled at last meeting but nothing further on this point yet
    - Talk of providing credit for online courses
    - Accreditation process for some degrees – consultation ongoing, students happy with consultation
    - Compulsory professional development for tutors as part of PhD program – to improve quality of tutoring
  - CECS Access & Equity Committee
    - Concerns last year with this forum – we have met with relevant parties and are keen to see it address legitimate access and equity issues
  - Caitlin went to uni A&E Committee meeting; CECS representative was absent unfortunately – we are chasing this up
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#### **4.5 College of Law (M. Johnson and S. Yates)**

- Report taken as read
- First year guide: big thank you to all the C&S who contributed to LSS first year guide
  - Usually guides are done separately by ANUSA, LSS, etc.
  - Huge thank you to those who helped bring it all together this year
- First year camp is this weekend: Law has sold out
  - Stephen can't make the camp, Harriet is taking his place, Stephen is going next week in Harriet's place
- Brian Schmidt (VC) is having a Day at the College tomorrow
  - LSS President, ILS VP, Law Reform and Social Justice Manager, PAL rep and ANUSA rep will be going
  - 30 minutes to discuss the big issues at law school
  - Need to update ANU website about college
  - Move away from tutorials to seminars, particularly in Corporations Law compulsory subject – concerns about this!
  - ECHO360 cutting out on the dot, losing information at start and end of lectures – particular issue when lecturers speak to exam content outside of 50 minute window
  - Working with Dean on mental health policy within the school
- Plans for future: meetings with those on mental health committee
- Q (Raqeeb): lecturers can extend ECHO360 recording by hitting extend button.
  - We want to push this through VC to make sure people do
- Q (Raqeeb): you mentioned data from UEC...?
  - This was mentioned in relation to pilot discussions around cutting tutorials
- Q (Ben): Are you aware of ANU mental health advisory group

- Yes – we will work together.

**Motion:** that the COL Representatives' report be accepted.

**Moved:** Raqeeb

**Seconded:** Max

**Status:** Passed

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#### 4.6 College of Science (A. Ling and D. Wang)

No report presented to the CRC, but the JCOS Representatives flagged the following and distributed a hardcopy report, which is tabled as an appendix to these minutes:

- Report taken as read
- First year camp – really well received, high participation in even outdoor activities
  - Lots of Q&A sessions, active engagement, interest in societies, Science Revue and ANUSA
- JCOS meeting: college not happy with how uni is using SELT to understand courses
  - Academics worried about disestablishment from dissatisfaction rating changes
  - Watch this space
- Science internships: becoming a thing!
  - Discussions about structure and undergrad research projects
- Meeting with Deputy Dean Education – she seems excited about our projects this year and discussing how we engage students
- Science Careers Fair: 15 March – please come!
- Q (Supriya): what is the verdict on the internship project?
  - Science internships definitely happening – it has started, but at the moment only outsourced internships
  - Moves within college to get bigger opportunities across the country
- Q (Supriya): How does this play into ANIP?
  - This internship program is supplementary but aimed specifically at science students and opportunities in e.g. the Office of the Chief Scientist

**Motion:** that the JCOS Representatives' report be accepted.

**Moved:** MacCallum

**Seconded:** Maddison

**Status:** Passed

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#### Item 5: Discussion Items/Motions on Notice

None.

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#### Item 6: Other Business

None.

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**Item 7: Date of Next Meeting and Close**

The next meeting of the College Representative Council is scheduled to be on Wednesday, 23 March 2016 at 6pm in the in the ANUSA Boardroom.

Meeting closes: 6:59pm



## APPENDIX A



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### AGENDA - COLLEGE REPRESENTATIVE COUNCIL (CRC) 1 2016

Tuesday, 23 February 2016

6pm, ANUSA Boardroom

#### **Item 1: Meeting Opens and Apologies**

- 1.1 Acknowledgement of Country
- 1.2 Apologies

#### **Item 2: Minutes from the Previous Meeting**

#### **Item 3: Executive Reports**

- 3.1 President's report (B. Gill) [Reference A]
- 3.2 Vice President's report (C. O'Doherty) [Reference B]
- 3.3 Education Officer's report (P. Leigh) [Reference C]
- 3.5 General Secretary's report (S. Duncan) [Reference D]

#### **Item 4: College Representative Reports**

- 4.1 College of Arts and Social Sciences (S. Benjamin and K. Carrington) [Reference E]
- 4.2 College of Asia Pacific (H. Roberts and C. Yen) [Reference F]
- 4.3 College of Business and Economics (B. Lee and L. Liu) [Reference G]
- 4.4 College of Engineering and Computer Science (C. Macleod and A. Mendoza)
- 4.5 College of Law (M. Johnson and S. Yates) [Reference H]
- 4.6 College of Science (A. Ling and D. Wang)

#### **Item 5: Discussion Items/Motions on Notice**

#### **Item 6: Other Business**

#### **Item 7: Date of Next Meeting and Close**

The next meeting of the College Representative Council is scheduled to be on Wednesday, 23 March 2016 at 6pm in the in the ANUSA Boardroom.

Expected Close of Meeting: 7pm

Released: 22 February 2016 by Sam Duncan

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### PRESIDENT'S REPORT

Ben Gill

#### Executive Summary

1. Welcome to the New Academic Year.
2. Course Representative Policy
3. EAP Research Project
4. School of Culture, History & Language
5. Changes to Library Fines
6. Overview of Honours Roll
7. UEC Scoping Item 5 – “What is it like to be an international student at ANU?”

#### Further Information

##### 1. Welcome to the new Academic Year

Welcome to the New Academic Year and to the first College Representative Council (CRC) for 2016. The year ahead looks exciting and full of opportunities, though it will not be without its challenges. With the start of the new Semester some of these challenges have surfaced, such as the changes to library fines, review of the school of culture history and language and more. However, the Association has the capacity to shape education at ANU and is currently working on projects to see a university wide policy regarding course representatives, to better support honours students and to better understand staff and student perceptions about Education Access Plans at ANU. While it may not always be easy, I look forward to working with and supporting each of you to make a positive impact to students in 2016.

##### 2. Course Representative Policy

A key project for 2016 will be pursuing the development of a more formalised structure towards course representatives within the University. While some academic areas have systems in place, it is unclear whether this is common practice across the ANU (see Table 1 below) and to what extent they are effective in conveying student voice.

The aim of this project is the development of a University wide policy regarding course representatives, including mechanisms for student staff consultation throughout each Semester. Additionally, the project will also seek to identify appropriate support mechanisms for course representatives (i.e. training by ANUSA and reference material – see example training handbooks below) to ensure a sustainable and effective representation model.

The desired outcomes of this project are briefly outlined below:

- Raise awareness of ANUSA's advocacy functions, and consequently welfare services.
- Strengthen communication channels between students and representatives at the school and college level (hopefully avoid another School of Music situation in which the Association was unaware of issues until too late).
- Build capacity (via training) among course representatives to address minor issues as they arise and being aware of when and where to refer.

Table 1 Audit of academic college course representatives structures at ANU

College	Course Student Representative System	Details	Last Updated
CMPS & CMBE	Yes	<p>All undergraduate and graduate courses appoint student representatives in week one or two of each course. Up to four representatives are elected for each course, depending on the number of students enrolled.</p> <p>Representatives are invited to attend a meeting with the Associate Director of Education in each school / centre, which is hosted in week three or four. The aim of this meeting is for representatives to act as a conduit for feedback from their classmates on how the course is going and to allow for the possibility of address any issues of concern early in the course.</p> <p>Student representatives will be given the opportunity to request input from their classmates and to report on the outcomes of the meeting during class time without teaching staff being in the room.</p> <p>Student representatives also have an ongoing role throughout the semester to facilitate student feedback.</p> <p>See <a href="http://science.anu.edu.au/resources/resources-current-students/student-representatives">http://science.anu.edu.au/resources/resources-current-students/student-representatives</a>.</p>	Nov-14
CBE	No/Unable to Identify		
CASS	Yes	<p>All academic staff will provide the opportunity in the first or second lecture of meeting of the semester for up to two course representatives to be selected by students taking the course.</p> <p>See <a href="http://cass.anu.edu.au/sites/default/files/documents/eds/student_representation.pdf">http://cass.anu.edu.au/sites/default/files/documents/eds/student_representation.pdf</a></p>	Jul-09
CECS	Yes	<p>Student Services seeks nominations for course representatives each Semester.</p> <p>Requirements – Be available to attend 1-2 meetings for the semester (they run for 1-2 hours each). Regularly answer email and be proactive about seeking feedback from other students.</p>	Aug-15

		See <a href="http://www.anuesa.com.au/2015/08/course-reps-semester-2-2015.html">http://www.anuesa.com.au/2015/08/course-reps-semester-2-2015.html</a>	
CAP	No/Unable to Identify		
COL	No/Unable to Identify		

To date, the work completed has been investigatory and a call has been sent out to Academic Colleges inquiring about any pre-existing systems. Moving forward, I hope to work closely with all College Representatives and would welcome any particularly interested parties to email [sa.president@anu.edu.au](mailto:sa.president@anu.edu.au).

A list of other University Course Representative policies and training handbooks are outlined below.

- Victoria University of Wellington - <http://www.victoria.ac.nz/documents/policy/academic/class-representative-policy.pdf>
- University of Otago - <https://www.otago.ac.nz/administration/policies/otago003107.html>
- University of St Andrews (Class Rep Policy)- <https://www.st-andrews.ac.uk/media/teaching-and-learning/documents/Final%20student%20academic%20representation%20policy.pdf>
- University of St Andrews (Student Staff Consultative Committee Policy) - <https://www.st-andrews.ac.uk/media/teaching-and-learning/policies/sscc.pdf>.
- University of Edinburgh - [http://www.docs.sasg.ed.ac.uk/AcademicServices/Policies/Student\\_Staff\\_Liaison\\_Committees\\_Principles.pdf](http://www.docs.sasg.ed.ac.uk/AcademicServices/Policies/Student_Staff_Liaison_Committees_Principles.pdf)

Examples of Training Handbooks can be found here:

- Victoria University of Wellingtons Student Association – <http://www.vuwsa.org.nz/f/2009/03/2010-VUWSA-Class-Representative-Handbook.pdf>
- University of St Andrews Students' Association - <https://www.yourunion.net/pageassets/voice/academicreps/classrepresentatives/training/Class-Rep-Handbook-2015-16.pdf>

### 3. EAP Research Project

ANUSA will be undertaking a collaborative student and staff research project to assess the perceptions of staff and students regarding the use of Education Access Plans at ANU (via surveys) and identify whether any differences exist. It is hoped that the results will assist identify strengths, weaknesses and opportunities for improvement within the current EAP framework. In addition, it is hoped that the results of this project will allow us to improve the student experience of students with diverse needs and to work towards consistent positive student experiences across the academic colleges.

It is proposed that the project will be primarily led by the ANUSA Disabilities Officer and ANUSA President under the guidance of a small steering committee consisting of representatives of key stakeholders, including Division of Student Life, Access Inclusion & Wellbeing, Dean of Students, Academic Colleges, Human Resources and Planning Performance and Measurement. It is intended that this group would meet on a monthly basis during the initial stages of the project.

The first meeting of the steering committee will be on the 29<sup>th</sup> February and include:

- Tania Willis & Julie Harrison – Access & Inclusion
- Lynda Mathey – Registrar Student Life
- Wayne Morgan – Deputy Dean of Students/ Law
- Jochen Trumpf – CECS Associate Dean Education
- Johanna Rendle-Short – CASS Associate Dean Students
- Bronwen Whiting – CBE Associate Dean Education

The timeline of the project will be dependent on working through the above challenges and taking into consideration other commitments. This being said, a rough timeline is outlined below.

<b>Task</b>	<b>Start</b>	<b>Finish</b>
Background/Literature Review	Feb 2016	Mar 2016
Survey of Academic Staff	Mar 2016	May 2016
Survey of Students	Mar 2016	May 2016
Focus Groups	May 2016	May 2016
Data Analysis	June 2016	June 2016
Report & Presentation	July 2016	July 2016

For any questions please email [sa.president@anu.edu.au](mailto:sa.president@anu.edu.au) or [sa.disabilities@anu.edu.au](mailto:sa.disabilities@anu.edu.au).

#### **4. School of Culture, History & Language**

The School of Culture, History and Language (CHL) within CAP has currently been under review over the last 18 months. The review highlighted the global research strength of CHL, though highlighted a range of issues which need to be addressed. Over the summer period, the NTEU as well a group of concerned HDR students invited myself, Cat and Harriet to a forum to discuss potential issues within the school from the review, notably a high percentage of rumoured staff cuts.

Cat, Harriet and I had a meeting with the Dean of CAP, Professor Veronica Taylor and the Deputy Vice Chancellor Academic, Professor Marnie Hughes-Warrington on the 17<sup>th</sup> February to discuss the review and next steps. In the meeting it was noted that a change management proposal will be released during the week starting Monday 22<sup>nd</sup> February and will be out for consultation for a two week period. To facilitate student consultation and feedback we will be hosting an information session during this two week period to discuss the proposal as well as any other issues with CHL/CAP. More information regarding this session will be available within the next few days.

#### **5. Overview of Honours Roll**

To further engage honours students ANUSA launched a new program called 'Honours Roll' during O-Week at the God's Café on 8th February 2016.

This year long program is aimed at increasing engagement with and among honours students and will be run in collaboration with Academic Skills and Learning Centre. The basic idea is that ANUSA will host a free lunch once per term for honour students to attend a workshop hosted

by ASLC, followed by an informal conversation group to allow students to share experiences, coach each other to address common issues and to allow for the development of social and support networks.

It is hoped that this program will assist ANUSA better advocate on honours students' behalf, prevent students seeking help at crisis point (i.e. a week before thesis submission) and empower them to share skills and support each to deal with some of the common problems as they arise through an honours year.

At this stage we have close to 100 students registered on the mailing list to partake in the program and hope to grow this as the year continues.

The date of the first Honours Roll lunch is being finalised and hoped to be confirmed for some time during March.

#### **6. UEC Scoping Item 5 – “What is it like to be an international student at ANU?”**

To note that I have nominated ANUSA to lead the discussion for a hot topic item at the University Education Committee in September about what is it like to be an international student at ANU. Papers for this meeting will be due August and I would be hoping to work with ISD and College Representatives to conduct a survey of international students.

## **VICE PRESIDENT'S REPORT**

Clodagh O'Doherty

### **Academic Appeals**

Since December I've been working on a number of academic appeals. They can largely be broken up into 3 groups- disputing grades, show cause, and failed applications to graduate. I've had about 10-15 cases all up, varying in complexity. Our student assistance unit has dealt with more complaints on top of this.

These processes can be quite time consuming and are obviously very stressful for the student involved. I've worked closely with Paula Newitt, Dean of Students, on a number of those cases and she was fantastic. I had more successful appeals than failed ones- which was good to see but we are still awaiting some show cause outcomes.

I've noticed a number of recurring issues while dealing with this disputes. Firstly, the change in course structure has made graduation applications complicated. A lot of courses changed their requirements for 2015. People who have made basic transfers (e.g. have started with a double degree, but then dropped out of one of the degrees in order to graduate) have been told that because they have "transferred" they need to abide by the 2015 requirements and therefore cannot graduate when they thought. Often this is an easy fix, but has caused a lot of unnecessary stress.

Secondly, there have been a number of complaints that have centred around teaching quality in the College of Business and Economics. I'd like to investigate this more closely at some stage in the year as I am under the impression they receive more complaints of this nature than other academic colleges.

Thirdly, there is clear inconsistencies between colleges in granting special considerations. This makes expectation-setting difficult for students but I am aware that the university is presently looking into this. I will be watching this closely.

Finally, I will be working with the Division of Student Administration in an attempt to improve the notification process for probation and show cause. Presently, they only notify students through one email and one letter in the mail. Especially regarding show cause, taking into consideration that these notifications are made during major break periods, I don't believe this is sufficient. In addition, the current email notifying students that they are on academic probation does not actually use the term probation- which makes the process very vague for students.



### EDUCATION OFFICER'S REPORT

Peta Leigh

#### Executive Summary

1. NUS Discussion – upcoming campaigns and upcoming actions
2. Education Committee

#### Further Information

As I am aware of the time constraints of tonight's proceedings, I have chosen to discuss First Year Camps in my SRC report. I am happy to take questions about First Year Camps from the CRC as needed.

#### 1. National Union of Students (NUS) Discussion

I attended a meeting with Liam Fitzpatrick and Max Murphy, in their capacities as NUS representatives, with Sam Duncan on 10 February 2016.

##### NUS Upcoming Campaigns

We had very productive discussions about the relationship between ANUSA and NUS and specific ANU areas of concern. I flagged the funding cuts to the School of Culture, History and Languages as one specific area of concern. Max and Liam indicated that university restructuring will be a major area of concern for NUS campaigns this year. They noted the upcoming "Fund our Future, Fight for our Future" campaign, and their intentions to compile fact sheets for different universities, noting that this is a trend across a number of universities at the moment.

Our discussion also focused on the NUS planned National Day of Action (NDA) for 13 April, noting that this is during the ANU teaching break. Max and Liam flagged that there is potential for ANUSA to collaborate with students from UC to hold an event on April 6. An NDA would focus on cuts to courses, staffing and fee deregulation. There is potential that NUS could produce ANUSA specific materials for dissemination at an event if ANUSA were to host one. I indicated that once a decision has been made on re-affiliation with NUS and a permanent Education Officer has been elected, ANUSA would be in a better position to indicate their intentions to participate in NDAs.

Furthermore, we engaged in a valuable discussion about insularity in student activism and flagged that involving a wider array of the student population and the broader community, including university staff, should be central to the success of campaigns in the upcoming year.

Other discussions included potential for a collaborative campaign with the Australian Electoral Commission surrounding student political awareness and engagement.

When a permanent Education Officer is elected, I will happy to speak with her or him regarding these discussions in more detail.

## Upcoming Actions

Action items from the meeting include the ANUSA Education Officer to set up a meeting with Matthew Stacey, UC Vice President Education. I have taken steps towards doing this on social media.

The SRC will need to make a decision surrounding re-affiliation. The SRC will also need to make a decision regarding involvement in NDAs, in particular, involvement in an event outside of the scheduled NDA. Max Murphy from NUS should be notified of this by early March.

## **2. Education Committee**

Once a permanent Education Officer has been elected, it will be appropriate that they become involved with the Education Committee, and involve the Education Committee in discussions surrounding NUS and NDAs. I believe it would also be appropriate for the Education Officer to introduce the Education Committee to NUS key stakeholders in order to promote an informed and engaged debate about NUS involvement into the future.

### GENERAL SECRETARY'S REPORT

Sam Duncan

#### Executive Summary

1. SRCs and CRCs
2. The future of communication – suggested improvements to how ANUSA communicates with the student body. Feedback welcome.
3. College Rep Info Pack – to be completed shortly
4. Notice of OGM1
5. Electoral Reform – seeking expressions of interest for electoral regs working group for Term 1; proposed changes to be released for 3 weeks of consultation end Week 7, voted on at OGM2 (Week 10)

#### 1. SRCs and CRCs

A lot of preparatory work went into organising SRC1 and CRC1 and to get the required notices out on time. Thank you for your patience as I learn the ropes!

Regarding the location of future SRCs and CRCs, I am concerned that the ANUSA Boardroom is no longer an adequate space for us to meet. This is due to a number of factors, including availability of seating, room layout, the quality of PA equipment and the lack of facilities to record or livestream meetings.

As an alternative, I propose to host future SRCs and CRCs in the Fellows Road Law Lecture Theatre 1, between the Law School and Fellows Oval. The space is far bigger and better able to accommodate our needs. Unfortunately, it looks like the earliest we can consistently secure this new meeting space is July (Semester 2), but more details to come.

#### 2. The future of communication!

As flagged, I would also like discuss ways to extend our reach across campus, starting with the way we communicate. I met with Raqeeb during Week 1 and discussed the following ideas:

1. Pinning meeting notices to the ANUSA website to improve visibility.
2. Creating a digital calendar of events (including meetings) to be published on the ANUSA website and easily shared and downloaded.
3. Uploading minutes from SRCs/CRCs that incorporate reports set out in the Agenda, so you don't have to skip back and forth between the docs to get a full view of things.
4. Releasing minutes soon after meetings.
5. Livestreaming meetings, or at least recording them through Echo. I am a big fan of livestreaming, however we would need to consider privacy concerns, confidentiality issues and logistics for setting up such a system.
6. Creating an anonymous form which students can use to suggest 'Other Business' or discussion items to be brought up at SRC.

I will work through these preliminary ideas over the coming weeks and report back on progress at SRC2. Any input or other ideas is very welcome!

### **3. College Representative Information Pack**

I have finalised a General Representative Information Pack incorporating material put together by 2015 Gen Rep Em Roberts and feedback from other 2015 Gen Reps.

I will begin work on a College Representative Information Pack shortly – any suggestions are very welcome!

### **4. Notice of OGM1**

I am required to give notice of OGM1 early in Week 2. OGM1 is scheduled for Wednesday, 9 March (Week 4) at 1pm to be held in the Hayden-Allen Lecture Theatre (the Tank).

Details about this meeting, deadlines for reports and motions are due next Wednesday, 2 March (Week 3). Please let me know if you have any issues.

### **5. Electoral Reform**

ANUSA elections are a necessary evil, but also one I believe can be improved. I am interested in discussing how we can improve the Electoral Regulations to overcome some of the issues highlighted in the ACT Elections 2015 report. I am particularly interested in discussing the pros and cons of a move to predominantly online elections.

This is not a one-person job, so I am seeking expressions of interest to join a working group to meet during Term 1 to discuss these issues. This is an open call to any ordinary member of the Association – tell your friends, rope in any savvy electioneers and email me at [sa.gensec@anu.edu.au](mailto:sa.gensec@anu.edu.au). I will also seek expressions of interest on Stalkerspace, online and through our newsletter.

My timeline for electoral reform is as follows:

- The working group should meet during Term 1 and reach a decision on proposed amendments by the end of Week 7.
- These proposed changes will be put to student consultation over the mid-semester break, and into Week 8. I will actively seek feedback over this period.
- The SRC will have a chance to comment in Week 8, and the CRC will discuss in Week 9. I will take all feedback on board and finalise the proposed changes accordingly.
- I anticipate the proposed changes will be put to a vote at OGM2 on 4 May (Week 10).

This timeline will give more than sufficient time to incorporate those changes into the Constitution before the call for nominations for General Election goes out on the Monday of Bush Week.

I note that all provisions governing ANUSA elections are contained in the Electoral Regulations, which may be amended by 2/3 majority vote at a General Meeting pursuant to section 8(4)(c) Constitution.

### COLLEGE OF ARTS AND SOCIAL SCIENCES REPRESENTATIVES' REPORT

Supriya Benjamin and Cat Karrington

#### Executive Summary

1. School Outreach Program
2. Mentoring Program
3. School Representative System/Course Representative Review
4. Arts Week
5. CEC Update: Internships
6. First Year Camps

#### Further Information

##### 1. School Outreach Program

Aim of the program for us is to ensure that all schools within our college are properly represented. In the past, there have been severe communication issues between certain CASS schools and the CASS Representatives, in particular School of Music. We have contacted representatives from School of Music and School of Art. Have very good rapport with Music Students' Association and working with them to ensure that issues within the SoM are addressed. VC has made a statement to commit to consultation and change. MSA very positive about this statement. School of Art meeting next week. Will update on progress.

##### 2. Mentoring Program

Working on a PAL mentoring program proposal. Aiming to do a trial in both the School of Politics & International Relations in Semester 2, 2016. Awaiting response from Associate Dean (Education) and Associate Dean (Students) on improvements and suggestions before taking the proposal to the CASS Education Committee.

##### 3. School Representative System/Course Representatives

Following up with the School Representative System proposal from CEC 9, 2015, created by 2015 CASS Representatives (Alix Biggs & Linda Ma). In the meantime, requesting Course Representative meeting minutes from all schools within CASS schools to ensure that school-specific issues are addressed.

##### 4. Arts Week

Arts Week is designed to celebrate and bring together the vast disciplines and schools of CASS. It is currently set for the 26<sup>th</sup>– 29<sup>th</sup> April. We have created a draft schedule of events. We have contacted Clubs & Societies for their involvement in the week. We have also had a meeting with PARSAs CASS reps and they were keen to be involved too. More details TBC.

## **5. CEC Update: Internship Program**

CEC 1, 2016, discussed the ANU Internship Program proposed by Richard Baker. CASS is against the proposal due to a lack of clarity within the proposal and the logistical headaches it will cause for administration. Awaiting clarity from Richard Baker before making a comment to UEC.

## **6. First Year Camps**

Schedule drafted with CAP Representatives. Marketing plan in place – contacted CASS marketing who will be advertising on their FB page, Twitter and TV screen in CASS Student Lounge; and lecture bombing will take place during Week 2.  
Keen/10.

### COLLEGE OF ASIA PACIFIC REPRESENTATIVES' REPORT

Harriet Roberts and Catherine Yen

#### Executive Summary

1. First year camps
2. Student centre and CAP student space
3. CHL Review update
4. O-Week

#### Further Information

##### 1. First year camps

- We have been in regular contact with our mentors via a Facebook group, where we have been in discussion about the camp activities and itinerary.
- We met with the CASS representatives to discuss the itinerary, and with the mentors to discuss their roles.
- We have been lecture bombing first year lectures to advertise sales of first year camp tickets.
- We've been in contact with Jennah (the CAP mobility officer) to discuss promotion of overseas opportunities on first year camp.

##### 2. Student centre and CAP student space

- We met with the staff of the student centre on 16/2/16 to introduce ourselves.
- We also met with the CAP mobility team to brainstorm ideas about promoting upcoming mobility opportunities for first years.
- The CAP student space has been moved to rooms 7010 and 7014 in Coombs.
  - It has been fitted out with lockers, charging stations, study desks, comfy couches and a new TV.
  - On Monday 22/2/16 we are holding a launch party of the new student space open to all CAP students.
- We've set up consultation hours - 1:30-2:30pm on Wednesdays in Room 7010 in Coombs.
- We attended the CAP Education Committee meeting on the 9/2/16.

##### 3. CHL Review update

- We attended a meeting of Concerned HDR students of CHL to report on undergraduate concerns. Since then we've been in regular discussions with this group and attended their forum with the CAP Dean and other senior ANU staff.
- We have also been in regular contact with academics from CHL to discuss their concerns.
- We met with the CAP Dean Veronica Taylor, and Vice-Chancellor (Academic) Marnie Hughes-Warrington to discuss student concerns about the CHL review.
  - We've now received an updated timeline of the review process - the change management plan will be released next week.

- Following this there will be 2 weeks of formal consultation.
- The recommendations will be implemented by the end of April.
- We are organising an undergraduate forum where the Dean will be in attendance to discuss what the review means for undergraduate students. This will be during the 2-week formal consultation process.
- We are also organising other student forums with the Dean, which are to be held in the following weeks and which will discuss related CAP reforms such as the expansion of the modes of language delivery etc.

#### **4. O-Week**

- We introduced ourselves to CAP-related clubs and societies on market day and got their contact details.
  - We've also started a Facebook page to be used as a forum by CAP-related C&S executives. We're planning to organise meetings with these executive members in the coming weeks through this page.
- We gave a short speech at the First Year CAP induction to introduce ANUSA and ourselves, and also promoted the ANUSA first year camps.



# COLLEGE OF BUSINESS AND ECONOMICS REPRESENTATIVES' REPORT

Bella Lee and Linda Liu

## Executive Summary

1. Apology for late submission of First Year Guide
2. First Year Camp Preparation
3. Attended First Education Committee Meeting
4. Attended CBE Induction
5. MAP Mentoring proposal
6. Tutora
7. Introduction of new clubs & societies

## Further Information

### 1. Apology for late submission of First Year Guide

Deep apology for the late submission of CBE First Year Guide. Since during holidays, both of us have duties and jobs, we felt so sorry about the delayed submission. We promise not to overdue tasks next time. We would also like to thank CBE Admin in assisting us while generating the comprehensive guide.

### 2. First year camp preparation

For the mentors selection, we have several mentors who dropped out recently. We have several back-ups and we are communicating with them about the session arrangements.

For the session planning, we have arranged 4 Academic Sessions and several Activities session. Academic topics included would be:

- Tips and tricks in your courses
  - Mentors will share their experience in first years courses
  - Mentors will share what resources they have used in CBE
- Clubs & Societies
  - Actuarial Students Society
  - Consulting Society
- Academic and student life support services
  - Assignments hacks
  - Essay check
  - Room reservation for study purposes or group discussion
- ANUSA Rep duties and responsibilities

Activities sessions:

- Superlatives
- Protect the Egg
- Draw and Describe
- Act and React

### 3. Attended First Education Committee Meeting

Attended the first CBE education committee meeting of the year on Monday, the 8<sup>th</sup> of February. The Pro Vice Chancellor Professor Richard Baker attended the meeting and discussed three main matters: introducing internships as a part of students' academic program, ANU+ as a co-curricular award and new policies towards the university medal. CBE has already been implementing its own internship program and there was an update of its progress. The panel also discussed amendments to the CBE programs and a bachelor of commerce review to ensure that ANU has the same standards as other universities.

#### **4. Attended CBE Induction**

There was a CBE induction on the 11<sup>th</sup> of February and I attended to speak about what is ANUSA and my role as a CBE representative. It gave us an opportunity to reach out to the first year CBE students and promote the first year camp.

#### **5. Mentor Assistance Program (MAP) Proposal**

The MAP mentoring program was introduced last year. The purpose of this initiative was to provide tailored support to all newly arriving students enrolled in programs within the College of Business and Economics. Whilst broad pastoral services are offered to all ANU first year students, more targeted support is lacking for CBE students. Due its success last year, we wanted to make this a continuing project. Along with the help of AFEC, we have put through a new proposal for this project and is currently awaiting the Dean's approval.

#### **6. Tutora**

Tutora is looking to have access to some commerce students (preferably 2nd or 3rd years) who can assist Tutora with developing some educational content that will greatly benefit the international student community. These students would not have to themselves be international students as Tutora will conduct the initial phase of content generation in English. Tutora is more like creating content that will be sold independently of the university, not teaching. Since it is a for-profit organisation, we have provided some suggestions to Eamon, person in charge of Tutora, about the approvals and standard requirements in CBE.

#### **7. Introduction of new clubs & societies**

This year, two new CBE societies have been founded: the ANU Actuarial Society and the ANU consulting society. Both of which had stalls at the market day and have been actively promoting their societies. The actuarial society aims to increase awareness about the Actuarial discipline, career opportunities in the field and to facilitate social interaction between Actuarial students. They are planning to provide workshops throughout the semester and they have launched a mentoring program for actuarial students only. The consulting society aims to provide students with a clearer idea of what consulting is and the opportunity to network with employers. It is also looking to host workshops throughout the semester to inform students what consulting would be like as a career. They have also expressed their intentions to hold a Consulting case studies competition.

### COLLEGE OF LAW REPRESENTATIVES REPORT

MacCallum Johnson and Stephen Yates

#### Executive Summary

1. First Year Guide
2. First Year Camp
3. Meeting with Brian Schmidt
4. Plans for the future

#### Further Information

##### 1. First Year Guide

With the help of the ANU Law Student society (LSS) in particular as well as a number of other Law school societies (International Law Society (ILS), PAL Mentoring, Law Reform and Social Justice (LRSJ), Law Revue) we produced a guide for first year law students. This guide contained information about the law school, the various societies and some quality advice.

##### 2. First Year Camps

Preparation for the COL/CBE first year camp on 26<sup>th</sup>-28<sup>th</sup> Feb are going well. We have had 3 of our COL mentors pull out but have successfully replaced them. The mentors have been paired together and have been planning fun yet informative presentations. We have also successfully sold all our tickets for the event. We have organised for law lecturer Elizabeth Lee to attend the camp on the Saturday and give a short presentation on mental health and wellbeing in law school and answer any questions first years might have. The Law School also gave us a number of goodies (lanyards, mints, stickers and pens) for the first year packs that we will be distributing.

##### 3. Meeting with Brian Schmidt

MacCallum is meeting on behalf of the ANUSA COL Reps with Brian Schmidt when he visits the Law School on Wednesday. The meeting only goes for half an hour and 6 societies will be represented but in the 5 minutes allocated to the ANUSA COL Reps MacCallum will attempt to inform Brian all about Law Students and the Law School, the good, the bad, the ugly and the excellent.

##### 4. Plans for the future

We are organising to meet with the college and discuss what options are available to us moving forward.

## **APPENDIX B**

### **JOINT COLLEGES OF SCIENCE REPORT**

Amanda Ling and Daniel Wang

#### **Executive Summary**

1. Apologies
2. First Year Camps
3. Meeting with Joint Colleges of Science (JCOS) Deputy Dean (Education)
4. Upcoming events

#### **Further Information**

##### **1. Apologies**

The JCOS Representatives would like to formally apologise for the late submission of their first CRC report.

##### **2. First Year Camps**

JCOS and CECS were the first two colleges to go on 1<sup>st</sup> year camp from 19<sup>th</sup>- 21<sup>st</sup> February. The camp was very successful with no major incidences to be noted. A very strong and cohesive team of ANUSA representatives and selected mentors may be largely thanked for this. Extra note for future camps may be made to explicitly outline that the going to the beach at unassigned times is not allowed (that is, mostly very late night) as this did cause for some headaches. Designated ANUSA representatives should look forward to their First year camp experience!

##### **3. Joint Colleges of Science Education Committee**

There is a current focus on developing and revising policy in order to ensure the clear understanding of both students and teaching staff regarding coursework. The revised policy on Research Projects in Coursework Degrees was discussed with a focus on bringing undergraduate research policy in line with Honours policy. The upcoming Science Internship Project SCNC course was discussed, especially with regards to structure and supervisor selection. There was concern surrounding the university's approach to SELS and the new procedure for courses with <60% satisfaction. There was a big focus on academic equity for all science students regardless of program.

##### **4. Meeting with JCOS Deputy Dean (Education)**

With the retiring of JCOS Deputy Dean (Education) Barbara van Leeuwen. The JCOS representatives met with the acting JCOS Deputy Dean (Education), Anna Cowan. A warm and insightful introduction was made between the groups with a very positive outlook for the year with much mutual interest in supporting each other.

##### **5. Upcoming Events**

With the passing and successful running of first year camps, the JCOS representatives will now be looking towards the jointly held Science Careers Fair with ANU Science Society to be held 15<sup>th</sup> March. Preparations are very much underway.