

College Representative Council – Minutes

6pm, Wednesday 13th August 2013, ANUSA Boardroom

Attendance List:

Executive

Aleks Sladojevic- President

Sophia Stanley– General Secretary

Amy MacKinnon– Education Officer

General Representatives

Eric Chan

Vincci Lee

Sam Duncan

Lucy McFarlene

Mark Jehne

Shane Paderanga

Stacey Little

College Representatives

Charlie Carroll- CBE

Laura Wey - Science

Caroline Skinner- CECS

Andrew Welch - CECS

Ruohan Zhao - CASS

Melanie McLeod - CASS

Nick Horton – CAP

Ross Tan - CAP

Antonija Kurbalija – COL

Ordinary Members

Annika Humphries

Cam Wilson

Item 1: Meeting Officially Opens and Apologies

Meeting Opens: 6:09 pm

1.1 Acknowledgement of Country

General Secretary acknowledged the traditional custodians of the land.

1.2 Apologies

Apologies were received from Michael Harrison, Tasman Vaughan and Zaiga Thommon.

Item 2: Minutes from the Previous Meeting including Matters Arising

MOTION: That the minutes from CRC 5 be accepted

Moved: Nick Horton

Seconded: Caroline Skinner

Motion: Passed

Item 3: Reports and Matters Arising

3.1 Executive Reports

3.1.1 President [Reference A]

MOTION: That the Presidents Report be accepted.

Moved: Charlie Carroll

Seconded: Antonija Kurbalija

Motion: Passed

3.1.2 Education Officer [Reference B]

Aleks Sladojevic: Mental Health Guide update

- **Amy MacKinnon:** Has been divided into three little booklets. Will be online to make it more accessible. Can also be printed for distribution during O-Week. Jen (ANUSA Communications Officer) has collected some amazing graphics for the Guide.

MOTION: That the Education Officers Report be accepted.

Moved: Charlie Carroll

Seconded: Ruohan Zhao

Motion: Passed

3.2 College Representative Reports

3.2.1 College of Science Report [Reference C]

- ANU National Science Week
- Thursday 15th August 11am-2pm BBQ in Union Court, slime making, liquid nitrogen ice-cream, science shows (Special guests such as Graham Walker), stalls for ANU's science orientated clubs and societies and great prizes
- ANU Science Movie Night, Chemistry Theatre 1, 7.30 pm onwards
- Free nibbles, showing the best of bad science at the

Action: Laura Wey to contact Barbara (New Director of Science Education, use to be Richard Baker) regarding better promotion of research courses.

3.2.2 College of Asia and the Pacific [Reference D]

Action: Nick Horton and Ross Tan to raise Year in Asia application problems with Andrew Walker.

MOTION: That the College of Asia and the Pacific Report be accepted.

Moved: Caroline Skinner

Seconded: Mark Jehne

Motion: Passed

3.2.3 College of Arts and Social Science [Reference E]

Action: All ANUSA Representatives to invite their friends to the Arts Facebook page.

Action: ANUSA CASS Representatives to push ongoing concerns to Royston regarding BA Review Phase 1.

MOTION: That the College of Arts and Social Science Report be accepted.

Moved: Charlie Carroll

Seconded: Annika Humphries

Motion: Passed

3.2.4 College of Business and Economics [Reference F]

MOTION: That the College of Business and Economics Report be accepted.

Moved: Antonija Kurbalija

Seconded: Melanie McLeod

Motion: Passed

3.2.5 College of Engineering and Computer Science [Reference G]

MOTION: That the College of Engineering and Computer Science Report be accepted.

Moved: Shane Paderanga

Seconded: Charlie Carroll

Motion: Passed

3.2.6 College of Law [Reference H]

Action: ANUSA to fill the Law Faculty Representative vacancy.

Action: Antonija to contact Planning and Statistical Services (PASS) regarding the percentage of students who finish their law degree in 5 years.

Item 5: Items for Discussion

5.1 Study At

- The overall initial thoughts were extremely positive, especially regarding the Create and Compare.
- Concerns were raised that there is still no way to save what you have looked at through a 'shopping basket'
- Add a point to clarify that you need to enter the year you enrolled in at ANU. There was some confusion. There was some confusion.

5.2 ANUSA Promotional material

Action: Help needed for poster for the Last Lecture

- Please encourage your friends to nominate people
- anusa.com.au/last-lecture-2013/

5.3 Special Considerations

- There needs to be University wide Special Consideration policy. At the moment it varies depending on the college.
- Special Consideration also needs to be promoted better; many students do not know it exists or how to access it.
- This is concern has been highlighted to ANU in the review ANUSA submitted to the university. ANU has currently tabled action items for problems identified in the ANUSA Review.

Action: ANUSA College Representatives to gather information on their college specific Special Considerations. ANUSA will then work together to promote the material.

Action: Find policy regarding how much notice of an exam a student should expect to receive. Let Sam Duncan know.

Item 5: Other Business

Item 6: Date of Next Meeting and Close

The date of the next CRC is scheduled to occur in Wednesday 4th September, 6pm, ANUSA Boardroom.

Meeting Closed: 8:04pm

PRESIDENT REPORT

Aleks Sladojevic

ANU Budget and the School of Politics and International Relations

ANU Budget Announcement

On 5 June, a Budget Forum was held for undergraduate students to provide an opportunity for suggestions to be made on how the ANU should go about tightening its budget. Suggestions were also being received via email submission, and ANUSA promoted both these opportunities to students.

On 2 July, the Vice Chancellor announced a budget proposal which included:

- Increases in international student fees
- Growing undergraduate domestic and international student numbers
- Increases in parking rates for reserved parking on campus
- A 230-person reduction in professional staff numbers, via a voluntary early retirement scheme
- A 2% salary increase for ANU staff
- A \$2m savings target for energy use at the University
- A \$3.2m reduction in accommodation and travel expenses in 2014, 2015
- Increased efforts in growing philanthropic funding

We will be following the implementation of these measures very closely. A follow-up student forum, with particular focus on administrative reform within the University, is being held on Friday 16 August.

For more information on the proposed budget changes, please see the Formal Change Proposal, available at: http://budgetsolutions.anu.edu.au/files/2013/07/Change-Proposal_Budget-Challenges_FINAL.pdf

The University is also still receiving suggestions and feedback via email to budgetsolutions@anu.edu.au

Proposed Changes in the School of Politics and International Relations

During Bush Week, we had several students raise concerns about proposed pedagogical changes that were apparently taking place in the School of Politics and International Relations (SPIR).

On 30 July, we met with the Dean of CASS and the Associate Dean (Education) to try and clarify some of the issues that had been raised with us. The proposed changes were described as a shift in some second and third year courses from the lecture / tutorial structure to a seminar form of teaching. We were assured at this point that there would be no reduction in face-to-face contact between teaching staff and students.

On 6 August, the Vice Chancellor sent an email to all CASS students stating that no changes were going to take place until a Review Committee has assessed the pedagogical evidence supporting such changes. The Review Committee will be reporting its findings by mid-September.

If you have any individual feedback you wish to provide, especially if you have already undertaken seminar-style courses, please email sa.president@anu.edu.au

Staffing and the ANUSA Office

Legal Officer

Our new Legal Officer, Michael Curtotti, started work on 15 July. He has settled in very well and there have been a number of students making appointments to come and see him. Michael can be contacted via email at sa.legal@anu.edu.au

Communications' Officer

Our new Communications Officer, Jen Edmunds, also started work during the mid-year break. Jen has a really strong background in publications and she has been doing some great work in ANUSA's marketing and promotion. Some of her key foci coming up, include: Student Assistance launch materials, The Last Lecture, Mental Health Guide, website reform, and improving our communications strategy. Jen can be contacted via email at sa.communications@anu.edu.au

ANUSA Office Rearrangement

In the mid-year break, the ANUSA Executive undertook the final bit of rearranging in the ANUSA office by relocating the storage room (near the staffing area) to the old Executive office. The old storage room has been converted into another meeting room which has been really useful so far. The open plan work area is working really well and the staff seem very pleased with the new arrangement. It has been encouraging more collaboration between the staff and ANUSA representatives. There is now a strong presence of people every time students walk into the ANUSA office.

Computers for Department Officers

As per the ordinary motion passed at the last OGM, two new computers (connected to the ANU network) have been purchased for the ANUSA Department Officers to use.

ANU Committees

Bachelor of Arts Review Committee

Phase I of the BA review is now complete. Many thanks to Ruohan Zhao and Melanie McLeod (ANUSA CASS Representatives) for the work they have done in contributing to that process. Phase II of the review will be happening at a School-level, and we have stressed that transparency to students throughout this process is crucial.

One of the greatest concerns we have raised to the BA Review Committee about the outcomes of Phase I was regarding the proposal to introduce a BA (Advanced) (Honours). Our CASS representatives are not convinced that a 'higher tier' degree in CASS is necessary, and they have also raised concerns about the administrative burden that will most likely be placed on CASS, particularly when it comes to graduation checking and course advice. Concerns were also raised around the flexibility in the proposed BA particularly for double degree students.

The new **learning outcomes** that have been proposed for the BA are as follows:

Upon successful completion of the Bachelor of Arts, students will have developed the appropriate disciplinary knowledge and acquired the skills to:

- 1. Critically apply theoretical frameworks and research techniques to understanding national and international issues and problems;*
- 2. Identify, including through interrogation of databases, relevant sources of information from across a variety of media (print and digital, written and audio-visual) and judge the importance and reliability of those sources;*
- 3. Evaluate ideas and develop creative solutions to problems, including through independent pursuit of knowledge and making connections between different disciplinary approaches and methods;*
- 4. Communicate and debate both orally and in writing, and work with others, using a variety of media; and*
- 5. Understand the ethical implications of ideas, communications, and actions.*

Other changes that have been proposed, include:

- The introduction of a new minor in Heritage and Museum Studies

- Removal of the Film and New Media major and the introduction of a Film Minor (a renamed version of the Film and New Media minor)

The rationale that has been provided for these changes is as follows:

The BA should prepare students to be engaged in society and to prepare them to lead intellectually fulfilling lives. The current learning outcomes do not clearly articulate this; they also create a division between disciplinary learning outcomes and generic learning outcomes, but they are achieved simultaneously. The revised learning outcomes draw on visions for the BA communicated in the various meetings constituting the review. Although further revisions to the BA are expected, it is necessary that the revised program level learning outcomes are approved before Phase 2 commences so that they can guide the review of each of the majors.

This is a large process and we want to remain directly engaged with the College for Phases II and III. We are pushing for consultation and transparency as key focuses in the process.

Student Experience

Student Experience Committee met on 1 August. Topics that were discussed, included:

- Development of a 'Student Experience Operational Plan'
- Better integration of domestic and international students
- Ways to enhance extra-curricular activities (such as internships) at the ANU, as well as ways to recognise extra-curricular involvement
- Setting up the Mental Health Working Group following the Mental Health Roundtable on 24 July
- Development of a Global Leadership Program for ANU Students in conjunction with an international university

UniSafe

The latest Unisafe Committee meeting took place on 8 August. One of the topics of discussion, was the idea of using a mobile app (Safe Zone) in order to monitor and respond to critical incidents on campus. Tas Vaughan (ANUSA Vice President) will be able to respond further on the discussions and outcomes of this meeting.

Campus Planning

Please refer to the Vice President's report.

Training

Governance and Fraud Prevention Training

A second round of Governance and Fraud Prevention Training is taking place on 19 August. Our three new staff members, who have not yet undertaken the training, will be taking it then.

Advocacy

Mental Health Roundtable

The ANU Mental Health Roundtable was held on 24 July. The Roundtable went from 9am to 3pm, which allowed for a lot of in-depth discussion and brainstorming about ways we can improve mental health support provision at the ANU. This is something that I have been pushing for for quite a while, and I have to thank Professor Richard Baker (Pro-Vice Chancellor, Student Experience) for getting behind the idea and helping to co-ordinate its taking place.

The main outcome of the Roundtable was a decision to establish a Mental Health Working Group which has started meeting fortnightly to help co-ordinate information and initiatives across campus that concern student mental health.

Submission on Administrative Processes

We received a lot of student feedback on various administrative processes in the University, and this feedback formed a large basis of the submission we made regarding problems with and suggested improvements to ANU administrative processes. Issues were identified in the following key areas:

- Accessibility and communication of information
- Exchange programs
- Enrolment
- Course advice
- IT and library services
- Paper-based processes

The feedback is being used to help set priorities for the University in its Service Improvement Program (reform of administrative processes). The priority at the moment is improving enrolment. Other issues such as reducing paper-based processes, and improving management and communication of information to students have also been set as priorities for the twelve months.

ANUSA Mental Health Committee

There is a lot that is going to be happening in the Mental Health Committee meeting this semester, with a campaign being planned on raising awareness and encouraging a strong ANU community when it comes to supporting good mental health.

Important dates for the Committee include:

- Suicide Prevention Day event on 29 August (Week 6), in conjunction with the Centre for Mental Health and Research
- ANUSA Mental Health Campaign Launch on 26 September (Week 8)

We are still yet to finish the **Mental Health Guide** and this is project that will take priority this term. Our Communications Officer is currently working on the graphic design elements of the Guide.

Committee meetings are held fortnightly, 4pm in Student Space. Upcoming meeting dates are:

- 7 August, Week 3
- 21 August, Week 5
- 4 September, Week 7
- 25 September, Week 8

Please come along if you are interested in being part of the Committee and please encourage any of your friends who are interested in student mental health issues to join the Facebook page (link below) and come along to one of the meetings.

<https://www.facebook.com/groups/498050273589867/>

Academic Probation Survey

The Academic Probation survey went live in the last week of the mid-year break, and the survey link has been sent to students who were on academic probation at any time during 2010 to 2012. This survey will be open for one more week, after which I will be meeting with ANU Planning and Statistical Services to work on analysing the results. At the point of writing, about 60 responses have been received.

Student Assistance

The Student Assistance unit is really gaining momentum and more recently there have been quite a few students coming in to get advice on tax returns.

The **Student Assistance Launch** will be taking place on 29 August. Our Communications Officer is currently working on the branding and promotional materials for the SA Unit. At the launch in late August, we will have a barbeque and our SA Officers will be out and about mingling with students and informing them about the services we provide at ANUSA. We will also be running a Drug and Alcohol Awareness program in Student Space at the same time. If you are interested in helping out with the launch, please email Laurin Milsom at laurin.milsom@anu.edu.au.

Social

Orientation Week and Bush Week, Semester 2

Breaking from tradition, this year ANUSA started Bush Week activities in the week before Bush Week, which is when most international and exchange students arrive on campus. Over the two-week period, we had a number of barbeques, genderless speed dating, an 'Australiana' themed Student Space party, Battle of the Bands, Crash a Country Pub, an Obstacle Course, Politics in the Pub, and an Arts Battle.

I would like to thank our Social Officer, Liv Clark, and her team of Bush Week Directors, Gemma Butler, Georgia Ellen and Nick Butler for all the hard work they devoted to making Orientation Week and Bush Week a great success. A special mention should also go to Tas Vaughan for the incredible amount of work he put in, especially with the barbeques.

Other

ANUSA Bus Forum

At the SRC Meeting on 28 May, a motion was passed to sell the ANUSA bus. Following this motion, there was some strong dissent amongst a few members of the student body. In order to hear the dissent as well as suggestions from these students, ANUSA held a student forum on 23 July. A motion was passed at the last SRC Meeting on 31 July, reversing the motion that was passed (to sell the bus) on 28 May. The sale of the bus has been flagged as a discussion point for this OGM.

Student Space Accessibility – Refurbishment

One of the things we would really like to get completed by the end of our term in office is a refurbishment of Student Space so that it meets accessibility requirements. Tas (ANUSA Vice President) and I have been talking with ANU Disabilities and the Disability Services Centre to plan the best way forward. We have a meeting with Facilities and Services on 14 August to discuss any considerations

that need to be made in re-fitting the space. It is likely that the work will have to be undertaken through F&S as the building is owned by them.

ANUSA Elections

Please take note of the following Election dates, and distribute the information through your networks.

29 July 2013	10.00am	Nominations and ticket registrations open
12 August 2013	4.00pm	Ticket registrations close
14 August 2013	4.00pm	Nominations close
26 August 2013	11.00am – 4.30pm	Polling
27 August 2013	12.00pm – 6.30pm	Polling
28 August 2013	10.30am – 3.30pm	Polling
29 August 2013	10.30am – 12.30pm 1.30pm – 4.30pm	Polling

Visit from Bournemouth University Students' Union Representatives

On 12 June, I met with representatives from the Bournemouth University Students' Union (SUBU) in the United Kingdom. SUBU were recently recognised as one of the best student representation organisations in their country and they represent about 18,000 students at their University. There is a lot we can learn from them with regard to their communication with students and how they have built their volunteer base (to comprise of over 1,400 students). I am hoping that contact with SUBU is something we can maintain in the future as it is a valuable information resource to learn how other student unions are operating. There also might be potential points of collaboration in the future.

PARSA's New Team

The PARSA elections took place on 31 May. I would like to congratulate Arjuna Mohottala on his election as President. I also want to congratulate the rest of the PARSA Executive on their elections:

- Belynda Akello (Vice President)
- Louisa Tang (Treasurer)
- Naomi Rono (International Student Officer)
- Ben Niles (Equity Officer)
- Jesse Doyle (Indigenous Advocacy Officer)
- John Mwangi (Environmental Officer)
- Laura Parker (Social Officer)
- George Carter (Education Officer)
- Khushbu Agrawal (Communications Officer)

PARSA and ANUSA have been working very closely this year, and maintaining this closeness and collaboration is important for both organisations, particularly since many issues affect students across the board. Weekly meetings are taking place between the ANUSA and PARSA Presidents, to ensure that we identify potential points of collaboration, and keep open the communication channels between both Associations. We have also established a Joint Staffing Committee, which will assist in the management of our three joint staff.

Free Breakfasts

ANUSA's Free Breakfast Program will be continuing for the remainder of this semester. Breakfast foods are being made freely available to students in Student Space every weekday morning from 8 to 10am. The number of students taking advantage of this program has been steadily increasing.

Yoga Program

ANUSA's Gold Coin Yoga Program, which runs one morning each week, has been a great success with an average turn out of 30 students each week. Students pay a gold coin donation, which goes to Beyond Blue. Feedback has been very positive and this initiative will be continuing for the remainder of this semester.

Abbreviations

BA	Bachelor of Arts
CASS	College of Arts and Social Sciences
F&S	Facilities and Services
OGM	Ordinary General Meeting
PARSA	Postgraduate and Research Students' Association
SA	Student Assistance
SPIR	School of Politics and International Relations
SRC	Student Representative Council
SUBU	Bournemouth University Student Union

Contact

Aleks Sladojevic
President
ANU Students' Association
sa.president@anu.edu.au

VICE PRESIDENT REPORT

Tasman Vaughan

Cuts Rally

We are currently organizing a rally to protest against Federal Cuts to Higher Education. We will be marching from Union Court, past various politicians' offices and ending up at UniPub. If you would like to assist with the protest that would be great. You should all definitely be there.

Federal Election Debate

We are hosting several politicians, yet to be confirmed, for a debate in the Bar on 26 August. You should definitely come.

Campus Advisory Sub-committee

Recently attended this meeting. Key projects starting are signage and a new Laurus wing. The signage will replace the existing design and seems to communicate how to get around the campus much more effectively. I have encouraged Facilities and Services to add a QR code to the sign, directing people to the online iANU map. The new Laurus wing is in draft design stages. It included mainly single rooms, with only two 5-share apartments. This is due to the restrictions attached to the government funding for this project. Nevertheless, they have included many more shared spaces, which is good.

Double degree and study@

Nothing to report. All on track. Study@ will be renamed Programs and Courses.

Interhall Presidents Committee

This meeting occurred at ANUSA with the PVC Student Experience and the Registrar, Student Services. The university is trying to get the College's to participate more thoroughly in the campus O Week activities. It is good to get all these groups around the table to work on better orientation programs for new students.

CASS tutorial cuts

Plans for changes to CASS teaching and learning have been put on hold by the Chancelry. The VC is holding a student forum on Friday 16 from 10:30 am in the Leonard Huxley Theatre. Go and ask any questions that concern you.

The Deputy Vice Chancellor will be holding a review of pedagogy and ANUSA will be canvassing students for their opinions on teaching for this review.

EDUCATION OFFICER REPORT

Amy Mackinnon

Education Committee

Education Committee met for the first time this semester last Wednesday the 7th of March, in the meeting it was decided that to make the march planned for the National Day of Action more accessible to a wider range of students by turning it into a “pollie crawl”. The “pollie crawl” will be festively themed and will be a walk between the ANU and a number of MPs offices that will end at UniPUB where ANUSA will subsidise lunch for the participants.

The education committee also agreed to form a working group in response to recent developments in CASS regarding tutorials. The primary purpose of this working group will be to gather information and opinions from students about the proposed changes in an accessible way and communicate student feedback to the review panel and other decision makers. The working group will meet for the first time next Monday the 19th of August. As quick action and turnaround of feedback is imperative in this process the working group will examine the most effective way to communicate the student body’s opinions and feedback to university management.

The next meeting of the ANUSA education committee will be next Wednesday the 21st of August.

Mental Health Committee

Mental Health Committee has set a campaign week for the first week of term three. As outlined in previous reports the campaign will consist of the launch of the mental health guide, a photo petition, a video, a poster campaign and a wellbeing-themed universal lunch hour.

The mental health guide is into design stages now that Jennifer (comms officer) is available after bush week and we have acquired a basic stock of images to use.

The mental health committee will also be working with Youth in ACTION for Suicide Prevention to run a “messages of hope” campaign along side the launch of the student assistance unit in Universal Lunch Hour on the 29th of

August. This campaign will give students the opportunity to write a “message of hope” on a blue balloon as an expression of their commitment to support friends or anyone going through difficult times.

College of Arts and Social Sciences tutorial cuts

Tas, Ruohan, Mel, Aleks and I have been meeting with a number of university staff members over the last couple of weeks regarding changes occurring in the College of Arts and Social Sciences.

Rumours of change in CASS were sparked by a staff meeting convened by the Head of the School of Politics and International Relations (SPIR), Professor Geoffrey Karp, on Monday 22 July 2013 and triggered a great deal of concern among both staff and students.

In this meeting it was reported that Professor Karp announced the abolition of the part-time teaching budget within SPIR from Semester One, 2014.

In a meeting with the Dean of CASS, Professor Toni Makkai and Associate Dean (Education), Dr Royston Gustavson, Tas, Aleks, Ruohan Mel and I asked for clarification of the situation within the School of Politics and International Relations. Professor Makkai and Dr Gustavson reiterated the School’s commitment to excellence in education and teaching and stated that the College was investigating new methods of course delivery, including forum-based teaching models.

In a further meeting with the Deputy Head of the School of Politics and International Relations, Dr Andrew Banfield, Tas, Ruohan and I were assured that the number of hours of class for students within the school would not be reduced, however he could provide “no guarantee” of the future of tutorials within the school.

Since that meeting the VC has announced an enquiry into the changes occurring in the College of Arts and Social Sciences to be headed by Professor Marnie Hughes- Warrington. ANUSA will engage with this process and the Education Committee working group will be actively seeking student opinion and feedback and communicating it to key members of university management.

Election Campaign

I am currently planning a politics in the pub debate for the 27th of August. The event will be held at ANU Bar and Andrew Leigh has confirmed his attendance, the liberal party has also confirmed that they will supply a candidate to speak and Simon Sheikh is working to rearrange his diary.

There will be an election themed universal lunch hour on the 5th of September with a focus on higher education policy. The event should encompass a BBQ, live music and a number of activities.

Stop the Cuts Campaign

We have been planning for the national day of action on August 20th. There will be a “Pollie Crawl” which will leave from Union Court at 12:45pm and will pass by the offices of a number of existing and aspiring members of parliament to protest against the cuts to higher education, the “Pollie Crawl” will end at UniPUB where subsidized food will be provided to participants.

College of Asia and the Pacific Report

Nick Horton and Ross Tan

Course Representatives Reform:

- Reform is making steady progress. We have already received course representatives information from Chinese, Japanese and Hindi.
- Emailed each Head of Language (Chinese, Japanese, Korean, Hindi, Sanskrit, Indonesian) reminding to have course representatives elected by the end of Week 4, so that we can hold an orientation session at the end of Week 5. Each lecturer contacted was very supportive of the project and promised to send information about elections this week.
- Held a meeting Thursday 8 August with Mark Gibeau (Japanese lecturer) about his concerns about the structure of the course representatives project. He raised some very pertinent concerns, specifically regarding the chain of feedback from representatives to the College level. We have updated our policy document to incorporate a mid-tier communication of feedback to Heads of Schools and each language.
- We are currently waiting on information from Course Convenors to plan our orientation and brainstorming session (probably end of Week 5) to introduce course reps to the role and get their feedback on the nature of the role.

Student Services Review:

- After the submission of our report on student services to CAP Education and Andrew Walker, we met with Claire Shrewsbury and Georgie Lees from CAPEd on Friday 9 August to discuss the report and any solutions to the problems raised.
- The following issues and resolutions were discussed:

Issue 1: In general, students don't know the difference between the student admin contacts throughout the College (either School or College admin based). It is vital to provide clear information to students about whom to contact and for what.

Action: CAP Education services to investigate adding our email contact to all CAP UG Wattle sites – preferably at the top right of the page so scrolling is not required. Incorporate communicating with residential communities into communications plan for launch of CAP Student Centre. Look at creating a “hang-out space” similar to space in Union Court for students in CAP Student Centre.

Issue 2: Communications with various staff members in relation to student enquiries are not recorded in a centrally accessible place.

Action: Make a brief record of all communications/decisions in relation to student enquiries and their progress in the General comments field of the HR&SA system or on the unofficial transcript.

Issue 3: One hour time limit for YIA application form.

Action: Clarify with Leanne if this was a feature of the old application form and has now been resolved.

Issue 4: Problems with Chinese government scholarship linking with Universities which are largely unknown to ANU students.

Action: Communicate outcome of meeting with Chinese embassy staff this week to students.

Ask students on Ethel Tory and other ANU-funded travel grants to comment on their experience at the University they attended (introduce a report template) and collate this information on a site (possibly Wattle) accessible to students intending to undertake YIA in following years. Look at central Student Mobility Wattle site for examples.

Issue 5: Delays in responses from CAP staff – academic and professional.

Action: Recommend studentadmin.cap@anun.edu.au (or replacement email address to be confirmed in September) as first point of contact for all UG student enquiries. Include contact details on Wattle sites as noted above and incorporate this contact email in communications plan/posters to advertise CAP Student Centre.

Issue 6: Look at content of later year courses in Chinese and Japanese. Students feel that there is a gap between advanced courses and readings courses aimed at returning YIA students. Later year language courses do not adequately prepare students for a working life in the country of the target language as they focus on historical literature and poetry texts.

Action: Discuss with Associate Dean (Education) the possibility of setting up a Chinese for Business course for UG students or other similar courses which could be taught across Colleges where language and contextual study could be combined. Look at the innovative ideas being used in smaller enrolment languages as a guide to what would be desired by students in Japanese and Chinese language courses.

Issue 7: Frustrations re. time take to have credit applied after overseas study and ability to gain credit for courses undertaken in the target language which are not language tuition courses. They add to students' fluency but are not currently being credited towards language majors.

Action: Discuss with Associate Dean (Education)/Education Committee.

CAP Student Mobility Plan Korea and Japan Meeting:

- Nick attended the CAP Student Mobility meeting on Wednesday 7 August hosted by David Akers (General Manager of CAP) about his recent trip to Korea and Japan and the potential for further expansion of exchange programs.
- Several proposals were made:
 - Increasing the scope of non-language exchanges in Japan and Korea, to make full use of the increasing array of English-language courses offered in Japan and Korea (e.g. Global30 Program in Japan, etc)

- This could be followed up to raise a discussion item at the next CAPEC meeting about the possibilities of a non-language Year in Asia (e.g. for Security Studies students at University of Tokyo in English)

Consultation Hours:

- We held our first consultation hours last Tuesday 6 August.
- Nobody showed up, but we used this as an opportunity to discuss our own projects and change the Facebook page name so that it can be more easily viewable.

CAP Student Centre Meeting:

- Attended CAP Student Centre meeting 13 August

Other:

- Nick to attend new College Board Meeting as ANUSA representative Friday 16 August
- Facebook page name changed to "ANUSA Asia-Pacific Faculty Reps" and settings changed so that we can get more views
- We want to follow up issues regarding advanced language courses and credit transfers for languages raised in the Student Services Review and subsequent discussions with CAP Staff.

COLLEGE OF ARTS AND SOCIAL SCIENCE REPORT

Ruohan Zhao and Mel McLeod

School of Politics and IR Changes to Teaching

In the two weeks since CRC 5 much of our time has been occupied with meetings and discussions relating to the changes announced to the School of Politics and IR part-time and sessional staffing budget. This budget funds many tutors in SPIR as lecturers and full-time teaching staff can often not teach all tutorials themselves, so others with knowledge in the area are engaged part-time or sessionally for that particular subject.

Meeting with CASS Dean and Associate Dean of Education

Following reports from staff and students that tutorials in SPIR were going to be cut, we met with Toni Makkai and Royston Gustavson, along with Tas, Amy and Aleks. The CASS perspective is that budgets need to be cut somewhere as University finances are tight, but how courses are taught will remain up to the discretion of the particular lecturer.

CASS has been moving to a model of more interactive learning for the last 12 months, with forums and seminars replacing or supplementing the traditional lecture/tutorial model. According to Toni and Royston, the courses using the new modes of teaching are receiving the best SELT scores and are generally popular with students. They told us that the move to these new methods is not financially motivated but pedagogical and happens to coincide with the reduction in budget to part-time and sessional staff. Furthermore, the new delivery methods should not reduce contact hours, rather alter their format.

ANUSA Arts Faculty Representatives are of the opinion that budgetary constraints are one of the primary drivers behind the changes to the SPIR education delivery model. While we recognise the benefit of having more 'hands-on' and interactive workshops, we have a few concerns with its implications.

Firstly, while the number of contact hours does not change, the *quality* may. Tutorial ratios between tutor and students provide greater opportunity to talk to the tutor and develop personal connections with academic staff. We have heard from many students who cite tutors as important influences and mentors during their undergraduate years. We think that while interactive workshops carry advantages, we do not want to compromise this student-tutor interaction by installing one large workshop for every enrolled in a course.

Secondly, large forums often mean students who are reluctant to talk may miss out by being dominated by more talkative students or feeling shy in class. We think tutorial-sized classes are the best way to engage those who may feel less comfortable talking in groups.

In order to gauge student feedback, we plan on releasing a student survey to be sent out to courses who used workshop style forums in their courses. We will then take this feedback to SPIR to give them data regarding student attitudes towards the workshop style. We hope that they will then use this information to develop a policy that will reflect the needs of the ANU.

Meeting with School of Pols and IR

Ruohan, Amy and Tas met with Dr Andrew Banfield, the deputy of the school, regarding the SPIR tutorials changes on Friday the 28th of July. We brought up everything already mentioned in this report and our concerns regarding tutor-student impact and the hurried nature of the change. SPIR is happy to continue talking to ANUSA; it is important to create dialogue and not antagonise academics or staff members who are receptive to working with ANUSA.

Coursework Committee 6

We attended Coursework Committee meeting 6. Most of this was fairly routine, but proposed courses by SPIR were worthy of note.

SPIR proposed three new courses, all of which were designed with less contact hours than is standard, and none with tutorials. Representatives from other schools questioned this and also queried the move away from tutorials generally in the school. SPIR will be bringing a staff member with experience in the new teaching methods to the next Coursework Committee meeting to explain more about the teaching method and SPIR's move away from tutorials.

Advertising

We still have not used much money from our Faculty Representative budget, so we would like to use this money to advertise our Facebook Faculty page. We want to increase our social media presence (there are only 87 likes) to transform Facebook into an active platform to engage with students.

CASS Forum

We have already contacted Royston and CASS for another CASS Forum, which they had agreed to last semester. We have not had a response but will be following up with CASS.

COLLEGE OF BUSINESS AND ECONOMICS REPORT

Jennifer Darmody and Charlie Carroll

We have been focusing our efforts this term of purely attempt to focus on the quality of tutors and improving the class rep system. This is proving to be relatively tricky but we have found some ways to get around it.

Tutors

We have been in contact with some of our lecturers who we believe have had satisfactory tutors and will be meeting with them this week and next to discuss how they select their tutors and how closely they work with their tutors and will be using this to discuss with the Education Committee in the next meeting.

Class Reps

We will also be discussing the idea of class reps with these lecturers and have asked the Education Committee for permission to discuss this prior to the meeting next month. We are meeting with the science reps on Monday to discuss the way this system will be implemented so there will be more to add to this report in the meeting.

College of Engineering and Computer Science Report

Caroline Skinner and Andrew Welch

I would like to welcome Andrew Welch as the new CECS Representative now that Sanjay has gone on exchange. Andrew is a 4th year Engineering student majoring in Mechanics and Materials who has recently returned from a year in Texas. I look forward to working with Andrew for the remainder of the year.

This report contains a summary of the CECS Education Committee held in week two and a brief summary of our plans for the rest of the year.

CECS Education Committee

The main topics of discussion at the Education Committee were the allocation of tutors to courses, the use of wattle throughout the college and three year forward course planning.

- Allocation of tutors:
 - o Many courses do not allocate tutors before deadlines. This leads to tutors missing seminars run on how to tutor and causes problems for the college.
 - o We highlighted the student perspective, which sees 6 tutorials timetabled and then only three run (tutors are not available for all sessions).
 - o This leads to many timetabling problems as students enrol in other tutorials and classes based on the assumption all tutorials will run.
 - o It was agreed this was a serious problem and could have a very negative impact on SELT reviews.
 - o Suggestions to incentivise assigning tutors early or dis-incentivising assigning tutors late were discussed.
- Use of Wattle
 - o Some courses (particularly COMP courses) use platforms other than wattle.
 - o The college held a strong position that all courses should use wattle, and those that do not now will be made to switch later.
 - o As such it would be more beneficial for a transition to wattle to begin now.
 - o A symposium is being run and CECS is considering inviting students to present on what they consider to be a good wattle page to offer a different perspective. This is run in the second week of the teaching break.
- Three year forward planning
 - o This was not seen to be a problem in the college

- Computer Science was slightly concerned about the rigour of the three-year plan and the flexibility to not offer a course if a situation arose that was out of their control.

We were asked to report on the progress of the Systems Engineering Focus group. I stated that our current focus had been finding a new CECS representative and at that time, no additional progress had been made since last meeting.

Forward Planning

The two main areas I would like to focus on for the rest of the term are increasing the number of computer licenses and running the systems engineering focus groups. Below are brief three point plans to achieving these goals.

Increasing Computer Licenses:

1. Find a dedicated contact point in the college to discuss the changes with and who can be held accountable for ensuring changes are enacted when/if the college agrees to proposed changes.
2. Determine the type of licensing – network or computer based – to determine the most appropriate method of increasing licenses
3. Write a proposal to the college in regards to increasing network licenses and receive feedback. This will be cyclic until a compromise/agreement can be finalised.

System Engineering Focus Groups:

1. Determine a contact point in the college to ensure that the college will take any results seriously and to ensure that the college has appropriate input to the focus groups and feels a sense of accountability to the results.
2. Contact ESA to request help in recruiting students for the focus groups and run said focus groups.
3. Prepare a report of the findings and ensure any areas that need further clarification are dealt with.

Over the coming week I hope to begin both of these three-point plans as well as expand them to include more detail about how steps may be undertaken. I believe they are both achievable goals for the remainder of our term that would see an improvement in the quality of student life for CECS students.

College of Law Report
Antonija Kurbalija

1. AQF Honours Compliance

Not much has happened since the last CRC meeting. Honours was only briefly discussed at the LLB Committee meeting and with advice from Marnie Hughes-Warrington, it was established that the due date for undergraduate AQF implementation was 2015 and not June/July 2013.

The Director of LLB, Judy Jones received several student emails in response to the Communique, most of which raised the issue of the transition period and students falling outside it. I don't believe CoL adequately appreciates the large number of students that fall into this category. Judy took this feedback on board and will raise it in the College Education Committee meeting later today (or earlier today by the time this is read out).

Action

- Obtain ANU wide course dis-establishment policy and consider its application to the Honours program
- Obtain AQF transition policy and consider its application at ANU
- Continue to raise the issue at LLB Committee, CEC and LLB Director meetings.

2. Class Representatives

Aside from brief discussion with the LSS, this hasn't been progressed since the last meeting. The intention is to provide a joint report with the LSS at the next LLB Committee meeting. This leaves sufficient time for Education Committee approval and lecturer consultation before Semester 1, 2014.

Action

- Prepare draft and circulate to other fac reps for feedback.

3. Grading Distribution

A review of the College of Law's 'grading distribution curve' was announced at last week's LLB Committee meeting. This is an excellent outcome as law student have been petitioning for a review of the curve for years. Given the passion which many law students have on the curve, I requested that student input be collected early on and it was suggested (and approved) that this take place in the form of focus groups between students and the committee undertaking the review.

The nature of the focus groups was discussed briefly in my meeting with the director of LLB this morning.

Action

I have started tentatively/s and planning the focus group and was wondering whether any other colleges undertaken focus groups. In particular I'm after your opinion on the:

- Optimum size?
- Optimum time?
- Selection process for participating students?

I also intend to collect information on the grading policies at other law schools by contacting various LSS reps I might at the Australian Law Students' Association conference.

4. Meeting with Director of LLB (Undergraduate Law Degree)

Last week, Judy, the LSS Education (VP) and I arranged to have biweekly meetings. The primary purpose of the meetings is to progress Honours implementation but is also an excellent avenue for taking issues directly to the Director of LLB, rather than relying on sporadic LLB Committee meetings.

5. PAL

In Semester 1, 2014 the College of Law intends to introduce a PAL student mentoring program similar to the one run in the Science Faculty. The proposal is being implemented by College staff in conjunction with first year lecturers, however student feedback has been provided through the LLB Committee.

6. Pre-Exam Tutoring

At the last LLB Committee meeting, concern was raised by staff about student run pre-exam tutorials. Given that some other colleges are considering implementing a pre-exam tutorial system, I thought it may be relevant to share some issues raised. In particular:

- Incorrect or inconsistent information being provided by student tutors
- Lecturer involvement in the preparation of tutorial material and tutor selection
- Overlap between student and lecturer run pre-exam tutorials. Staff were particularly concerned that students seemed to prefer attending student, rather than lecturer run revision classes.