

# Minutes of the USASA Board Meeting

## Monday 3rd April 2017

### 6pm Jeffrey Smart Building JS6-13

---

**Present:** Kayla Dickeson: President and meeting Chair

Board Members

- Julie Baum
- Monamee Ishika
- Ryan Kennealy
- Louise Kyriaki
- Natansh Modi
- Jordan Mumford
- Izik Nehow
- Han Nguyen
- Daniel Randell: General Manager
- Bridget Laffy: Student Representative Support Officer.

**Advisors:** Nick Anderson, Arthur Siow

**UniSA Observer:** Allan Tabor, Director Student and Academic Services, UniSA

**Presentation:** Professor Allan Evans, Provost and Chief Academic Officer, Chancellery and Council Services, UniSA Curriculum Innovation Program

**Minute Secretary:** Trish Semple

The President declared the meeting open at 6.04pm.

#### 1. Meeting Opening

##### 1.1. Acknowledgement of Country

The Board of USASA respects the Kaurna Peoples' spiritual relationship with their country and that today we meet on the land of the Kaurna people, and recognise the Kaurna people as the custodians on the land where we meet. We recognise and respect their cultural heritage, beliefs and relationship with the land and acknowledge that they are of continuing importance to these people living today. This land was stolen and never ceded. Always was, always will be Aboriginal land.

##### 1.2. Apologies

The Chair noted the apology of Board Member Diana Wong due to study commitments, and, apologies in advance from Kemal Brkic for the July and August 2017 meetings, due to his study tours in Indonesia with Dr Greg Restall and Singapore with Dr David Caldwell, respectively.

Kemal will lodge activity reports for both meetings.

Izik moved a motion to accept Diana's apology and it was seconded by Natansh. The motion carried.

Kayla moved a motion to accept Kemal's apology and it was seconded by Natansh. The motion carried.

### 1.3 Conflicts of Interest

The Chair stated:

*'That all Members and officers in attendance declare that they have read and considered all papers within this agenda that require decision making and have no known conflict of interest or potential conflict of interest with respect to those matters.'*

**In referencing agenda item 2.4, Ryan Kennealy** declared that notwithstanding his parents' employment at DPTI, and by extension, some friendships with DPTI employees, he had no conflicts of interest.

### 1.4 Previous Minutes

#### 1.4.1 Confirmation of Minutes:

##### **6<sup>th</sup> of March 2017 Board Meeting**

The minutes of the Board Meeting conducted on 6<sup>th</sup> March 2017 were accepted as an accurate record of the meeting.

##### **14<sup>th</sup> of November 2016 Board Meeting**

The minutes of the Board Meeting conducted on 14<sup>th</sup> of November 2016 were accepted as an accurate record of the meeting.

Izik Nehow moved a motion that the previous minutes of 6<sup>th</sup> March 2017 and 14<sup>th</sup> November 2016 be approved. This motion was seconded by Natansh Modi. The motion carried unanimously.

#### 1.4.2 Matters Arising/ Action Log 6 March 2017

It was noted that the first student representative catch up meetings had taken place at City West, at City East, and Mawson Lakes. Low attendance was noted at all of these events, but there was some student engagement and the representatives will build on this knowledge for their next meetings, with suggestions for running bigger events with free food for students and other incentives.

### 1.5 Presentation by UniSA Provost Prof Allan Evans on the Curriculum Innovation Program

Prof Evans advised that he had started as Provost in 2013 and has since taken a whole-of-curriculum look, school visits, how many students are applying for degrees and courses, student retention and feedback.

Prof Evans said that whilst universities are constantly starting new 'programs' they are not good at stopping and evaluation. He is looking at innovation around curriculum: how degrees are structured; matching degrees and courses with industry opportunities and academic resources, more resources for popular courses; more analysis of feedback including of student retention and staff satisfaction.

He said that UniSA's digital learning and innovation courses are overwhelming students.

Prof Evans consults with academic staff, looks at teaching facilities, teaching quality and encourages feedback on every course offered.

More checks and balances are required for prevailing issues with student placements and provider pressures in industry sectors with reduced numbers of positions, such as in the state health system.

Prof Evans acknowledged that students are surveyed a lot but he urged well-constructed and consistent emails to students - calling for and enabling student feedback from which he provides considerable detail to the academic board.

Concerns to and responses from Prof Evans included:

- Bridget Laffy: Asked to what extent industry accreditation boards are consulted when designing vocational degree curriculums. Prof Evans said the roles of advisory / accreditation boards are both prescriptive and important;
- Louise Kyriaki enquired about the resolution for a student who is four weeks into a course and not going well;
- Prof Evans advised that intervention and consultation for solutions such as extra tutorials are available options;
- Izik Nehow, on aviation courses, said that four (4) hour lectures are a concern that he had addressed with course coordinator, without resolution;
- Prof Evans's advice was to inform the head of school of concerns, and include himself in communications.
- Kayla Dickeson asked Prof Evans to tell the Board how on-going student consultation occurs outside of student feedback – Prof Evans explained that students can access committees through school and divisional boards

The Chair thanked Prof Evans for his participation and his advice to the Board.

The starring of items occurred. It was decided that the following items would be starred for discussion. 2.1, 2.2, 2.3, 2.4, 2.5, 2.6, 4.4, 4.5.2, and 4.5.3

A motion was moved by Kayla to accept all unstarred items as read and accept them for noting. This motion was seconded by Ryan. The motion carried.

## **2 Matters for Decision**

### **2.1. Committee Terms of Reference (Kayla)**

#### **2.1.1. Governance Committee Terms of Reference**

Izik moved a motion to accept the Terms of Reference for the Governance Committee. This motion was seconded by Natansh and was carried.

It was discussed that the Finance Committee TOR, and Events and Marking TOR were not the current versions. A decision was made to defer items 2.1.2 and 2.1.3 to the next Board meeting.

Bridget reminded Committee convenors to email things directly for inclusion in the board papers to ensure that all papers used are up to date.

### **2.2. USASA Annual General Meeting**

Daniel Randell recommended that the USASA 2017 AGM is held on Monday 1<sup>st</sup> of May prior to the Board Meeting at 6:00pm at the City West Campus JS6-13.



Louise Kyriaki said that a student could be half dead but would not miss the exam in the event they cannot defer or resit. She believes that students are not aware of the deferral or re-sit option if they are genuinely unwell.

- Allan advised that a student can defer once within prescribed timelines, but cannot defer twice;
- If a student sits an exam, circumstances need to be extreme not to be marked on that exam.
- Currently, if a student sits, he / she will be marked.
- In relation to stress provoked illness the student must have presented a medical certificate prior to the exam.

Allan, in response to Izik Nehow, advised that the review of current guidelines is aimed at clarity and would cover including unexpected circumstances.

- He confirmed that there is no doctor on the Academic Assessment Panel. It was noted that in any event, doctors cannot disclose information on a student's health.
- The Assessment Panel works from Incident Reports within which is essential information to support its decision.
- He confirmed that exam sitting guidelines are available in course outlines, at the website and within written exam information.
- **Prescribed exam times:** Allan confirmed it is currently three (3) hours. However, assessments may be written to enable completion in 2.5 hrs (for instance) giving students the remaining .5hrs to refine their paper if they wish OR they can leave in 2.5 hrs.
- The student who spends three hours will not be marked up because he/she used the allocated time.

**Review timeline:** Allan advised that the review timeline is October 2017. The review is comprising two parts: (1) focus groups and (2) broader student consultation to get the views of students.

Allan would ascertain whether USASA would or would not facilitate focus groups.

In conclusion, Allan urged the Board to read the entire policy in relation to exams within which 'special consideration' is a small part. He assured the Board that 'absolute clarity' is his firm aim.

## 2.6. ENTEXT

### Background

On the 3rd of March 2017, the Student President Kayla Dickeson was contacted via email by Professor Sheridan Gentili regarding the "ENTEXT" policy, specifically in reference to the allocation of extra time in examinations and the use of bilingual dictionaries in undergraduate courses.

Allan Tabor said that equity requirements to determine legitimate culturally diverse students should be addressed in the enrolment processes including the box ticking function.

## 3. Matters for Discussion

### 4. Matters for Noting

#### 4.1. Finance report

#### 4.2. General Manager's Report

- 4.3. President's Report
- 4.4. Board Members' Reports\*

Ryan asked Han about the information in her Board paper stating that two thirds of students live under the Henderson Poverty Line. It was confirmed that this is from a 2012 Universities Australia report, which is the most recent data available.

#### 4.5. Committee Meeting Minutes

- 4.5.1. Governance Minutes
- 4.5.2. Women's Minutes\*

Ryan asked committee members to explain what an autonomous women's space is. Kayla explained that it is a space for female-identifying students to congregate for women's collective meetings, discussion, women's events. Louise explained that women's rooms at universities often have resources for women such as sanitary items, counselling, support services specific for women.

- 4.5.3. Finance Minutes\*
- 4.5.4. Events and Marketing Minutes\*

#### 4.6. Marketing Report

### 5. Any Other Business

#### 5.1 Food for future meetings

It was agreed to explore alternative food in addition to but not replacing pizza.

#### 5.2 NUS

##### **Ryan Kennealy delivered the following speech:**

In our first board meeting in February, I outlined my vision for 2017. In front of this board, I promised to work to ensure that the Board remained truthful, trustworthy and accountable. At the time, I reflected on our commitment to students. My commitment is to ensure that they get the services they need. The purpose of me making this statement is to remind members that we must ensure that students come first in our decision-making process.

I have had time over the last month to reflect on the affiliation USASA has with the NUS, and tonight I want to make my views clear so that there can be a greater awareness of how the activities of the NUS impact on our work as representatives. I believe many issues regarding how the NUS is viewed publicly, including our affiliation to it, have not been discussed in the detail in which they should. For example, if it was not for my starring of an item regarding an NUS campaign in the last Board meeting, it would have passed in an instant without the critical analysis it deserves.

We have not been listening as clearly as we should of to the students we represent. The 2017 student survey on SSAF funding highlighted that the most important things to students that we could offer them included employment and career services, publications such as *Verse Magazine*, giveaways and services such as Brekky Bar. Let me make the point that funding for the NUS was one of the least

preferred options (page 13 of the survey, Table 9). Simply put, students really don't care about the NUS because it has no direct impact on their studies or career development, which are the two main reasons why people are at UniSA in the first place.

The Student Magazine of the University of Sydney noted in 2016 that "so few students were aware of the NUS" and they should "not be compelled to pay money towards it". It is for this reason that in 2015, the Adelaide University Union (AUU) pulled its funding for the NUS and redistributed it into a scholarship program for refugee students. These are the things that are making a real difference to students.

We must remain critical of the campaigns of the NUS and any other organisation we are affiliated to, because once they pass this Board, they carry our mark, our support and our logo. We have a responsibility to carefully overlook everything that comes across the Board.

As representatives, it is our responsibility to uphold the reputation and public image of this board, and that includes any public statements we make and any organisations we are affiliated to, and that includes the NUS. From financial instability to factional fighting at conferences, the NUS, in the eyes of many, is perhaps not the union it once was.

And as I have said, the purpose of me making this statement is to remind members that we must ensure that students come first in our decision-making process. We must not let ourselves get carried away with endorsing campaigns, policies and ideas that may come back to bite us.

## **6. Close of Meeting**

**6.1** Next Meeting Monday 1st May at 6:00pm to be followed by the 2017 Annual General Meeting

**6.2** Apology: Arthur Siow advised that he would not be attending the next meeting due to the impending arrival of his new baby.

The Chair declared the meeting closed at 8:25pm