

USASA Diversity, Equity and Access Committee

Terms of Reference

Purpose

The Diversity, Equity and Access Committee is a Committee of the USASA Board, which provides the Board with advice and assistance on matters relating to the support of student groups who face systemic barriers or unique challenges to access and equity in their university experiences and outcomes. These groups include (“identified groups”):

- Aboriginal students;
- female students;
- LGBT+/queer students;
- students with disabilities, learning difficulties or chronic illness;
- students from non-English speaking or minority ethno-cultural backgrounds;
- rural and regional students;
- international students; and
- online students.

The Committee may support the USASA Board by:

1. Investigating and assessing the viability and efficacy of measures which could be, or have been, implemented to address needs, concerns, and opportunities of students;
2. Promoting and implementing initiatives aimed at improving or supporting access and equity of students, including through events and campaigns;
3. Establishing and maintaining a constructive dialogue with the University in relation to access and equity issues faced by students;
4. Assisting with the approval of, and acting upon matters relating to the welfare and wellbeing of UniSA students; and
5. Addressing matters that the Board may refer to the Committee in connection with USASA’s position and activities in relation to equity and diversity issues.

Authority

The Committee shall make recommendations and proposals to the Board on all matters unless the USASA Board expressly delegates authority to the Committee to make decisions.

Membership

The Committee will consist of at least three elected USASA Board members, with one of these members acting as the Convener of the Committee and one as Secretary. These positions should be filled as soon as practical after the election of a new Board. The President and CEO are ex-officio members of the Committee.

If a Committee member cannot attend a meeting, they must notify the convener and provide an apology. If a Committee member fails to attend three meetings in a row, their membership will be reviewed by the Committee.

Guests

The Committee, in consultation with the USASA Board, may invite students from the identified groups to attend meetings and participate in the Committee's deliberations. Particular consideration will be given to involving students from identified groups which are not represented on the Committee. An open invitation may be extended to a representative of relevant USASA clubs. An invitation will also be extended to a representative of the UniSA Student Engagement Unit: Access and Inclusion.

Meeting Arrangements

The Convener of the Committee will be responsible for the organizing of all the meetings, including room bookings, and sending out communications to Committee members. The Committee will aim to meet at least once per month. A quorum will be half of the total number of filled Representative Positions of the Committee.

The Committee will seek to reach recommendations by consensus. Where a vote is required, the Committee will make resolutions on issues based on a majority vote of the Committee's USASA Board and ex-officio- members. Guests will not have voting rights.

Reporting

The minutes of the Committee's meetings are to be recorded by the Secretary, or another Committee member in the Secretary's absence. The draft minutes will be sent to the Convener within seven days of each Committee meeting. The Convener will be responsible for submitting minutes of Committee meetings for inclusion in the papers for the next meeting of the USASA Board.

Review

The impetus for this committee should be reviewed annually

This version adopted:	June 2021
Last reviewed by committee:	February 2022

