

University of Melbourne Student Union



Agenda of the Education Committee

Meeting 6/17

11 AM on 12-04-2017

Location: OB Space, Union House

Meeting opened at:

1. Procedural Matters

- 1.1 Election of Chair
- 1.2 Acknowledgement of Indigenous Owners
- 1.3 Attendance
- 1.4 Apologies
- 1.5 Proxies
- 1.6 Membership
- 1.7 Adoption of Agenda

2. Correspondence

3. Office Bearers' Reports

4. Motions on Notice

5. Motions not on Notice

6. Other Business

7. Next Meeting

8. Close

Agenda

1. Procedural Matters

1.1 Election of Chair

Take note that if the chair is a voting member, they do not get a vote.

Motion 1: That Caley McPherson be elected Chair

Mover:

Seconder:

1.2 Acknowledgement of Indigenous Owners

1.3 Attendance

Committee members:

OBs: Caley McPherson, Roger Samuel, Sinead Manning

1.4 Apologies

1.5 Proxies

1.6 Membership

Daniel Lopez no longer a member of the Committee.

1.7 Adoption of Agenda

Motion 2: That the Agenda as presented be adopted

Mover:

Seconder:

2. Confirmation of Previous Minutes

Motion 3: to confirm the previous minutes of the Education Committee (23/03/2017) as a true and accurate record.

Mover:

Seconder:

3. Matters Arising from the Minutes

4. Correspondence

5. Office Bearers' Reports

Education Public Report

How Privilege Manifests in Tutorials

We have set up a Facebook group for the attendees of our Diversity Week event. This group is a space to organise, share resources and articles, plan workshops and forums, and generally keep in contact.

Following the group, we have been following up the processes for students to report instances of racism, sexism, queerphobia, and so forth. We met with Paul from Advocacy on the 6th April to discuss this (see below).

Discrimination Reporting

We are in the process of setting up a new reporting mechanism for students via the UMSU website. At this stage, it looks like every department page will have a link to the Advocacy service webform and an alternative anonymous form if students are uncomfortable with pursuing their grievance through advocacy. Any matters reported through the non-Advocacy form will be dealt with by Officer Bearers, but with reference to Advocacy if anything is unclear or any questions arise. This increases the ways in which students can report their experience(s) to their union, thus enabling student representatives to be evermore representative!

PEP

PEP applicants have been notified of their success following the interview process. Arranging interviews was a learning curve for us, but we figured it out in the end.

PEP volunteers have been invited to a training day on the 13th April.

Education Week

The Victorian Government Education Week is running from the 21st-28th May 2017. We have been in contact to ascertain the best way for UMSU Education to be involved in the week.

Sanctions on the My.Unimelb Webpage

We have prepared a document for Fiona Downie at Stop 1 about the way in which academic sanctions appear on students' my.unimelb pages. Currently, sanctions are unremovable red notifications next to 'My Alerts'. We would like there to be more supportive services included on the front page for students with sanctions (such as SUAS and Academic Skills), and the ability to change the colour or move the sanction notification once it has been clicked and acted upon. The sanctions in their current state reinforce what students have done wrong in the past, rather than encourage or support them to do better going forward. Our concerns are with the my.unimelb team, and will be following up accordingly.

Service Related Fees and Charges

Yasmine and Sinead are meeting with Paul Rekaris again on the 12th April to discuss next steps.

Elected Representatives

The second elected reps meeting was on the 7th April at 11am. In this meeting, we touched base with Chancellery about Cadmus, harm reduction, the sexual assault survey and consent modules, transport concessions, the breadth working group, and some other issues.

Students' Rights at Work Collective

As well as establishing the StRaW Collective, we are producing a pocket guide to work rights to distribute among students. We are also in continued contact with the Young Workers' Centre with regards to establishing a workers collective on campus.

Education Week Event

On the 23rd May, we are holding a 'Self-Care with UMSU Education' event. This pairs university students with primary school children (years 4 to 6) for a half-day focusing on self-care. The workshop will feature dance and movement activities, lunch, and guided meditation. The buddy system allows the primary school children to discuss their experience of the workshop, and be guided by a mentor. University students have the opportunity to positively engage within the broader community. Moreover, a positive experience at a young age with UMSU/University could encourage the schoolkids to pursue a degree at Melbourne/get involved in their student union when the time comes.

Constitutional Working Group

Sinead attended the 3rd meeting of the Constitutional Working Group on the 10th April. Minutes are available via the UMSU website.

Finances

Meeting Number	Meeting Date	Item Description	Budget Line	Amount Passed	Comment
1/17	8/12/16	Facebook advertising	Campaigns, Special Projects & Events	\$50	Spent \$27
1/17	8/12/16	Magnets	Campaigns, Special Projects & Events	\$400	Spent \$358
1/17	8/12/16	Tote bags	Campaigns, Special Projects & Events	Remainder of 2016 budget	Spent \$2130
1/17	8/12/16	Silent Disco DJ	Campaigns,	\$1500	Spent

			Special Projects & Events		\$1150
1/17	8/12/16	Education booklet	Campaigns, Special Projects & Events	\$2000	Spent \$2000
1/17	8/12/16	Badges	Campaigns, Special Projects & Events	\$500	Spent \$500
1/17	8/12/16	Calendar	Campaigns, Special Projects & Events	\$1000	Spent \$790
1/17	8/12/16	Counter course handbook	Printing	\$3800	Spent \$1628
1/17	8/12/16	Counter course website	Campaigns, Special Projects & Events	\$3000	Two installments: \$1170 and \$1620
2/17	24/1/17	Illustrations	Campaigns, Special Projects & Events	\$600	Spent \$330 and \$230
2/17	24/1/17	Counter course website	Campaigns, Special Projects & Events	\$3000	Spent \$1485 and \$450
4/17	7/3/17	Tote Bags (additional)	Campaigns, Special Projects & Events	\$1439	Spent \$1439
4/17	7/3/17	Badges (additional)	Campaigns, Special Projects & Events	\$195	Spent \$94
4/17	7/3/17	NDA Events & Promotion	Campaigns, Special Projects & Events	\$500	Spent \$44 (approx, exact amount TBC)
4/17	7/3/17	Bar Tab (EdPub@Pub,	Campaigns, Special Projects	\$450	Spent \$72.60

		Human Library)	& Events		
4/17	7/3/17	SummerFest Food and Drink	Campaigns, Special Projects & Events	\$200	Spent \$200
4/17	7/3/17	Education Guide Printing	Campaigns, Special Projects & Events	\$640	Spent \$640
4/17	7/3/17	Carnival Day Activity	Campaigns, Special Projects & Events	\$200	Unpaid
5/17	23/3/17	Governance Training	Campaigns, Special Projects & Events	\$465	Spent \$425

Education Academic Report

Key activities:

Cadmus

We have spoken to students in lectures/tutes in every Cadmus trial subject, about the role of UMSU, and how we can help them if they have any issues during the trials. We have also been in contact with all of the coordinators of trial subjects, and will be releasing a survey via the LMS to get student feedback throughout the trial. At the General Education Forum on the 30th of March we will be speaking to students about Cadmus, answering some frequently asked questions and receiving student feedback and suggestions for change.

The meeting with Richard James and Lauren Reader about Cadmus went relatively well. It seems that the University will make little progress until the results of this semester's trials are received, but we have provided a list of technological issues, as well as some policy implications for negotiation.

We have met with members of Academic Board such as the President Nils Olekhans, Deputy President Pip Nicholson, Parshia Stecum, Associate Dean of Arts (Teaching and Learning), Robyn Sloggett & Justin Zobel.

Roger and Yan spoke at Academic Board and directed specific questions to the Provost, asking for a guarantee of no Cadmus implementation without Policy and consultation done in conjunction with academic board and Students. We achieved a guarantee that we will be receiving the results of the current Cadmus trials, which will put us in a much stronger position to understand the student experience of the

Cadmus software. We also received in principle support for a greater role for Academic Board and UMSU representatives in the Cadmus process, particularly if a decision is made to start using Cadmus in other subjects.

SRN

An SRN meeting is being held on Wednesday the 22nd of March. Issues for discussion include the Review into service related fees, Cadmus and changes to Student Success. This is also a forum for students to report back information from their Committees, and discuss strategies for raising issues at future committees. We have scheduled all of our SRN meetings for the rest of the semester. We've sent this schedule to Paul from Advocacy, and he intends to attend in order to keep up with what is happening on university committees, and to report the trends in the types of issues that Advocacy is receiving.

Password protected lecture recordings

We have also looked into the possibility of providing exemptions to the remaining unrecorded lectures via a password system. If a student in a subject that is exempt from recording lectures has accessibility requirements and cannot attend lectures, they could potentially receive a password so that they are able to watch the lectures online. We have investigated the practical issues around passwords and lecture capture, and this seems technically feasible. We are now discussing the possibilities for a password protected lecture recording option with Chancellery through a joint working group between APC and TALQAC.

Constitutional working group:

At the constitutional working group we discussed potential changes to the way that the two offices in the education department work together.

We agreed to contact previous Education Academic Officers to investigate how the offices have worked together in the past.

Regular meeting with Advocacy

Paul confirmed that Advocacy has not received issues stemming from the Cadmus trial.

We have scheduled meetings every two weeks to ensure the coordination of efforts between Advocacy casework and our communication with the University.

Associate Degree in Urban Horticulture

We have been informed that the university wishes to discontinue this degree, we are writing a submission in conjunction with students from the Burnley campus that will be presented to APC on the 28th April. The decisions made at APC will then have to be approved by Academic Board.

Elected Reps

We received in principle support for a working group or committee overseeing Cadmus and making decisions around it.

Tent on South Lawn

We had a very successful tent on South Lawn at lunchtime on Thursday the 6th of April, giving away juice boxes turned out to be a very effective way to engage with students. We gave away the remaining showbags from Summerfest, people were really interested to read the Counter Course handbooks and to hear that there were student representatives taking their issues to the universities. We also had a number of people come to us with issues that we either referred to Advocacy, or actioned ourselves.

Motion 4: To approve and accept the Office Bearers Reports (and recommendations)

Mover:

Seconder:

6. **Other Reports**

7. **Motions on Notice**

Motion 5: To pass up to \$50 from the Campaigns, Special Projects & Events Budget Line to pay for catering for PEP Training.

Mover:

Seconder:

Motion 6: To pass up to \$100 from the Campaigns, Special Projects & Events Budget Line to pay for Tarot Card promotion artwork

Mover:

Seconder:

Motion 7: To accept the following Committee Meeting timetable for the rest of the semester.

Education Committee: Semester 1 2017 Meetings

	DAY:	TIME:
Meeting 6	Wednesday, April 12th	11AM
Meeting 7	Thursday, April 27th	12PM
Meeting 8	Thursday, May 18th	11AM
Meeting 9	Thursday, June 1st	12PM

Mover:

Secorder:

8. **Other Business**

9. **Next Meeting**

10. **Close**

Meeting closed at:

Certified by Chair:

Signed:

Dated:

