

Confirmed Minutes of the Education Committee

Wednesday 1 July 2015

12 PM

Meeting 9

Location: Training Room One, Level Three, Union House

Meeting was declared inquorate by Conor Serong at 12:30pm.

Attendance

Office Bearers: Nellie Montague; Conor Serong.

Committee Members: Paul Sakkal; Anneke Demanuele; Tess Grimmond.

Apologies: Alex Fielden; Dominic Cernaz; Shanley Price.

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 Adoption of Agenda

2. Confirmation of Previous Minutes

Note: several sets of minutes require confirmation, including the minutes of several inquorate meetings.

3. Matters Arising from the Minutes

4. Office Bearers' Reports

4.1 Education (Public Affairs) OB Report



University of Melbourne Student Union

Report of
Conor Serong
Education (Public Affairs) Officer

To Education Committee
01/07/2015

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Training Room One, Union House

Key activities:

Conferences policy

I have been working on a policy to be put to Students' Council governing the processes by which subsidies are awarded to students for attendance at conferences or similar events requiring travel. It also governs reporting requirements around similar events. The motivation behind this policy is that, as many hours were spent on these processes in regards to Education Conference, the current lack of policy (the Financial Regulations' *Grants* section does not cover expenditure of this nature) should be rectified. Once this policy has been finalised it will be put to Council for a vote.

NUS Education Conference

The National Union of Students' Education Conference is coming up. Held at the University of New South Wales this year, it will run from 6-10 July. A small UMSU contingent will be attending, comprising those who do not belong to a national factional grouping, or would prefer to stay with colleagues from UMSU – we will be staying at a hostel in Coogee, nearby the host University. Following Conference we will submit reports detailing the knowledge and skills gained at the Conference, and how they can best be applied to improve the student experience at the University of Melbourne.

NUS Quality Survey

The National Union of Students' Quality Survey closed on 15 June. While we have not received word on how many submissions were received from the University of Melbourne and UMSU, the time spent on data entry of completed hardcopy surveys suggest we had a considerable number of submissions. Once the NUS make public the survey's results, they will be reported on here.

Academic Consultation and Coordination Committee

As reported in the most recent report to Committee, I have been appointed to the Academic Consultation and Coordination Committee (ACCC) as UMSU's representative. This committee held a function on the evening of 24 June, in the form of a dinner hosting Dr Charlie Nutt, the Executive Director of the National Academic Advising Association (NACADA), a US-based non-profit organisation dedicated to improving student advising.

Attending this function were Neil Robinson, Executive Director of Academic Services and Registrar; Catherine Mann, Manager of Student Advice Program; Professor Janet Hergt, Deputy Dean of the Faculty of Science; Associate Professor Alison Duxbury, (outgoing) Associate Dean of Law; Associate Professor Wayne Kimpton, Associate Dean Learning and Teaching of the Faculty of Veterinary and Agricultural Sciences; Professor Pip Nicholson, Deputy Vice-President of the Academic Board; Marija Maher, Director of Academic Strategy; Professor Marilys Guillemain, Associate Dean Learning and Teaching of the Faculty of Medicine, Dentistry and Health Sciences; Sue Elliot, Deputy-Provost and Deputy Vice-Chancellor (International); Liz Capp, Director of

Students and Equity; Professor Richard James, Pro Vice-Chancellor (Academic); Professor Dick Strugnell, Pro Vice-Chancellor (Graduate and International Research); and Associate Professor Felicity Baker, Associate Dean Academic of the Faculty of the Victorian College of the Arts and Melbourne Conservatorium of Music.

The University is currently hosting NACADA's international conference, within which I have attended a number of workshops pertaining to student advising. I have been pleasantly surprised by how centrally involved many key figures at this conference believe students should be in University decision-making, and I brought this up at the ACCC function. I will be pursuing this topic with various University staff to try and enhance the role that UMSU plays in student advising and other decision-making processes. In particular I would like to see an expanded and more interdependent and cooperative network between the UMSU Mentoring Network, the UMSU Host Program, the University's Student Connect, and a number of other programs. As such, I will be meeting with relevant directors and staff to further these conversations in coming weeks.

National Day of Action

The National Union of Students has called the next National Day of Action for Wednesday 19 August.

24 hour study space

As previously reported, I have begun consultations around opening parts of Union House for 24-hr access during SWOTVAC and exam periods. There is nothing further to report yet, but these discussions are ongoing and I will report any progress to Committee and Council.

Expenditure since last report:

The only expenditure since the last report has been in the form of distributing subsidies for Education Conference, as per the motion passed by Committee earlier this year. Once all expenditure of this nature has been finalised, one cohesive report will be produced for clarity. In the meantime, information of expenditure to date is available upon request.

4.2 Education (Academic Affairs) OB Report

University of Melbourne Student Union

Report of
Nellie Montague and Shanley Price
Education (Academic) Officers

To Education Committee
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Exam Support Stall

Exam support stall was very successful, over 2000 Chupa Chups, 2304 bottles of water, over 500 pens and pencils and a total of 2585 students were serviced! Big thanks to UMSU Advocacy for coordinating this important service and to OBs who gave up their time to volunteer on the stall.

Academic Misconduct Hearings

There are unfortunately lots of hearings being undertaken post exams, we are working with faculties to make sure a student representative is present on all hearing committees and that correct procedures are being followed.

Student Reps on Academic Misconduct Hearings

We are producing an FAQ document for faculties to ensure they are following the correct procedure and know who to contact to get student reps for all hearings.

Misconduct Process

With changes being made to the misconduct processes at the University we are talking to Penelope Pepperell who is overseeing these changes to ensure student representation occurs at every level of governance around these important issues.

EdCon

We have been planning for EdCon next week, and preparing our presentation on the SRN about how we recruit, train and support student representatives here at UniMelb as well as how to increase student representation at every level of University Governance.

CnS Education Officers

Meetings are being arranged with the new Faculty Club Education Officers elected at recent AGMs to discuss the possibilities for clubs to run educational and academic events as well as to inform them of any support we can provide for these positions.

Book Bazaar

The Book Bazaar will be held in Week 2 of Semester 2, we will be selling second hand books for students that donate them and returning the money back to them. Advertising will start in O-Week and the event will be run in North Court. More info to come.

Women in Higher Ed Week

Planning is under way for this week 3 event. Panels, educative online campaigns and trivia all being explored. Stay tuned!

Burnley Issues

It has been brought to our attention that lecture capture infrastructure is lacking at Burnley, we are working with the relevant parties at the University to rectify this situation.

Countercourse

Ongoing advertising for submissions and the addition of a Standing Room voucher to add incentive to submit reviews of subjects.

Universal Representation

One of the overall goals of this department this year is to increase student representation at all levels of the University, this is being achieved through working with academics and staff and lobbying for student reps on all new and existing boards and committees.

5. Motions on Notice

5.1 Book Bazaar Expenditure

Preamble: UMSU is taking over the previously UMSU International run event of a second hand book stall. This is an important chance for students to easily get money from books they no longer need. UMSU will be selling books for students and then returning the money back to them. We are looking at a much smoother process involving the ability to register books online as well as pay for books by card on the day. The event will be run over two days on Wednesday and Thursday of Week 2 of Semester. Exact costs are unsure at the moment but this \$200 will cover expected initial expenditure. All items will try to be sourced for free before we commit to paying for them.

Motion: To pass up to \$200 from Campaigns, Special Projects and Events budget line to cover the cost of running the Book Bazaar, including but not exclusive to printing, advertising, hiring tables, hiring an EFT machine and other related costs.

Mover: Nellie Montague

Second:

5.2 Countercourse Standing Room Voucher

Preamble: To encourage students to submit Countercourse submissions we are offering an incentive of a \$30 Standing Room voucher. We hope to encourage submissions from a wide range of subjects from students that may not have submitted before, so we hope this incentive will encourage more and varied submissions.

Motion: To pass \$30 from the Campaigns, Special Projects and Events budget line to cover the cost of a \$30 voucher for Standing Room for a randomly drawn submission to the Countercourse Handbook

Mover: Nellie Montague

Second:

5.3 Snacks for Collective and Committee

Motion: To pass up to \$100 from the Campaigns, Special Projects and Events budget line to purchase snacks for the Education Collective and Committee for the remainder of the year.

Mover: Conor Serong

Second:

6. Motions not on Notice

7. Other business

8. Next Meeting

9. Close