

**University of Melbourne Student Union**



**CONFIRMED Minutes of the Education Committee**

**Meeting 7/17**

**11 AM on 18-05-2017**

**Location: OB Space, Union House**

**Meeting opened at: 11:12 AM**

**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 Roger Samuel be elected Chair

Mover: Conor

Seconder: Katherine

CWD

**1.2 Acknowledgement of Indigenous Owners**

**1.3 Attendance**

Committee members: Mindi, Jade, Conor, Charles, Katherine, Jana  
(phone)

OBS: Caley, Roger

**1.4 Apologies**

Sinead, Kasey

**1.5 Proxies**

Kasey to Katherine

**1.6 Membership**

Charles Peak is now a member of the Education Committee.

**1.7 Adoption of Agenda**

**Motion 2:** That the Agenda as presented be adopted

Mover: Katherine

Seconder: Conor

CWD

**2. Confirmation of Previous Minutes**

**Motion 3:** to confirm the previous minutes of the Education Committee  
(12/04/2017) as a true and accurate record.

Discussion: Jade informed us that the previous minutes were wrong, so the parts that had been missed were noted as amendments. The minutes were then passed on the proviso that those amendments be made.

Mover: Katherine

Seconder: Conor

CWD

**3. Matters Arising from the Minutes**

#### 4. Correspondence

#### 5. Office Bearers' Reports

##### Education Public Report

##### Education Public (Sinead Manning)

##### PEP Collective

Our third PEP collective meeting was held on the 1st May. We brainstormed the goals of our campaigns.

**Access:** The access stream intend to run an outreach campaign for a new program supporting low SES secondary school students. This will be in the vein of the In2Science program. Whilst not targeted at the current student population, this campaign is working towards greater diversity in future university intakes. Further, it is important for current university students to continually lobby for a high quality of, and access to, tertiary education.

**Equity:** Equity volunteers are working on a proposal for a printing credit to be granted to students as part of their enrolment in a subject. They are campaigning for the university to begin a semester long trial, perhaps in a Bachelor of Design subject.

**Quality:** The quality stream are discussing the procedures and implementation of policies around the Student Experience Survey, as well as tutor training resources.

Senator Birmingham's budget proposal had not been released at the time of our last meeting, so I cannot provide further information about how PEP volunteers are working on it. However, there has been robust discussion in the Facebook group. Our next collective meeting will focus on responding to the budget.

##### Federal Budget: Higher Education Proposal

UMSU Education is disgusted by the proposed changes to higher education. In particular, the 2.5% funding cut, 7.5% fee increase, lowering of the HECS-HELP repayment threshold, disadvantage to students from New Zealand, and the Quality Indicators of Learning and Teaching. I don't want to brief you on the budget here, but there are multiple posts on the UMSU Education Facebook page including links to a petition, debt calculator, and the UniMelb Contingent to the NUS Rally.

Our budget response will include:

- Fodder live budget panel (9th May)
- Post-budget speak out in South Court with NUS (10th May)
- Hosting an EdPub@Pub post-budget pub night (11th May)
- Postcard campaign to cross-bench senators
- A banner painting day in the Arts Lab (probably 15th May)
- Speak out in South Court with BBQ pre-rally (17th May)
- Taking students to the NUS rally (17th May)
- Multiple phone banks (Dates TBC)

- An event with the NTEU (Date TBC)
- Panel events (both formal and informal) (Dates TBC)

### **SRN**

The SRN met on the 2nd May. I discussed the government's higher education budget proposal, including our response (see above). We also discussed the FlexAP Green Papers, discontinuation of the Associate Degree in Urban Horticulture, assessment feedback and procedures, Cadmus, and the external review of Academic Board and its committees.

I would like to highlight the release of the FlexAP Green Papers, and encourage all students to read them (find them at [provost.unimelb.edu.au/FlexAP](http://provost.unimelb.edu.au/FlexAP)).

### **University FlexAP Forum**

On the 3rd May, the University held a staff forum for the FlexAP. The chair of each workstream that has released a completed green paper (Physical Infrastructure, Virtual Infrastructure, Large Undergraduate Subjects, Timetabling) gave an overview of their process and recommendations. The Curriculum Structure and Approach, Curriculum Sharing, and Semester Structure workstreams intend to release their green papers in the next four weeks. The Academic Workforce green paper will not release its own green paper until the recommendations of the other seven workstreams have been put forward.

The recommendations discussed at the forum were well-considered and I am cautiously optimistic about the first four green papers. However, there were some issues in the ensuing discussion where it seemed the physical infrastructure and timetabling workstreams had not considered disability access in their work. These issues will continue on an individual basis, which is a shame considering the potential for accessibility to be embedded in the workstream recommendations.

### **Radical Education Week (1st-5th May)**

My radical education week events went well. At the Lost Subjects workshop, we brainstormed the ways in which student activists can preserve memory and pass on knowledge. Since the introduction of the Melbourne Model, the University has seen a fast turnover of undergraduate students. This has damaged the ability of student activists to pass on knowledge of campaigns. Things which were once abhorrent (the introduction of the Melbourne Model) are now accepted. We workshopped ways to ensure student activism has a long memory, and the ways we could act or change our own practices to facilitate this.

My other session, a second How Privilege Manifests in Tutorials workshop, was well-attended. We discussed some of the strategies for balancing privilege and disadvantage in tutorials, focusing on practical steps for both staff and students to take. Some highlights included: exploring rotating roles in tutorial settings; normalising acknowledgments of country and asking pronouns in ice-breakers; tutors asking questions and then giving students a minute of silence to write down possible

answers before bringing it back to a group discussion; negotiating the space of the tutorial in the first meeting, emphasising learning together as a group and peer based interactions; increasing tutor training, particularly around cultural awareness and support services; reinforcing and crediting when someone who is less privileged than you puts forward an idea; being aware of how everyone has the chance to participate in group work; and generally considering your personal responsibility when it comes to issues of privilege.

### **Respect Week (8th-12th May)**

During Respect Week, UMSU Education will be holding another How Privilege Manifests in Tutorials event for both staff and students. This allows those involved in the collective and previous workshops to take the actions and concerns already outlined to the University's staff. This will take place on the 11th May from 4pm-5pm in the Training Rooms (level 3, Union House).

### **National Volunteer Week (8th May-12th May)**

We will be holding a small event during volunteering week open to all education volunteers (Badge Making and Baked Goods, with Fairy Floss) in the volunteering hub on the 8th May 1pm-2pm.

### **Stress Less Week (22nd-26th May)**

We are hosting a movie screening on the 25th May of *Inside Out*, complete with decadent hot chocolate and care packages for Stress Less Week.

### **Education Forum**

On the 4th May at 4.15pm-5.15pm, there was an education forum to discuss the FlexAP green papers on Timetabling and Harnessing Virtual Infrastructure. This was a broad discussion in a small group, but teased out some of the main student-facing recommendations in the papers.

### **Discrimination Reporting**

We have finalised the Discrimination Reporting format, and Yasmine is changing the UMSU website accordingly.

### **My.unimelb Sanctions**

Yasmine and I are continuing to work with Sebastian Cortes to change the appearance of sanctions on the my.unimelb homepage. We are currently finalising our survey, to be released to students ASAP.

From previous report: "We are currently working on the appearance of academic sanctions on the my.unimelb homepage and the integration of targeted support services for at risk students. Our goal is to have a my.unimelb page that encourages and supports students throughout their studies. We are going to circulate a survey regarding the appearance of sanctions on the my.unimelb page."

**Finances** (See previous reports for meetings 1/17 to 5/17)

<b>Meeting Number</b>	<b>Meeting Date</b>	<b>Item Description</b>	<b>Budget Line</b>	<b>Amount Passed</b>	<b>Comment</b>
6/17	12/04/2017	Catering for PEP Training	Campaigns, Special Projects, and Events	\$50	Spent \$50
6/17	12/04/2017	Artwork for Tarot Card Promotion	Campaigns, Special Projects, and Events	\$100	Spent \$100

Discussion: Mindi described yesterday's NDA as a success, with a strong turnout. The union's free BBQ was appreciated as a good incentive to keep people around for the speeches and get them along for the march. It would be good to see more OBs out next time, but all in all, a positive step forward.

### **Education Academic Report**

#### **Key Activities**

##### **Key Activity 1**

###### **Associate Degree in Urban Horticulture:**

The Burnley submission was presented to the Academic Programs Committee (APC) on the 28th April, and student representatives requested that, due to confusion around the roles of the APC and Academic Board and other things, discussion of the teach out plan be postponed until the following meeting. This was rejected by the APC, and the teach out plan was approved, to be discussed in Academic Board on Thursday the 11th.

##### **Key Activity 2**

###### **Password protected lecture recordings:**

The Ed Ac office spoke to a Farrago reporter about this, and there will be an article coming soon. The working group bridging APC and TALQAC in which we were originally going to discuss this policy proposal has been cancelled, and instead Caley discussed it in ACCC on Thursday the 4th. It will be discussed further in a smaller group and the University will respond formally to the proposal in the next Elected Reps meeting.

##### **Key Activity 3**

###### **FlexAp Forums**

We held a General Education Forum on the 27th April, and one on the 4th of April. Each forum covered two of the FlexAp workstreams in detail, and students were able to discuss their experience and opinions to inform our understanding of the recommendations. All student councillors are encouraged to read the four FlexAp Green Papers that are currently released, and to submit any feedback to the Ed (Ac) office.

#### **Key Activity 4**

##### **Academic Board External Review**

Yan and Roger met with Academic Board external reviewers on the 28th April. We expressed areas of improvement for Governance on Academic Board and its committees, and also provided a list of best practice initiatives for facilitating student representation on University committees, and for clarifying the major organisational structures and their jurisdictions.

#### **Key Activity 4**

##### **SRN**

We held an SRN meeting on Tuesday the 2nd of May. The meeting was informative and well attended. We discussed FlexAp, the Federal Budget, the Associate Degree in Urban Horticulture, the Academic Board Review, Cadmus, and Assessment feedback and procedure.

#### **Key Activity 5**

##### **Preference-based timetabling**

Since reading the FlexAp Green Papers we have contacted the relevant Education Officers from all of the Victorian Universities that currently have a preference based timetabling systems. We have received a reply from two of the Education Officers, who believe that the preference based timetabling system is more equitable and results in less clashes and issues than the first come first served system.

#### **Key Activity 6**

##### **Improving assessment feedback**

This project is a part of a working group Caley is co-chairing with Wendy Haslem as part of TALQAC. The Ed Ac office has released a survey asking for student feedback on what constitutes constructive assessment feedback both within the semester and at its end, and we encourage responses. There may be some focus groups on this later on.

#### **Key Activity 7**

We are starting to plan for Stress Less Week, and currently are looking at a screening of 'Inside Out' with hot chocolate and a therapy dog. Stay tuned for more comforting details!

**Progress on assigned actions from last report****Last Action Point 1**

We presented the submission to APC regarding the Associate Degree in Urban Horticulture, and spoke to their concerns in the meeting.

**Last Action Point 2**

We held 2 General Education forums on FlexAp, each focusing on two of the four Green Papers. We also attended the University's FlexAp Discussion Forum and posed a number of questions to FlexAp workstream leaders.

**Last Action Point 3**

Contact has been made with previous Office Bearers, and a couple of them have agreed to be contacted by the Constitutional Working Group.

**Action Points to be completed by next report****Action Point 1**

Continuing to gather student feedback regarding constructive assessment feedback and organising qualitative research.

**Action Point 2**

Submitting recommendations and queries regarding the FlexAp green papers currently released, using feedback from UMSU FlexAp Forums.

**Action Point 3**

Submitting a fully fleshed-out proposal to relevant academics to inform their discussions ahead of the next Elected Reps meeting.

**Action Point 4**

Continuing to contact other student union education officers and research the impact of preference-based timetabling, and other implications of the FlexAp papers.

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

Mover: Katherine

Seconder: Conor

CWD

**6. Other Reports**

## 7. Other Business

EdCon grants - Conor asked if they would be made available this year, and if so, how many, and who for? He recommends that they be offered, with priority given to first time attendees. Mindi adds that priority also be given to those in financial stress. Conor agrees, and Mindi also requests a timeline for applications. Katherine and Jade agree, and Jade refers to last year's system as a good model, prioritizing access for those who would not be able to attend without subsidies. With these people in mind, grants should be paid before the conference rather than after; NUS can be directly paid on the students' behalf. Caley said that answers to these questions will be provided soon, before the next meeting of the Ed Committee.

**8. Motions on Notice**

**Motion 5:** To pass up to \$800 from the Campaigns, Special Projects & Events Budget Line to pay for the UMSU Education Stress Less Week event (including \$165 movie screening rights, \$350 for catering and care packages, \$250 for venue hire, technician fee and cleaning).

Mover: Katherine                      Seconder: Conor

CWD

**Motion 6:** To pass up to \$250 from the Campaigns, Special Projects & Events Budget Line to pay for the UMSU Education Winterfest event (including catering and stationery).

Mover: Charles                      Seconder: Conor

CWD

**Motion 7:** To pass up to \$7 from the Campaigns, Special Projects & Events Budget Line for promotional artwork.

Mover: Mindi                      Seconder: Conor

CWD

**Motion 8:** To pass up to \$130 from the Campaigns, Special Projects & Events Budget Line for Volunteer Week event catering.

Mover: Katherine                      Seconder: Conor

CWD

**Motion 9:** To pass up to \$400 from the Campaigns, Special Projects & Events Budget Line for Facebook advertising.

Discussion: Conor affirmed the good value of Facebook advertising, as it has helped his band.

Mover: Conor                      Seconder: Mindi

CWD

**Motion 10:** To pass up to \$500 from the Campaigns, Special Projects & Events Budget Line for EdPub@Pub bar tab.

Mover: Charles                      Seconder: Conor

CWD

**Motion 11:** To pass up to \$500 from the Campaigns, Special Projects & Events Budget Line for speakers at PEP workshop (open to all students).

Discussion: Jade asked who the speakers are. Answers will be forthcoming.

Mover: Katherine                      Seconder: Mindi

CWD

**Motions not on Notice**

~~**Motion 12:** To pass up to \$500 from the Campaigns, Special Projects & Events Budget Line for Facebook advertising for the remainder of semester one.~~

~~Mover:                      Seconder:~~

**Motion 13:** To pass up \$1000 from the Campaigns, Special Projects & Budget Line for actions and events related to the budget.

Discussion: Mindi referred the committee to the upcoming NDA on May 31st, and hoped that some departmental spending would be on printing and promotion for it.

Mover: Mindi

Secunder: Jade

CWD

**9. Next Meeting**

Thursday, June 1st 12PM

**10. Close**

**Meeting closed at: 11:35AM**

**Certified by Chair:**

**Signed:**

**Dated:**