

STUDENT REPRESENTATIVE COUNCIL

Unconfirmed minutes of the meeting of the Student Representative Council

Date: Tuesday, 23 August 2016
Time: 1.00 pm
Venue: Building 19 1/14, CQUniversity Mackay Ooralea

PRESENT:

Ms T Da Rin Perette (Chair)	Ms C Pepper
Ms S Gerelt-Od	Ms J Perry
Mr K Jaipaul Reddy	Mr S Sagar
Ms L Knop	Mr A Sayem
Mr S Limbachiya	Ms K Seary
Mr J Lord	Ms A Towan
Mr R Maragna	Mr C Veraa
Mr B Mitchell	Professor H Winchester
Ms H Mureau	

IN ATTENDANCE:

Mr P Cenere	Ms S Jensen
Professor D Dawson (<i>for item 7</i>)	Ms J Paris (<i>Secretary</i>)
Ms S Gadd (<i>for item 15</i>)	Ms B Large (<i>for item 10</i>)
Mr D Gannan (<i>for item 9</i>)	Mr S Sinclair
Mr K Haque	

APOLOGIES:

Mr B Brown	Ms J Roberts
Ms G Bryden	Professor P Viljoen
Ms M Oxley	Ms K White

1 OPENING OF MEETING

The Chair declared the meeting open at 1.00 pm and acknowledged the Traditional Owners of the land on which the meeting took place.

2 DECLARATIONS OF CONFLICT OF INTEREST

No conflicts of interest were declared.

3 STARRING OF ADDITIONAL ITEMS AND ADOPTION OF UNSTARRED ITEMS

The Chair invited members of Council to 'star' any additional items of business that they wished to discuss. 'Unstarred' items would then be accepted en bloc. No additional items were starred.

Resolution:

The Student Representative Council resolved as recommended with respect to all unstarred items.

4 CONFIRMATION OF MINUTES AND ANY BUSINESS ARISING

Council considered the minutes of the meeting held on Tuesday, 19 July 2016.

Resolution:

The minutes of the meeting held on Tuesday, 19 July 2016 were confirmed as a true and accurate record of that meeting.

5 REVIEW OF ACTION SHEET

Council noted the Action Sheet.

<p style="text-align: center;">Part A: Reports and recommendations to the University Council and/or University Management</p>
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6 STUDENT REPRESENTATIVE COUNCIL TERMS OF REFERENCE

The Student Representative Council Terms of Reference are due for review at 12 October 2016 Vice-Chancellor's Advisory Committee meeting.

Council considered the Student Representative Council Terms of Reference and requested the following amendments:

- inclusion of the definition of a sub-committee; and
- inclusion of the definition of a working party.

Recommendation:

On endorsement of the Student Representative Council, the Chair approved the progression of the Student Representative Council Terms of Reference, following the above amendments, to the Vice-Chancellor's Advisory Committee for consideration.

<p style="text-align: center;">Part B: Matters finalised or remaining for discussion</p>

7 FOCUS ITEM – DECLINE IN STUDENT RESILIENCE

Professor Drew Dawson, Associate Vice-Chancellor (South Australia Region), discussed academic literature that suggests that we are starting to see a decline in student resilience, and with that, an increase in emotional fragility when it comes to student grades.

Council reflected on how student resilience could be addressed at a University level from the student's perspective and considered the following:

- Does the University provide students with enough information in relation to the grading process?
- Can the University better address and manage assessments in general?
- Are the number of students seeking counselling services through the University increasing?
- Is the University setting clear expectations of what level of time and commitment is needed to be successful in courses and are these realistic?
- Is there a lack of awareness of services and resources available to assist students with their studies? For example, are students aware of Academic Learning Services, or the University's dedicated blog promoting good study habits, tools and techniques?

Members were advised of an area within Moodle that contains a module focused on resilience and adapting to changes which also discusses aspects such as self-esteem and self-confidence. It was recommended that Council members review this site as a good reference point in assisting with understanding student resilience and to help with formulating recommendations on this matter for progression to the University Council.

Action:

Ms Paris to liaise with the Student Support Counselling team to discuss data pertaining to student resilience at CQUniversity.

Ms Paris to table a focus item on the Academic Learning Centre through coordination with Ms Karen Seary, Associate Dean, School of Academic Learning Services.

8 EXPRESSIONS OF INTEREST TO SERVE ON COUNCIL

A Council election was held for candidates who submitted their expressions of interest for the position of Western Australian Representative and are listed below in order of receipt:

- Ms Jana Dillion, Undergraduate Bachelor of Business student
- Mr Alexander Floyd, Undergraduate Bachelor of Laws student.

Following a count of all member votes by Ms Claire-Marie Pepper, Deputy Chair, the Chair, Ms Tenille Da Rin Perette, officially announced Mr Floyd as the elected Western Australian Representative.

Expressions for interest for the following positions were carefully reviewed and accepted by Ms Paris, Coordinator, Student Representative Council:

- Mr Jamie Williams; Rockhampton and Yeppoon Representative
- Mr Andrew King; Cairns and Far North Queensland Representative.

All new members will be formally inducted through an induction session scheduled to take place prior to the next Council meeting. Council looks forward to meeting its new members on Tuesday, 20 September 2016.

9 CAMPUS THOROUGHFARE

Mr Dylan Gannan, President, Engineering Undergraduate Society, recommended the development of a campus thoroughfare from the Bruce Highway to the main entrance to the Commercial Centre at CQUniversity, Rockhampton, North Campus. The development of this thoroughfare will address serious concerns regarding the difficulty of transit over rocky and unstable terrain.

Following consultation between Mr Gannan and Ms Paris, liaison with Mr Ron Tollasepp, Director, Facilities Management, took place. Mr Tollasepp approved and supported this proposal to be supported through capital budget.

This item has now been resolved and no longer requires to be progressed through to the Vice-Chancellor's Advisory Committee for consideration. Works for this thoroughfare commenced on Tuesday, 23 August 2016.

Ms Paris thanked Mr Gannan for his contribution of this agenda item, commenting on the initiative shown by Mr Gannan and the University's exceptional response and action on this item.

10 LIBRARY ADVISORY GROUP

Ms Briony Large, Library Advisory Group, spoke to the Library Advisory Group Report.

The report highlighted key topics raised during the meeting of the Library Advisory Group held on the 13 June 2016 with topics including:

- The Library HE Acquisitions Spend Plan; aim for more accessible collections to support students and staff
- Library Database Subscription Renewals 2017; 15 large databases recommended by the Library Advisory Group to be renewed
- New Library Service Model; includes TaSAC and Library Service Desk, the standardisation of services and online self-help centre
- The Phasing Out of Unit-Specific Library Guides
- Endnote; pilot program trialling 4th year Psychology Honours students. A progress report is to be finalised by the end of Term 2
- Textbook issues; Interim report tabled at an Academic Board meeting
- Library Information Session; information sessions to be held at school meetings.

Discussion took place regarding the possible decrease in the use of databases in 2015 with reasoning difficult to pinpoint at this stage. Further analysis will also be undertaken to ascertain a pattern for the decreased use of databases.

Mr Jesse Lord, Gladstone Region Representative, enquired as to how the University plans to implement Endnote which is a commercial reference management software package, used to manage bibliographies and references when writing essays and articles. Mr Shaune Sinclair, Deputy Director, Learning Environments and Libraries, advised that an Endnote is currently being trialled with 4th year Psychology Honours students, however further review of the feasibility of a complete role out is to be undertaken.

11 MELBOURNE CAMPUS – EXTENDED HOURS PROPOSAL

Mr Shivam Sagar, Postgraduate International (Victoria Region) Representative, discussed the possibility for extending the weekend closing time of 4.30pm to 9.30pm on the CQUniversity Melbourne Campus. It was noted that 24hour access is not feasible due to security concerns.

This proposal aims to address student need for additional study time on weekends, particularly required during exam periods. Ms Selenge Gerelt-Od, New South Wales Representative, supported this item and requested consideration of extended hours to also be considered for the Sydney campus.

Action:

Consideration of this matter to be discussed with Associate Vice-Chancellor (Victoria Region) and Associate Vice-Chancellor (New South Wales Region).

12 SHORT TERM COURSES

Council would like to see more availability of short term courses on offer in Term 3, particularly for International students at our metropolitan campuses.

Discussion was held regarding the absence of a Term 3 for School of Engineering in which current Engineering students have expressed that they would ideally like to be offered courses in Term 3 to enable fast-tracking completion of their degree and would also like to have access to software platforms that enable self-learning such as MATLAB Student which is software used for machine learning, signal processing, image processing, computer vision, communications, computational finance, control design, robotics and more.

Professor Hilary Winchester, Acting Vice-Chancellor and President, advised students that the academic calendar and course offering within the different terms is high on the University's agenda.

13 MOODLE SITE

The development of a Student Representative Council Moodle course site was proposed at the 19 July 2016 Council meeting. On Wednesday, 3 August 2016, notification was received that the Moodle Steering Committee approved the SRC Moodle site with the condition that the forums are set to 'optional Subscription'.

Council discussed:

- having a SRC tab on homepage for this item
- having a Moderator decide what is published (for example, the SRC Project Officer for this item)
- 15 minute safe-guard edit option.

Action:

Moodle training session to be scheduled for Student Representative Council members.

14 ANNUAL SUSTAINABILITY WORKSHOP

The Directorate of Facilities Management (DFM) is responsible for managing the environmental aspects for CQUniversity and has worked to develop a Policy and Framework providing context, areas of focus and target aims. The new framework works on nine sustainability elements:

- teaching
- research
- economic growth
- biodiversity
- social and community engagement
- waste
- energy
- water and estate
- built environment

As part of becoming more active in this area, DFM has organised its first Annual Sustainability Workshop scheduled for the 14 September 2016 in Rockhampton which will start a more focussed discussion and planning effort on Sustainability.

Workshop attendee numbers have been capped at 22 with an Expression of Interest process having been undertaken to obtain interest from staff with a positive number of respondents. The Director, DFM, notes that it is essential to have student representation to help inform discussions and assist in possibly identifying a student champion. An invitation for three Council delegates was extended with interested members to put forth their nomination to Ms Paris. In the instance that more than three EOI's are received, the Chair will decide on final delegate participation.

Action:

Council Expressions of Interest are to be submitted to the Coordinator, Student Representative Council, by Close of Business Monday, 29 August 2016.

15 EXAMINATION PAPERS - REVISITED

Following initial discussions on examination papers at the 19 July 2016 Council meeting, Ms Susan Gadd, Senior Coordinator, Learning and Teaching Services, was invited to provide further insight into the reasoning behind why solutions to sample examination papers are not provided by the University.

Ms Gadd explained that there are essentially two types of assessment:

1. Assessments for learning whereby feedback is provided to students to help develop learning over the term; and
2. Final examinations in which are an assessment of learning. This provides the opportunity to certify that a student has a thorough and comprehensive understanding of course content.

It is acknowledged that learning is a process and is not just a matter of passing or failing an examination. The University looks at assessments from a holistic approach to foster and provide the opportunity to allow students to demonstrate transfer of knowledge. Grading recognises those students with outstanding performances and likewise draws attention to students who many require further personalised assistance to help increase their grades.

16 STUDENT REPRESENTATIVE COUNCIL – JULY TO AUGUST REPORT

Council noted the Student Representative Council July to August report.

17 ITEMS FOR MEMBERS TO RAISE

Council members on metropolitan campuses would like to have a SRC billboard purchased and installed to assist with promotions and act as a notice board. Respective Council members are responsible for the upkeep for their billboard and must maintain its content currency.

Action:

Ms Paris to seek permission from respective campus Associate Vice-Chancellor's (AVC) and arrange for the purchase and installation of required billboards following AVC consideration.

18 NEXT MEETING

The next meeting of the Student Representative Council will be held on Tuesday, 20 September 2016 at CQUniversity Rockhampton, North Campus.

19 CLOSURE

The Chair declared the meeting closed at 2.58 pm.

MS TENILLE DA RIN PERETTE
Chair