

Subject:	Social Inclusion Committee		
To:	Darren Holland (Chair), Barbara Webb, Jacqueline Wilson, Drew Burns, Markus Middling, Carl Trotta		
Date and time:	Friday 4 December, 10.30am – 12noon		
Venue:	Video Conference - Mt Helen: DVC Meeting Room / SMB: Barry Room		
From:	Elizabeth Spark		
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Standing Items

1. Welcome, Apologies and Preliminary Matters (Chair)

- Apologies: Ryan Hsu, Shirley Fraser, Campbell Ackland, Bonnie Chew

2. Previous Minutes and Action Items (Chair)

Attachment 1 - Previous Minutes & Action Items

The minutes dated 4 September 2015 were accepted as an accurate record by the Committee.

- Racism. It Stops With Me: Ryan Hsu (not present) advises by written update that Luke Icely will have a new mission created in relation to Racism. It Stops With Me, in time for Semester 1, 2016. **Action:** Ryan to clarify details re: 'mission'.
- Minimum tuition fee for payment plans at Federation College: **Action** still required. Request written update from Shirley Fraser (not present).
- Racism. It Stops with Me: Posters printed and distributed. Action complete.
- White Ribbon accreditation staff survey:
 - Monitoring/action on the staff survey participation rate - action complete. Adequate participation was received to allow the University to achieve accreditation. **Action:** HR to advise what happens next with the survey results.
 - Jacqueline Wilson put forward a proposal for FedUni to move beyond White Ribbon and offer a Graduate Certificate in Domestic Violence. This could be delivered online. Proposal supported by the Social Inclusion Committee. Discussion on how best to proceed. **Action:** Jacqueline Wilson to discuss with Andy Smith to seek advice on how to proceed. Concurrently Darren Holland will raise this with David Battersby/Andy Smith.
- Student diary: Reference to mobility access maps was included. Action complete.
- Provision of reasonable adjustments to students in prisons: Drew Burns advises (from his discussion with Shirley Fraser) that the new contract for prisons has been signed. He has not been able to obtain details from the contract (still needed). Drew provided information that he has found on the approach by other providers. **Action:** Darren Holland to follow up on getting a copy of the contract and discuss further with Drew Burns.
- VCST endorsement of FedPride Strategy: the Pride Strategy has been endorsed by VCST and University Council. Launch took place on 21 October 2015. This action complete.
- WGEA: Still an action for Barbara and Elizabeth. Currently aligning definitions with HR. Action: Will commence early in 2016.
- NHMRC: Barbara Webb reports that the National Health and Medical Research Council (NHMRC) of Australia has taken the lead on gender equality, requiring Universities to show what they are doing in this area, otherwise they will not be able to access funding. Sharon Kitt took a paper to FedUni Research Committee containing recommendations for FedUni. Barbara has not heard of outcome. It may be that FedUni requires a Gender Action Plan. **Action:** Darren Holland requests that issues paper and feedback from Research Committee is circulated to Social Inclusion Committee (Action by Barbara Webb). **Action:** Darren will discuss these issues further with Leigh Sullivan, new DVC Research.
- Equal Opportunity Policy: refer to agenda item 5.

3. **Reconciliation Action Plan** (B Webb)
 - Geoff Lord has been appointed Chair of the Reconciliation Action Plan Committee.
4. **Care Leavers Update** (J Wilson)
 - Jacqueline Wilson provided an update on National Priority Pool funding.

General Business

5. **Policy Update** (B Webb)

Attachment 2 – Covering memo and revised policy and procedure for VCST & Council approval

 - Policies have been reviewed and endorsed by VCST, going to University Council on 8 December. The draft was out on FedNews for consultation, Barbara apologises for not sending direct to Social Inclusion Committee members as well. Edits can be suggested at any time. Please advise Barbara if you have feedback.
6. **Review of the Terms of Reference**

Attachment 3 – Terms of Reference

 - Discussion on Terms of Reference and Committee operation
 - The results of the Committee member survey were tabled for discussion. The survey template was provided by Darren as an example used by other committees.
 - Markus provided feedback on Committee operation from student perspective. Found it was difficult to discuss SIC with students and staff as they did not have knowledge of the Social Inclusion Committee, as it is not well known. He also highlighted potential issues in calling for Senate representation without prior notice about the work of the SIC. **Action:** Darren Holland will consider providing Senate with a briefing before nominations are called at the first meeting in March 2016.
 - It was suggested to have a Social Inclusion Committee newsletter to raise awareness and keep Faculties/Sections/VCST informed. **Action:** Barbara Webb/Elizabeth Spark
 - Suggestion as standard practice, members that are unable to attend a meeting will send a representative (where possible) and send a written update on their action items and agenda items. **Action:** Committee members
 - Amend Terms of Reference on policy monitoring. **Action:** Barbara Webb to draft an alternative objective for section (c) policies.
 - Membership review
 - The Committee discussed co-opting people with lived experience or passion or research. **Action:** Barbara Webb to amend Membership section of the Terms of Reference to include lived experience, passion or research when co-opting additional members.
 - Action: a special meeting is requested (half hour duration) to consider the membership composition after student/staff nominations concluded, but before first scheduled SIC meeting. **Action:** Elizabeth Spark to organise meeting.
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 - Thank you to outgoing committee members and discussion on process for replacements
 - This is the last meeting for the elected term for Jacqueline Wilson and Drew Burns as staff representatives. Also the last meeting for Markus Middling as the Student Senate representative. Darren congratulated Jacqueline, Drew and Markus for their significant input and work on the Committee. Special congratulations to Markus on completing his studies and exciting prospects ahead.
 - Drew and Jacqueline are invited to nominate again for 2016 as part of the election process.
7. **Updates**
 - (a) HEPPP Committee (B Webb)
 - HEPPP Committee has not met since our last update. Expressions of interest will be called for once we have confirmation on HEPPP funds.
 - (b) Indigenous (B Chew - apology)

(c) E&EO (B Webb)

- E& EO and Aboriginal Education Centre working together on a Reconciliation Week Working Party, an exciting project.
- Yesterday, 3 December was International Day for Persons with Disabilities. FedUni recognised the day on social media to keep visibility, and show inclusiveness.
- The FedPride strategy was launched on 21 October. Guest speakers Ro Allen, Gender and Sexuality Commissioner, Chancellor Paul Hemming, DVC (SSS) Darren Holland. The launch went really well, and now need to take action on the Pride Strategy.
- White Ribbon is a national campaign for men to take action on violence against women. FedUni White Ribbon working party includes Marcus Probert and Luke Icely taking the lead. FedUni now has a webpage under '[current students](#)'. Discussion on HR representation and senior representation at White Ribbon and similar events and to acknowledge the leadership role needed.

(d) Student Connect (R Hsu – apology, see written update)

Attachment 4 Student Engagement Update

(e) Human Resources (C Trotta)

- The University has awarded the first Vice-Chancellor's award in the Reconciliation category.
- Completion of an Indigenous traineeship does not guarantee employment. Ben Atkinson, Coordinator Indigenous Employment, is working on this. HR does strongly push to obtain employment for Indigenous trainees on completion.

8. Opportunities for Committee Advice and Action

Attachment 5 – Key Dates – for reference only

9. Proposed 2016 Meeting Dates

These dates were accepted for 2016.

- Friday 11 March, 10.30-12.00
- Friday 10 June, 10.30-12.00
- Friday 9 September, 10.30-12.00
- Friday 2 December, 10.30-12.00