



**Adelaide  
University  
Union**

Adelaide University Union  
Board Meeting Agenda  
May 2021

12-05-2021



## Mission, Vision and Values

### Vision

Our belief is that an educated, engaged and passionate community can change the world for the better.

### Mission

The Union strives to enrich the student experience by ensuring:

- I. that the student voice is heard and valued;
- II. that the full range of student communities is fostered and engaged;
- III. the health, safety and wellbeing of students which allow for development, both individually and collectively.

### Values

Our values lie at the heart of what we do and our commitment to these principles will allow for our individual differences to be overcome.

- Accessible Education

The Union recognises that education is one of the most powerful determinants in a person's life and that it must be accessible for all students regardless of social or economic status.

- Diversity

The Union recognises that within the student community there are many communities defined by gender, ethnicity, faith and economic status, etc. Each community possesses a unique student experience and we value, embrace and promote that diversity.

- Partnership & Community

The Union believes that the University experience will be richer for students if it includes interaction with a broader range of community partners, whether they be social, cultural, sporting, charitable or business.

- Professionalism

The Union recognises that the task of representation requires the highest standards of ethical behaviour, efficacy, and service, as well as management and professional skills all aimed at delivering benefits for students.

- Democracy

The Union is committed to a student organisation governed by the students of the University of Adelaide and seeks to foster and strengthen democratic decision-making processes.



## Adelaide University Union Board Meeting Agenda

For the meeting on 12<sup>th</sup> May 2021

Boardroom at 6pm

### **1. Acknowledgment of Traditional Owners and Apologies** **CQ**

*We would like to Acknowledge that the land we meet on today is the traditional lands for the Kurna people and that we respect their spiritual relationship with their Country. We also acknowledge the Kurna people as the traditional custodians of the Adelaide region and that their cultural and heritage beliefs are still as important to the living Kurna people today.*

### **2. Declaration of Conflict of Interest** **CQ**

*That all directors and officers in attendance declare that they have read and considered all papers within this agenda that require decision making and have no known conflict of interest or potential conflict of interest with respect to those matters.*

### **3. Minutes of Previous Meeting** **CQ**

#### **Recommendation:**

That the Board accepts the minutes of the meeting of 14<sup>th</sup> April as a true and accurate record.

### **4. AUU President's Report** **CQ**

### **5. Clubs Committee Chair's Report** **YL**

### **6. SRC President's Report** **OO**

**7. Any Other Business**

**8. In-Camera Items**

**CQ**

**9. Close:**

**Next Meeting:**

6pm 9<sup>th</sup> June

**Close of Submissions:**

2<sup>nd</sup> June

**Persons Responsible for Agenda Items:**

Chuyue (Angela) Qin (CQ)

Oscar Zi Shao Ong (OO)

Yoong Aun (Andrew) Lai (YL)



## Adelaide University Union Board Meeting Minutes

For the meeting on 14<sup>th</sup> April 2021

Board Room at 6pm

<b>Present:</b>	
Chuyue (Angela) Qin (President)	
Isaac Trumble (Vice-President, Student Media Committee Chair)	
Stella Woo	
Yoong Aun (Andrew) Lai (Executive, Clubs Committee Chair)	
Oscar Zi Shao Ong (Executive)	
Yi-Ruei (Esther) Hung (Executive)	<b>Apologies:</b>
Billy Zimmermann	
Ivan Bucalo Jankovic (Zoom)	<b>Absence:</b>
Ana Obradovic	
Gary Sutherland (Observer)	<b>Minutes Secretary:</b>
Michael Physick (Observer)	Goh Jing Soong

*Meeting started at 6:01pm.*

### **1. Acknowledgment of Traditional Owners and Apologies**

**CQ**

*We would like to Acknowledge that the land we meet on today is the traditional lands for the Kaurna people and that we respect their spiritual relationship with their Country. We also acknowledge the Kaurna people as the traditional custodians of the Adelaide region and that their cultural and heritage beliefs are still as important to the living Kaurna people today.*

## 2. Declaration of Conflict of Interest

*That all directors and officers in attendance declare that they have read and considered all papers within this agenda that require decision making and have no known conflict of interest or potential conflict of interest with respect to those matters.*

## 3. Minutes of Previous Meeting

**CQ**

### Recommendation:

That the Board accepts the minutes of the meeting of 10<sup>th</sup> March as a true and accurate record.

**Moved:** Isaac Trumble

**Seconded:** Yoong Aun (Andrew) Lai

**CARRIED**

## 4. AUU President's Report

**CQ**

The Chair was passed to Isaac Trumble at 6:02pm.

Chuyue (Angela) Qin went through her report, highlighting gender equality-centred events, club activities and AUU space acquisition.

Billy Zimmermann asked about the new space in the Hub and the function of the current AUU front desk. Gary Sutherland explained that the front desk will move to the Hub and the current space is planned to be demolished by Infrastructure.

Billy Zimmermann asked about the Co-op space, to which Gary Sutherland replied that the university has now leased it to a start-up coffee shop despite AUU's effort in using the space.

Billy Zimmermann asked about livestreaming the board meeting. Isaac Trumble pointed out that in Chuyue (Angela) Qin's email it was stated that due to staff leaves the technology was not set up.

The Chair was passed to Chuyue (Angela) Qin at 6:08pm.

## 5. Clubs Committee Chair's Report

**YL**

Yoong Aun (Andrew) Lai took his report as read.

## 6. SRC President's Report

**OO**

Oscar Zi Shao Ong delivered his report.

Billy Zimmermann asked about ProctorU and previous privacy issues reported from other universities. Oscar Zi Shao Ong said that the SRC has been working with the university and a FAQ has been developed to answer questions such as this, and he encourages students to read it before asking further questions.

Chuyue (Angela) Qin asked whether the university could provide space on campus for students to sit the online exam. Oscar Zi Shao Ong said that would be unavailable, as it would be hard to control the flow of random people, and hence students could be marked as cheating when they are not. He reiterated that these measures are necessary to ensure the credibility of the exam in order to maintain accreditation. He also recommended board members to send questions through to the Vice-Chancellor's forum if they would like.

Ivan Bucalo Jankovic asked about the scope of ProctorU. Oscar Zi Shao Ong replied that around 18 courses are expected to use it in semester 1, and if exams are held face-to-face in semester 2, ProctorU would not need to be used as frequent.

## **7. Clubs Administrations Policy**

**OO, YL, CQ**

Oscar Zi Shao Ong presented the motion and said that it is important that at least one club executive member is trained to respond to potential SASH cases, especially for large-scale club events. A risk assessment should also help the club to plan and prepare the event as well.

Gary Sutherland questioned the knowledge required to create a meaningful risk assessment, and whether the staff will have enough time to check every assessment.

Billy Zimmermann said that it took him a small amount of time to understand and complete the risk assessment, so he reckoned it should be fine. He raised that the document is hard to find online, and recommended the university to improve this.

Chuyue (Angela) Qin asked whether risk assessments are required for off-campus events, which Billy Zimmermann answered no according to his knowledge.

Michael Physick quoted that the Sports have been doing risk assessments for a while, so it is a recommended practice.

Oscar Zi Shao Ong amended Clause 11.3 to "if requested, clubs must do a risk assessment for any event(s) that is participated by more than ONE HUNDRED (100) people and/or people who are under 18 years of age. If

requested, clubs must also do a risk assessment for any event(s) that is happening outside the campus.”

The seconder was happy to second the motion.

Billy Zimmermann questioned whether the “if requested” in Clause 11.4 would weaken the rule, and wish it could be removed.

Chuyue (Angela) Qin explained that due to limited funding, AUU is unable to provide training to every club at the moment. She said that as mentioned in her report, the university is developing an on-campus SASH training course that would be provided for free for all students.

Michael Physick confirmed this and said that the training is developed in collaboration with other universities, and will be finalised soon.

Chuyue (Angela) Qin further commented that these rules are temporary measures to ensure potential incidents are well-handled.

**Recommendation:**

Regarding the power granted in Clause 21 of the AUU Constitution, this Board resolves to:

Add:

11.3 Clubs must do a risk assessment for any event(s) that is participated by more than ONE HUNDRED (100) people and/or people who are under 18 years of age. Clubs must also do a risk assessment for any event(s) that is happening outside the campus.

11.4 At least ONE (1) committee member of Clubs must undertake training in responding to disclosures of sexual assault and any other relevant training(s) if requested by AUU.

**CARRIED**

and authorises the EO to alter the Master Copy accordingly.

**Moved:** Oscar Zi Shao Ong

**Seconded:** Yoong Aun (Andrew) Lai

**8. Any Other Business**

Billy Zimmermann mentioned a recent student request in terms of a Unibar at Waite campus. Oscar Zi Shao Ong said that he has taken this up to the university and they are looking into it.

Billy Zimmermann asked about the A/C in clubs lounge, which Chuyue (Angela) Qin replied that it has been fixed by Infrastructure/

Chuyue (Angela) Qin also explained that it was found that on the AUU website, there were two separate pages for Board minutes and meeting

agenda, where only one was used to upload the files. This has now been addressed and people can access such files from both websites.

## **9. In-Camera Items**

**CQ**

The Board moved in-camera at 6:39pm.

The Board moved ex-camera at 7:29pm.

## **10. Close:**

*Meeting closed at 7:29pm.*

### **Next Meeting:**

6pm 12<sup>th</sup> May

### **Close of Submissions:**

5<sup>th</sup> May

### **Persons Responsible for Agenda Items:**

Chuyue (Angela) Qin (CQ)

Oscar Zi Shao Ong (OO)

Yoong Aun (Andrew) Lai (YL)

**To:** AUU Board  
**Subject:** AUU President's Report  
**Date:** 01/05/2021

Welcome back to the new term – hope everyone had a great break and are ready for some productive times.

## 1. Student Forum with the Vice-Chancellor

It was my honour to be invited to be the moderator with Oscar, the SRC president, of the first student forum with our VC. The session went well with various student questions answered – the submitted but not answered ones will be addressed via email in the following week.

Some important questions relevant to AUU were asked, including the clubs lounge, distribution of SSAF funds, and the prayer room for Muslim students. While it was slightly disappointing to hear that clubs lounge is unlikely to move out of Hartley building this year, the AUU is getting an additional 30K funding that is going directly into events. The prayer room will not be moved while union house undergoes renovation, but there is also no plan at the moment to expand it.

I believe that it is in the student's interest to continue the forum for potential future questions they may have for the VC. We are eager to secure the next conversation opportunity.

## 2. Student Engagement Committee (SEC)

The SEC had their first meeting this year, transforming from the CoVID response group last year.

Some important items discussed including SASH training and infrastructure development plan of the union house. It is good to hear that the university is planning on rolling out SASH training for student leaders (SRC reps, AUU reps, selected clubs presidents and more) before the free training is ready. The training will be delivered face-to-face so the position will be limited, hence only few club presidents/executives will be invited. However, as previously discussed, once the free training is developed, all club executives will be invited.

Some changes have been made in the development plan, including extra toilet on ground level, union house. The Sports will be moved to the old Student Care office, their office and part of fixed lounge opened up to the Cloisters and Mature Student lounge temporarily moved to level 4, union house.

### 3. Academic Board

Topics such as exam delivery and university entry with year 11 grades were discussed.

Yours Sincerely,  
Chuyue (Angela) Qin  
AUU President

**To:** AUU Board  
**Subject:** Clubs Committee Chair's Report  
**Date:** 05/05/2021

## 1. Club Community Update

It was great to see clubs holding a diverse range of activities, as seen from grant applications from 49 different clubs. This can be further proven by the 25% of the grant budget already being spent, with many more applications to be reviewed.

Given the stress and workload posed by the current stage of the semester, there are still multiple EOIs for the committee to review.

## 2. New Club Grant Guideline

A new grant guideline was introduced and approved by the clubs committee to better support club activities, as previous version of the guideline was amended to better support club to run activities under the covid situation. A minor grant category still exists to support clubs that wish to run online activities, where a new minor grant category called Fundraiser was introduced to allow clubs to recruit new members or raise money.

The guideline was also amended to provide better clarity of the grant restrictions and updates to comply with the SA Government Regulations such as the ban on single-use plastic packaging and products.

Yours Sincerely,  
Yoong Aun (Andrew) Lai  
Clubs Committee Chair

**To:** AUU Board  
**Subject:** SRC President's Report  
**Date:** 05/05/2021

## 1. Vice-Chancellor Forum

Angela and I organised a Student Forum at 1.30 – 2.30 pm on Tuesday 4 May at Horace Lamb 1022 Lecture Theatre and zoom. We've invited students to submit questions and will be attempting to go through all the questions asked. I commend the Queer, International Student, Welfare, Womens, Rural and Environmental for submitting questions for their respective departments- truly representative! This is a great achievement for the SRC, being the first time one of the Australia University's Vice-Chancellors has accepted the invitation of the AUU and SRC to take part in a live student forum run by the students.

**Student Forum**  
with  
**Vice-Chancellor Peter Hoj**  
**Tuesday 4 May, 1.30 – 2.30 pm**  
**Horace Lamb 1022 or online via Zoom**  
(registration required)

**uni/on** | **Adelaide University Union** | **Student Representative Council**

## 2. Indian Students

The escalating cases of Covid in India is concerning, Jia En and I have advocated for exclusive mental health support to be provided to Indian students, onshore and offshore. We are pleased to confirm now the university will email the affected students to provide them medical and counselling support. We also acknowledge the stressful situation for onshore international students not being able to be with their families. Under our recent advocacy for changes in the MACA policy, the following key changes have been made:

1. approved University activities (including placements and overseas experiences) are now accepted as extenuating circumstances that may result in eligibility for a modified arrangement
2. assessment extensions of up to 3 business days are now available for students enrolled in Online Teaching Periods
3. Course Coordinators now have the discretion to make an Additional Assessment available to a student who has sat a Replacement Examination
4. where students' individual circumstances prevent submission of an application for a Modified Arrangement within the required timeframe, Course Coordinators may now exercise discretion and accept a submission made at the first available opportunity
5. Course Coordinators may grant an assessment extension of up to 24 hours, without the need for a student to complete the required form
6. the following University staff are now eligible to verify a student's claims where evidence of Compassionate and/or Extenuating Circumstances is unavailable: Disability Advisor, International Student Advisor, EWO, Wirrltu Yarlur Service Officer or the Roseworthy Student Support Coordinator (previously only a University Counsellor or Student Advisor)

## 3. Myanmar Students

I've work with CISA on the issue on advocating for Myanmar students. I've endorsed a statement by CISA calling for travel exemption and extension of visa for Myanmar students which are facing great distress due to the situation in their country.



## **CISA Calls for Travel Exemption and Visa Extensions for Myanmar International Students from the Australian Government and Calls for Education Providers to Provide Tuition Fee Concession and Mental Health Support**

20 April 2021 – The Council of International Students Australia (CISA) and its members are calling for the Australian Government to provide travel exemption and visa extensions for all international students from Myanmar both in and outside Australia. This extension can be in form of extensions of their student and temporary graduate visas to take into account the disruption caused by events in Myanmar as well as granting longer temporary graduate visas to Myanmar graduates of Australian institutions. We are also calling on all universities and education providers to provide tuition fee concessions as well as mental health support for international students from Myanmar.

“Myanmar international students are facing uncertainty, stress and threats in terms of their safety and financial circumstances”, CISA President Belle Lim said, “We call for the Australian Government for their leadership in the region and care for students to assist these Myanmar international students by providing travel exemptions and visa extensions.” Students have reported fear of staying in the country or being forced to return will cause them harm.<sup>1</sup>

CISA also highlights the roles that universities and education providers play in this circumstance. “We call for tuition fee concession and flexibility that will assist Myanmar international students through their course duration. These measures can prevent students from losing out on their education due to financial difficulties caused by severe political and social instability”, she added.

We also acknowledge the mental distress that Myanmar international students in and outside Australia face. We call for universities and education providers to provide sufficient mental health support for students that suffer from anxiety around their safety, financial security and family back in Myanmar. Mental health support is crucial for students in their progress in completing the course and may cause unwanted harm to their well-being.

We hope that the Australian Government, universities and education providers will make the necessary decision to ensure the safety and well-being of international students from Myanmar.

<sup>1</sup> SBS News (2021), *‘My dead body will be sent home’: International students fear returning to Myanmar*, SBS Dateline

### **About CISA**

Formed in 2010, the Council of International Students Australia (CISA) is recognised as the national peak student representative organisation for all international students in Australia. For more information, see our [website](#).

This Media Statement is endorsed by



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Executive Assistant to National Public Relations Officer  
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#### 4. International Students Welfare

I've work with CISA to send a letter to the VC on international students' welfare.



**COUNCIL OF  
INTERNATIONAL  
STUDENTS  
AUSTRALIA**

Professor Peter Høj AC  
Vice-Chancellor and President  
The University of Adelaide  
Adelaide SA 5000

Dear Professor Peter Høj AC,

**Re: Urgent appeal for financial and welfare assistance to international students facing financial hardship**

21 April 2021

I am writing on behalf of the Council of International Students Australia (CISA), and a valued member of ours, the University of Adelaide Student Representative Council. CISA is the official national student representative organisation for international students studying at the tertiary level.

As you may know, the welfare of international students at the University of Adelaide and across Australia has been severely compromised due the COVID-19 pandemic. CISA continues to receive messages from international students attesting to this fact. For many students, their financial situation was significantly hit due to the loss of not only their jobs but also of their financial providers (i.e., parents, guardians, instant family members, etc). Further, about 20% of international students are currently overseas and it is unclear when they will able to return due to the current border closures. This has had significant detrimental effects on their physical and mental wellbeing.

We are therefore writing to you to ask for your help to assist struggling international students as a matter of urgency ahead of semester 2. Some of the ways this can be done include:

- Fee reduction, extension and financial support for international students who cannot pay their tuition fee due to severe financial hardship, and therefore facing cancellation of CoE and student visa;
- Fee increment freeze until 2024 due to impact of the COVID-19 pandemic;

On the other hand, CISA would like to commend you on the 20% reduction fee for offshore international students. We believe that this is a great initiative which shows your amazing compassion to our international students stranded overseas. We understand that this may also be a difficult time for your institution. However, we believe that your assistance will be deeply appreciated by international students and they will remember which institution stood by them in their time of need. We are open to hearing any suggestions from the University of Adelaide and to meeting with your representatives to discuss this issue.

## 5. ProctorU Online Invigilation Pilot

Academic integrity is critical and the university have been exploring options to ensure academic integrity is maintained for online exams. Online supervision of exams (also known as proctoring or online invigilation) offers the flexibility of online assessment while maintaining the integrity of a supervised exam. The University has decided to implement online invigilation for some of its online examinations in Semester 1 2021. This will assist in meeting specific program accreditation requirements with relevant industry bodies, and address specific concerns which have been raised about academic integrity within assessments.

I've been working on the issue with university since last year and the system was not implemented due to my concerns not addressed by the university last year. All my concerns are now addressed, and I worked with university on the communications of the pilot. You can find more information here: <https://www.adelaide.edu.au/covid-19/student-information/exams>.

## 6. Semester Two Exams

I worked with university on second semester exams. The proposal is to return to Adelaide Showgrounds with an alternative for proctored online exams for offshore students and courses with less than 10 offshore students would have alternative assessments. This is to be discussed in the coming Academic Board meeting. It has been the default way pre-pandemic students have been examined under. This also addresses the concerns of academic dishonesty. Obviously, as part of IMTG, in an event of a lockdown/restrictions, I will be able to provide my view as a student representative.

## 7. Waite Campus Issue

Waite students raised concerns that they do not have a social space in their campus. I had several meetings with the AUU, staff and students to try and make this a reality. At the moment, we are trying to sort out funding with the school.

## 8. University Female Students Safety & Students Barriers in Public Transport

I've met with the Department for Infrastructure and Transport to raise issues of lack of safety in public transport, specifically for female students. I've raised bus stops are often not well lit and the lack of assurance of safety of public transport taker. I've called for an action plan to deal with sexual assault incidences, which I do not believe is in place by the department. I also called for the operators being trained with First

Responder training so that they can deal with any sexual violence reports. I emphasis the need for the department to take on more responsibility in preventing sexual violence so the users feel safe.

I also raised the issue of lack of materials for international students which they have agreed to be working on and hopefully be able to distribute those by next year. They will also be more active in O'Week activities and increase visibility.

I raised the issue of students often forgetting their student card and getting fines. I requested the department to look into possible alternatives of identifying students like Access Adelaide. I am glad to be the first SA university student leader to work on the action plan to ensure inclusivity of the public transport system and addressing areas where people are facing barriers.

#### 9. Urination Issue on Campus

I've raised the recent urination issue on Elder Hall by a non-student which raises concerns of students' safety. I will have more of an update in the meeting.

#### 10. Beating Heart Group

The Beating Heart Group was initially formed in mid-2019 to provide a forum for an agile approach to student consultation during the RCC. This group also provided input into the RCC post-event surveys, including review and agreement of the content of the surveys. The current licence agreement between the University of Adelaide and RCC has been terminated. This does not exclude the RCC from presenting alternate proposals to the University in future. I was also given a presentation of future events of the coming term.

#### 11. Student Engagement Committee

I will be attending the first SEC as a replacement of our last year weekly meeting due to COVID. I've raised student safety issue (including the recent urination issue) and international students welfare affected by recent COVID/political issue.

#### 12. Welcoming Australia

I've attended an event with Welcoming Australia in Adelaide Townhall. I've met with Robert Simms, the now South Australian Legislative Council member. I've advocated for the return of international students back to SA and he has supported the initiative.

Unfortunately I was told that the main reason was because the ALP (Australian Labor Party) was the main reason the pilot wasn't approved.

I also got the chance to speak with Steve Georganas, Federal member House of Representatives from ALP. I advocated for the return of international students but was disappointed that he didn't commit to support the initiative and he only referred it back to the Federal government.

### 13. University Shutdown & International Students Return

I've participated in an ABC radio interview about the university's shutdown. Although I was able to ensure the Prayer room to stay opened during the shutdown, I've agreed on the shutdown is inconvenient to students trying to study for their mid-term/exams due to the shutdown of writing and maths learning centre. I've also advocated for the return of international students back to SA in the interview.

### 14. Lack of Resources of Writing Centre

Students raised concerns that there was lack of appointments in the writing centre to which I have raised it with university. I will update you when I know more.

### 15. Compost Bin of Women's Room

Despite the extremely rude comment towards the Women's Officer in overheard by one of the students, I've raised the issue of compost bin of the Women's room which needs to be emptied and is now resolved.

### 16. Free Flu Vaccination

The University-wide flu vaccination program is for contracted staff only. I've advocated for the need for free flu vaccination for HDR students due to the tightly packed working space. I am glad to confirm now ECMS, Arts and FHMS that they will offer this to their students this year.

### 17. ICAC Response

I've continued to work with university on the ICAC response. KPMG are now drafting the final report. The report will continue through the appropriate governance process, including consideration and endorsement by the ICAC Response Steering Committee, the People and Culture Committee and University Council. The final report will be released in full to the University community.

## 18. FOI Documents

The recent documents published by a certain student by singling out one document as a result of an FOI request is extremely misleading. Thus, I wrote to university requesting the documents which was then released to me, which I released it to students, because I believe the importance of transparency and fairness to all parties in the issue.

## 19. eSelts Link Not Working

I've raised the issue of eSelts link not working for some students.

Yours Sincerely,  
Oscar Zi Shao Ong  
SRC President