



**Adelaide  
University  
Union**

Adelaide University Union  
Board Meeting Agenda  
July 2021

14-07-2021



## 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 14<sup>th</sup> July 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 9<sup>th</sup> June as a true and accurate record.

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

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

**GS**

**6. AUU 2020 Financial Audit**

**Recommendation:**

That the board endorsed the AUU 2020 Financial Audit.

**7. Any Other Business**

**8. In-Camera Items**

**CQ**

**9. Close:**

**Next Meeting:**

6pm 11<sup>th</sup> August

**Close of Submissions:**

4<sup>th</sup> August

**Persons Responsible for Agenda Items:**

Chuyue (Angela) Qin (CQ)

Oscar Zi Shao Ong (OO)



## Adelaide University Union Board Meeting Minutes

For the meeting on 9<sup>th</sup> June 2021

Boardroom at 6pm

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

*Meeting started at 6:09pm.*

### 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 12<sup>th</sup> May 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 6:10pm.

Chuyue (Angela) Qin delivered her report.

Grace Atta entered the meeting via Zoom at 6.13pm.

The Chair was passed to Chuyue (Angela) Qin at 6:14pm.

Kearin Hausler provided a further update on rebranding. Billy Zimmermann asked why it was not included in the agenda as an item, which Kearin Hausler replied that the material was only delivered by the company today.

Kearin Hausler provided an overview of the timeframe of rebranding and highlighted the current stage, which is brand application. He went through the stages so far, including a presentation to the board, a brand survey to union members, and a brand workshop including students, representatives, and staff. He briefly went through the revised "brand manifesto", which summarises the essence of services provided by AUU. The planning should be finished in early September, and the full rollout of rebranding might finalise in 2022. Kearin mentioned that a change of name has been decided.

Chuyue (Angela) Qin raised that these documents are commercial in confidence and should not be shared widely.

Billy Zimmermann asked the logistic in changing the name and said that the name AUU has historical value as student unions are a body of students fighting for student rights.

Kearin Hausler said that it will be a complicated procedure and the AUU name is registered.

Gary Sutherland suggested that the easiest choice would be to not change the trading name but use another name as a sub-brand.

Billy Zimmermann expressed disagreement over changing the name, citing respect to the student unionism. Oscar Zi Shao Ong explained that student unionism is represented in the SRC instead of AUU, and this is precisely one of the reasons why the AUU needs rebranding. He questioned why Billy Zimmermann has never brought these issues up, either during the initial presentation or throughout updates from Gary Sutherland.

Billy Zimmermann said that he had to miss the presentation, and claimed that the rebranding was never an item to discuss on the agenda. He expressed his feeling of a lack of collaborative consultation process since he was unable to provide feedback.

Oscar Zi Shao Ong and Isaac Trumble disagreed, citing the previous issue arising from the previous meeting for Gary Sutherland to provide update on rebranding, the presentation, the survey, and the workshop.

Kearin Hausler acknowledged Billy Zimmermann's concerns and reaffirmed that it would be too complicated to actually change the name of the AUU. However, this should be viewed as an opportunity to connect with students in a different way, like many other unions across Australia. He encouraged all board members to discuss the project with him at any time, and that there will be opportunities to contribute in future stages.

Michael Physick left the room at 6:50pm.

Kearin Hausler left the room at 6:51pm.

Ivan Jankovic entered the meeting via Zoom at 6.51pm.

## **5. SRC President's Report**

**OO**

Oscar Zi Shao Ong went over his report.

Billy Zimmermann commended Oscar Zi Shao Ong for his work on ProctorU. He asked about gap fees for the university clinic given their change of ownership. Oscar Zi Shao Ong replied that no gap fee will be charged for Medicare card holder, but international students under Allianz Care will be charged at the moment. He is in conversation with the new management on this.

## **6. Clubs Committee Chair's Report**

**YL**

Yoong Aun (Andrew) Lai delivered his report.

Billy Zimmermann asked about justification of removal of observers in the last clubs committee meeting. Yoong Aun (Andrew) Lai clarified that the original invitation to observers was not sent on his behalf. This is unprofessional and disrespectful to him as the chair, hence he refused the observers from joining the meeting. He emphasised that as the chair of the meeting, he should be able to control the attendees and choose who he invites to the meeting.

Billy Zimmermann said that he has a right to attend as a director of the board. Chuyue (Angela) Qin raised that despite this, it is courtesy to inform the chair of the meeting of your intention instead of simply turning up.

Oscar Zi Shao Ong said that from his experience, observers are not allowed in the clubs committee meetings, but the minutes are available. This is because it is inappropriate to allow observers in discussions such as new club EOI or grants application. He raised an example that for new infrastructure in university, all students are affected and therefore should be allowed to attend, but items such as grants of a particular club is only relevant to the club, hence it is inappropriate for observers to attend.

Yoong Aun (Andrew) Lai further commented that clubs meet-ups is available for all club presidents, and for discussions such as grant guideline changes, all clubs will be invited.

Chuyue (Angela) Qin concluded that given the precedence and the nature of the chair, Yoong Aun (Andrew) Lai's conduct is proper.

Chuyue (Angela) Qin proposed a motion:

### **Recommendation:**



That the board reassures the authority of clubs committee chair in managing all affairs of the Clubs Committee, including but not limited to running meetings.

**Moved:** Oscar Zi Shao Ong

**Seconded:** Isaac Trumble

Billy Zimmermann and Matt Monti dissented the motion.

**CARRIED**

Billy Zimmermann mentioned that the board discussed and passed a motion that was not moved in the clubs committee in previous meeting.

Chuyue (Angela) Qin said that the board can still consider a motion that has been discussed but not moved in the clubs committee, and that the motion has changed after the discussion.

## **7. Revised Financial Policy Schedule 1**

**GS**

### **Recommendation:**

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

Amend:

“Schedule 1: Delegation of Authority” of the “Finance Policy” in accordance with the submitted document, (“Schedule 1:Delegation of Authority, V5.0)

and authorises the EO to alter the Master Copy accordingly.

**Moved:** Isaac Trumble

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

**CARRIED**

## **8. Any Other Business**

Ivan Jankovic asked a few questions over club grants on Zoom. Chuyue (Angela) Qin directed his to send an email for they have to search for the actual figures.

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

**CQ**

The Board moved in-camera at 7:18pm.

The Board moved ex-camera at 7:28pm.

## **10. Close:**

*Meeting closed at 7:28pm.*

**Next Meeting:**

6pm 14<sup>th</sup> July

**Close of Submissions:**

7<sup>th</sup> July

**Persons Responsible for Agenda Items:**

Chuyue (Angela) Qin (CQ)

Oscar Zi Shao Ong (OO)

Yoong Aun (Andrew) Lai (YL)

Gary Sutherland (GS)

**To:** AUU Board  
**Subject:** AUU President's Report  
**Date:** 07/7/2021

### 1. New AUU Store Update

We have acquired the key to the new AUU front store in the hub, so that the inside dimensions can be measured and therefore graphics and designs can be produced. The recruitment of student ambassador is well in-progress, and the store is expected to be opened around week 1, semester 2.

### 2. Infrastructure Student Reference Group

Several projects were presented in the infrastructure student reference group.

**Security office:** It is confirmed that the security office will be moved back to its original location (next to hub). The relocation should occur around September during term break. Unfortunately, the university did not have enough funds to renovate the original office (which was the reason for the move) and only minor refurbishment was carried out.

**Waite:** A list of redevelopments of current admin room and lecture theatre has been planned in the Waite campus, including several small tutorial rooms and flat floor teaching spaces.

**STEM precinct:** The university is looking into developing a STEM precinct and showcase the research outcomes. This is a strategic plan that provide direction instead of immediate plans. In general, the buildings around maths lawn are considered as a part of the STEM precinct. The Mawson building, for example, is planned to be developed into a data researching facility. In the nearer future, the Santos building, the Mawson building, and a few others are being looked into. More student space, tutorial rooms, computer rooms and more will be considered. The plan is still in early development.

### 3. Beating Heart Working Group

I have attended the beating heart working group to discuss upcoming events on the university's and AUU's calendar. The most exciting event coming up is the Festival of Ideas in collaboration with Illuminate Adelaide. We are making sure that students and clubs are included in these events are much as possible.

### 4. Student Engagement Committee (SEC)

A range of issues were discussed in the SEC, mainly concerning ProctorU.

Yours Sincerely,  
Chuyue (Angela) Qin  
AUU President

**To:** AUU Board  
**Subject:** SRC President's Report  
**Date:** 07/07/2021

TW: sexual assault/harassment (SASH) and inappropriate behaviour.

Resources and support are available on the Safer Campus Community website: <https://www.adelaide.edu.au/safer-campus-community/>

## 1. Anti-SASH Efforts

After repeated lobbying from the Angela and myself, I welcome the news that the University will relocate the security office back to its original location in Kenneth Wills building (in front of the Hub).

For the past two and a half years the security office has been located in the Oliphant building in an area of the University which is difficult to locate, and lacks profile and visibility. This temporary location was extended well beyond the initially proposed period by the University and has become a great cause of concern for students.

We have raised numerous issues including low visibility, lack of accessibility and poor signage to the security office in an ongoing campaign to have the office moved back to a suitable centralised space.

We believe that the move back to the Kenneth Wills location will enable the security service to provide a faster response, especially afterhours. Students can also access after-hours shuttle bus services and escorts much easier from this location. We are also pleased to confirm that all security guards are now trained to respond to any sexual assault or harassment incidents.

We take student welfare around Sexual Assault and Sexual Harassment (SASH) extremely seriously. As such, I would like to provide updates on a range of recent initiatives Angela and I have organised and undertaken, these include:

1. Advocating for the Consent Matters course to be compulsory for all students, and have been making progress on its implementation.
2. Advocating for improvement of security signage and more panic buttons on campus. Security are trained with first responder training.

3. Alongside other student leaders, SRC members and AUU Board Directors, have participated in The Motivating Action Through Empowerment (MATE) bystander training program to learn to recognise, speak-up, and offer support to victims.
4. Making First Responder training compulsory for student leaders in AUU, SRC and larger clubs to assist them to respond to potential disclosures, access support and resources, and report incidents to the University. We are advocating for it to be available to more student leaders, making them better equipped to respond to disclosures.
5. Working with Department for Infrastructure and Transport on anti-SASH efforts through Diversity and Inclusion Plan - Student and young people action plan (see Appendix A & B)

We hope the relocation of the security office will make students feel safer on campus, and we encourage you to reach out to us for any related issues to be raised to the University. Together, we can ensure our campus stays safe.

I also note I am working with Esther, AUU Board Director, on a SA incident where we have received a disclosure of SA. We have referred the student to the appropriate steps and supports. I have raised the issue with university and it will be investigated further. I will ensure changes will be implemented to ensure safety of students.

## 2. KPMG Report Release

I welcome the release of the independent report produced by KPMG in response to the recommendations arising from the recent Independent Commission Against Corruption (ICAC) investigation. I recommend you take the time to read the report and the recommendations which can be found here: <https://www.adelaide.edu.au/icac-response/>.

I am pleased to have had the opportunity to participate in the process run by KPMG and share our concerns about the existing behaviour and misconduct frameworks and associated reporting processes at the University. Today the University under Vice-Chancellor Peter Høj has committed to adopting all 22 recommendations made in the report, and we hope to be included in the process of shaping and implementing these to continue the important collaborative approach with students. Our priority is, and will always be, to ensure students are protected from any form of inappropriate behaviour going forward.

With the report now public and the endorsed process outlined by the University, I called upon the University to ensure the following:

1. A commitment to a clear timeline of investigations to ensure students are confident in reports of inappropriate behaviour being dealt with in a timely manner.
2. Greater clarity around the reporting process and policies for Sexual Assault and Sexual Harassment (SASH) and other inappropriate behaviour. This issue is noted in the report, and we hope to work closely with the University to ensure this is addressed.
3. Clear determinations of responsibility around university-related conduct, in particular for club events and activities. We believe that student led and initiated activities are a fundamental part of student life and University experience. As such the University must be responsible for student behaviour and conduct in all facets of student life, not just inside the classroom. Responsibility must not be passed to the AUU or our small student-led clubs and groups.

I echo the comment made by our VC, “the only acceptable number of cases is zero”. I will continue to work with University closely and hold them accountable to ensure all of the KPMG recommendations are implemented.

### 3. ProctorU Concerns

As a result of our advocacy, the DVCA organised a webinar to brief and answer students questions regarding ProctorU. After I raised numerous concerns, the university offered a ProctorU practise test. SMS has gone out to students that didn't schedule their practise test too. Students raised concerns regarding the difference of permitted material but the university told me that practise test is about to try your computer and your environment. I've asked for further communications by course coordinators on this to ensure students are not confused. Concerns about unable to reschedule practise test was relayed and resolved the same day. I raised concerns about MyUni not showing photos and external PDFs are now in place to ensure students can still access the photos to answer the exam if the website failed to load. I was also able to seek clarification on the concerns of ProctorU changing the kernel of the computer. I was told the screenshots provided is due to a processor being too hot and the computer have slowed down the processor. Uni cyber security have looked at the issue and double check to ensure it doesn't change the kernel of computer.

USyd have reported numerous glitches on the first day of them using ProctorU, to which I have raised concerns to the university that it might repeat in UofA. I was told: “In contrast to the reported 20 to 60+ minute start times for the Maths cohort mentioned in that article, our average experience yesterday for ~700 Adelaide MathsIA students was to wait < 2.5 minutes to connect to a proctor, then < 11 minutes to launch the exam (ID checks, room preparations for environment scan, removal of non-permitted materials, etc).

This actually underscores a point I’ve made several times including during the webinar forum for all students – Universities don’t all use ProctorU the same way. If we just compare USyd and UoA, we’re using different ProctorU services, on-boarding support, in-exam support, exam scheduling processes, as well as courses with different exam formats and designs. To be clear, I’m not passing judgement on USyd about the approaches they’ve taken – each decision they’ve made has been and will be weighed against other local factors (same as us), with decisions made to deliver the best outcomes for students. I know they have many colleagues working hard to continuously improve the experience (same as us).”

Although all questions were answered, students that have went through exams with ProctorU have raised a list of concerns including:

- some students asked to show IDs other than student IDs
- Proctor left in the middle of exam, not responsive for 20 minutes (students wanted to go to toilet, ask for help)
- cannot copy paste when they were told they were supposed to do that
- only 10 seconds viewing time for questions
- Proctor incompetent and didn’t know Matlab was allowed
- needing to wait for 30 minutes for Proctor to get technical help
- photos not deleted after one week

These are just the summary of some of the concerns. While I understand this is the first time if university having ProctorU, I am in the view that the university will need to reevaluate the implementations of ProctorU. I will be calling for a detail analysis and ensure all complaints are looked into. I have advised most students who have been adversely effected to apply for a replacement exam, which they are entitled to as a result of one of my advocacy.

#### 4. University Restructuring



Due to the ongoing impacts of the pandemic, the University is projecting it will be facing a \$22 million shortfall in 2022. This will grow to an annual shortfall of \$47 million by 2023 if we are not able to reverse the situation.

To avert this shortfall, the VC is proposing to make approximately \$30 million in further savings and at least \$20 million from new revenue. It was projected that this will include cuts of 130 professional staff cuts.

The University is exploring a wide range of options in order to set ourselves up for future sustainability and success. There are currently nine options being considered, including:

- the possibility of merging five Faculties into three
- exploring efficiencies in administrative services
- rationalising underperforming programs and courses
- a review of our academic workforce – understanding staff activity relative to revenue generation in a new funding environment
- identifying and pursuing new sources of revenue
- a greater drive in philanthropy.

I was able to ensure student consultation will be undertaken when the university considering the options outlined. I have requested a meeting with the VC to find out what this means and will be advocating the best outcome for our students. My stance has always been that any unjustifiable cuts shouldn't be happening especially if they impact teaching quality and students' experience. I will update you when I know more.

## 5. Exam Issues

Students from multiple courses have raised serious concerns over their exams.

### ENG 1002

Students citing issues:

- 1 - the material in the assessments during the semester did not prepare us for this exam
- 2 - the skills that we were taught and were confident about were not able to be shown on the exam
- 3 - student performance was impacted by the invigilation

4 - the exam structure was unfairly made

5 - limited resource during exam when all semester we were assessed with open resources

A poll to remove the hurdle was carried out for the 776 students course, with nearly half (360) voted in the poll and only 5 disagreed. I was told that students are expected to do question 1 in order to proceed to question 2 which I think this shouldn't be the way exams are set because of errors truncation etc. I saw the course coordinator reply that it is a fair expectation for students to be able to do what question 1 asked for but I think anxiety etc might cause students to miss a fundamental question but other questions should be independent of it to allow examination of other concepts.

I also saw the course coordinator did a general FAQ and answered if students think they did poorly and we are yet to see the grades distribution. This followed up with the course coordinator announcing a course average of 30% for their course, in addition, stating they are happy to fail the whole class if was proven necessary. I have raised serious concerns over the comments of the lecturer and the handling of student concerns on this issue, including my concerns after emailing the head of the institution.

## COMP SCI 3001

Students raised that:

1. The exam was too long. There were a large number of multiple choice, then a very large amount of essay questions, often with 3 or 4 sub questions. Effectively this meant around 40 essay questions in a 120 minute exam, along with 30ish multiple choice questions.
  2. Many of the multiple choice questions were actually calculation questions, where a number had to inputted. This means the MCQs were more challenging than they appear.
  3. The exam due to this effectively had more content that could be answered in the given time.
  4. The exam was hard to navigate with multiple pages for one question
  5. Question 23 was inaccessible (see one of the emails with attached discussion board)
- I have run a brief poll (same IP revoting not allowed, with captcha enabled), and checking the results in 10 hours, around half of the class voted (157), with 155 of them voted in favour of removal of hurdle and stated that the exam was too long. This led me to believe there is merits in their complains and I note they have been reaching out to examination office and student grievances to make their voice heard. It is

particularly concerning to me that I was told the Piazza discussions was turned off by the course coordinator which I believe is not the correct approach, and some will view it as the university trying to stifle free speech. I have raised serious concerns to the head of school and have requested to meet with them.

#### COMP SCI 3308

The course coordinator provided a reply to the issues students raised but the students just wanted to ensure appropriate actions are taken to ensure the best outcome for everyone. They are asking for the removal of hurdles too. I will be discussing this with the head of school if a meeting is granted.

#### 6. International Students Back to SA Plan

The plan to bring back SA International students is approved by Canberra. I have advocated for this since the start of my term in media interviews, meeting with government officials/univeristy and I am glad to help achieve this outcome. I will continue to work closely with the university to ensure we can bring our international students back to SA.

#### 7. International Students Agents Issue

CISA raised concerns that agents might be misleading international students regarding borders reopening. I have raised the issue with the PVCI and I was told this hasn't been an issue with our agents who are carefully vetted.

#### 8. Overseas Students Uni Fees Discount

Jun Ming Loke, SRC General Councilor, raised concerns to me that overseas students are no longer entitled to 20% discount. I have advocated for it to be continue in place if they are no longer offered.

#### 9. Mental Health & Wellbeing Strategy

The university will be releasing the Mental Health & Wellbeing Strategy soon with the following focuses:

5 key action area

1. Uni culture- border high level recognition of well-being, mental health have significant impact
  2. Learning experience
  3. Community awareness- interplay with uni life
  4. Capacity building, resilience between staff and students
  5. finding service delivery in response, targeted services
- I will be working closely with the university to ensure the strategy is implemented fully.

#### 10. AUU Rebranding

The SRC have endorsed the AUU rebranding project, noting the term “Union” will be removed from its name due to irrelevance.

#### 11. Beating Heart Meeting

A brief overview of Semester 2 events was given. This includes Open day and Festival of Ideas.

#### 12. Assignment Extensions

I have responded to a student concern where they weren't granted the sufficient length of extension for their assignment due date. I then communicated with the lecturer and the student is now granted the appropriate extension.

#### 13. CISA SGM

I attended an SGM of CISA where we changed the constitution to have more accountability towards the work of the executive.

#### 14. Media Interviews

I have participated in media interviews about ProctorU, international students return and the restructuring of the university.

#### 15. On Dit Article Allegations

I have reached out to On Dlt as soon as I saw the article alleging a staff member is stalking students. Unfortunately, I was not given the name of the person making the allegations. I have also raised the issue to university for further investigations.

#### 16. Infrastructure SRG

The meeting presented STEM Masterplan, Allied Health project and security office.

#### 17. F2F Teaching

The university have heard my calls for more f2f teaching. More f2f opportunities will be available because we will be returning all rooms and teaching spaces on our campuses to full capacity for Semester 2, 2021. “Returning to full capacity means that this density requirement is now removed, and Faculties have the flexibility to increase the level of face-to-face teaching and learning activities. Some Faculties and Schools have begun making changes to Semester 2 courses to enable increased face-to-face contact hours.”

Yours Sincerely,  
Oscar Zi Shao Ong  
SRC President