

# College Representative Council 3 – Minutes 2013

6pm, Wednesday 24<sup>th</sup> April 2013, ANUSA Boardroom

## Attendance List:

### Executive

Tasman Vaughan– Vice-President

Sophia Stanley– General Secretary

### College Representatives

Antonijia Kurbalija - COL

Kelly Kristofferson- COL

Charlie Carroll- CBE

Jen Darmody - CBE

Zaiga Thomman- Science

Laura Wey - Science

Caroline Skinner- CECS

Sanjay Govindan- CECS

Rouhan Zhao - CASS

Nick Horton - CAP

### General Representatives

Eric Chan

Lucy McFarlane

Jess Bolton

Mark Rowe

Jedda Elliott

Sam Duncan

Stacey Little

Kiarie Ndegwa

## Summary:

- All reports passed
- Melanie McLeod elected as College Representative for the College of Arts and Social Science.
- College Representatives to meet regarding Class Representatives in their faculty
- All College Representatives in favour of the Interfaculty Sport Competition

## Item 1: Meeting Officially Opens and Apologies

Meeting Opens: 6:06pm

### 1.1 Apologies

Apologies were received from Aleks Sladojevic, Shane Paderanga, Amy MacKinnon, Vincci Lee and Melanie McLeod.

### 1.2 Acknowledgement of Country

I would like to show my respect and acknowledge the traditional custodians of this land, of elders past and present, on which this event takes place.

## Item 2: Minutes from the Previous Meeting including Matters Arising

**MOTION:** That the minutes from CRC 2 2013 be accepted.

**Moved:** Michael Harrison

**Seconded:** Charlie Carroll

**Motion: Passed**

## Item 3: Reports and Matters Arising

### 3.1 Executive Reports

#### 3.1.1 Vice - President [Reference A]

**MOTION:** That the Vice-Presidents Report be accepted.

**Moved:** Jennifer Darmody

**Seconded:** Kelly Kristofferson

**Motion: Passed**

### 3.2 College Representative Reports

#### 3.2.1 College of Arts and Social Science [Reference C]

**MOTION:** That the College of Arts and Social Science Report be accepted.

**Moved:** Nick Horton

**Seconded:** Sanjay Govindan

**Motion: Passed**

#### 3.2.2 College of Asia and the Pacific [Reference D]

**MOTION:** That the College of Asia and the Pacific Report be accepted.

**Moved:** Kelly Kristofferson

**Seconded:** Charlie Carroll

**Motion: Passed**

#### 3.2.3 College of Business and Economics [Reference E]

**MOTION:** That the College of Business and Economics Report be accepted.

**Moved:** Caroline Skinner

**Seconded:** Laura Wey

**Motion: Passed**

#### 3.2.4 College of Engineering and Computer Science [Reference F]

**MOTION:** That the College of Engineering and Computer Science Report be accepted.

**Moved:** Ruohan Zhao

**Seconded:** Antonija Kurbalija

**Motion: Passed**

### 3.2.5 College of Law

#### Law Honours:

- Finalisation of Law Honours reshuffle is currently happening
- ANUSA COL Representatives will meet with the LSS and come up with suggestions
- Aim is to minimise the impact on current students
- At the moment the honours design is more research attentive and is too much in terms of workload
- The changes will not effect anyone who is currently enrolled
- Students need to have input yet are not currently being consulted.

**Tasman Vaughan:** Why are they not just making the honours program another year?

- o **Antonija Kurbalija:** A Law degree is long enough.

### 3.2.6 College of Science Report [Reference G]

**MOTION:** That the College of Science Report be accepted.

**Moved:** Michael Harrison

**Seconded:** Kelly Kristofferson

**Motion: Passed**

## Item 4: Elections

### 4.1 Election of Melanie McLeod

**MOTION:** That Melanie McLeod be elected to the position of College Representative for the College of Arts and Social Science.

**Moved:** Tasman Vaughan

**Seconded:** Ruohan Zhao

**Motion: Passed**

## Item 5: Items for Discussion

### 5.1 What is ANUSA? Week

### 5.2 Class Representatives

- College Representatives to reports about the Class Representatives in their faculty. Laura Wey has put a document up on the College Representative Facebook page with suggestions of things to write.
- ANUSA COL Representatives started Class Representatives last year. There was a report written about it. Antonija will find it and send it to Zaiga.
- CBE also have no Class Representatives.
- Each College Representative needs to establish their own goals as to what they want their Class Representatives do. There can be both common and college specific aims.

### 5.3 How to sit on an Education Committee Meeting (Tasman Vaughan)

- Read the agenda papers before the meeting. This will enable you to be prepared to ask questions.
- Always ask questions and ask for clarification if you need it.
- After the fact emails are fine too.
- Remember if you want you are allowed to submit reports, agenda and discussion items too.

### 5.4 Interfaculty Sport Competition (Zaiga Thomann)

- A Round Robin day where each college has teams that compete against each other has been suggested, everyone should have received an email about it.
- Everyone is in favour of it.
- Zaiga will email them for more information and ask for more information on exactly how they want ANUSA to get involved.

## Item 6: Date of next meeting and close

The next meeting of the College Representative Council will be held on Wednesday 22<sup>nd</sup> May 6pm ANUSA Boardroom.

**Meeting Closed: 7:27 pm**

## Reference A

---

### VICE PRESIDENT REPORT

Tasman Vaughan

#### Double Degree Working Group

The implementation stage of the new Double Degree program has begun. The Group is figuring out administration processes for advising new students on enrolling in these courses, and for transferring eligible students to the new double degree system. All the key administrators from the Colleges are working really hard on this and I'm optimistic about the outcome.

#### Study@ Replacement Project

This is the project that Joan Angel came to consult us on last meeting. This project is being implemented very fast and on time delivery is not entirely guaranteed. The business analyst for the project has indicated that further student consultation will be required, so please expect this in the coming weeks. The designs and layout for the project look quite impressive, and I think that the outcomes of Stage One will be reasonable.

#### CASS

I have attended a number of CASS meetings and Ruohan has been doing a great job by herself. I would like to officially welcome Mel McLeod to the team as the new CASS rep. The Bachelor of Arts review has begun. It seems that there will be various cuts to subject offerings in CASS as the University moves to tighten up the standards and offerings for the Bachelor of Arts. I will report further on this in the next CRC as minimal information is currently available. The Dean of Education in CASS will be holding a student forum at our insistence and we will be working with him to make sure this is successful.

#### CAP

CAP is building a new Student Administration centre and Nick and Ashleigh have been consulted extensively in regards to this.

I attended CAP Education Committee and it seems the College is grappling with reduced funding also. However, they have made continuing commitments to funding In-Country experiences for students and I believe this is a genuine and positive commitment.

#### What is ANUSA? Week

PLEASE ATTEND AS MUCH AS YOU CAN!

#### Fund All Education campaign

YOU MUST ATTEND THIS RALLY

## EDUCATION OFFICERS REPORT

AMY MACKINNON

### Education Committee

- Has met formally 3 times since the beginning of the year and has had one meet and greet event
- The education committee has gone through a process of redefining its role within ANUSA and the university and I am currently in the process of drawing up a working document to be made available for comment with the vision to formalizing its role
- The committee had over 20 people at its last meeting and although I do not anticipate this surge in attendance being permanent the enthusiasm surrounding the committee is encouraging
- The committee has been discussing matters such as possible course cuts within the College of Arts and Social Sciences, higher education funding cuts and the coming election.
- Now that the committee is moving into full swing an agenda will be published for each meeting in advance and participants will be given the opportunity to add items for discussion
- The next meeting of the Education Committee will be on Wednesday the 8<sup>th</sup> of May in the ANUSA Boardroom

### Stop the Cuts Rally

- Recently the Gillard government announced a \$2.8 million dollar cut to the tertiary sector that included:
  - Making the student start up scholarship a loan
  - Axing the 10% discount on student contributions to HELP when fees are paid up front
  - Applying a 2% efficiency dividend to the sector
- ANUSA held a public meeting on Wednesday the 17<sup>th</sup> of April to discuss the cuts and will be holding a rally on May 1<sup>st</sup> in protest
- The rally will start at 12pm in Union Court on Wednesday the 1<sup>st</sup> of May and will include a petition, live entertainment, speeches and a BBQ, the protest will then March to the office of the Hon. Andrew Leigh where he has agreed to accept our petition
- PARSA, the NTEU and NUS (Federal and State) have all expressed their support and the president of the UC Students association has agreed to meet with the ANUSA Executive to discuss their involvement

### Mental Health Committee

- Mental Health Committee has met twice since the beginning of the semester and has gone through a process of identifying issues on campus on planning their activities for the rest of the semester
- The committee has now been divided into teams to work on a number of projects including the mental health guide, an awareness raising campaign and a universal lunch hour service market which will give local service providers the opportunity to advertise their services to students
- The committee has agreed to meet fortnightly on Wednesdays at 4pm and the next meeting will be at 4pm on the 1<sup>st</sup> of May in the Brian Kenyon Student Space

**COLLEGE OF ARTS AND SOCIAL SCIENCE REPORT**

Ruohan Zhao

**EXCITING NEWS!**

Mel McLeod will be joining the team as the second faculty representative to replace Casey. She was one of the 2012 ANUSA college of Law reps, before taking leave for an exchange in the Netherlands. She is super excited to be on board and ready to jump straight into the swing of things!

**Turnitin**

CASS is currently trialling Turnitin. Trial logins were given out on a first come-first serve basis.

- Goal is for the whole college to have Turnitin by next year.

**BA Review**

Last Monday, Amy and Ruohan attended a presentation held by Marni Warrington-Hughes about the BA Review CASS is conducting.

- Two Phases – the first is an internal consultation, the second is when it is...
- There will be a student forum on these changes. Time TBC – it is important we properly advertise this forum because there are some big changes being lined up.
- Named degrees are not being reviewed. They are to be reviewed separately and there was an impression that if they were not meeting the objectives or enrolment load as expected, they will need to be rethought and potentially disestablished.
- Issues included the difference between 1000/2000/3000 level courses, inclusion of core theory and methodology courses, definition of a ‘capstone course’ and role of electives.
- All majors should be ERA Level4 and above.

There was discussion of introducing a BA(Advanced), similar to the Science (advanced).

- Rationale behind degree is that it captures the students which can't get into the PhB, but still have high ATARs and want a research component in their undergraduate BA.
- Academically selective and research intense degrees such as the PhB and PPE are star performers in CASS and enrolments always need to be capped due to the high demand for these programs.
- We think it is problematic to introduce another middle stream. Not only does it have the potential to exacerbate an elitist mentality within the college, it will also create 3 streams within CASS which complicates the honours system and the means of assessment if 3 “levels” of programs are in the cohort.

**Honours Review**

Honours review meeting is held on the Monday after reports are due. We will report back on the meeting at the CRC. It is important to note that this was the final time that the paper is discussed by CASS before being sent to the University Education Committee.

**Class Reps**

Unfortunately I was not able to attend the planning session last Friday, however here is an overview of the class reps system in CASS:

- Every class normally has 1-2 class reps, depending on the size of the class.
- Every semester, the class reps meet once to discuss their course. This happens normally last week of term 1 or first few weeks of term 2, because they are normally chosen around week 5.
- Every school in CASS except for History has a class reps system.
- Problem of consistency: some schools are better with class reps than others. For example, the school of languages has a very comprehensive system across every level (even the online courses, e.g. Russian).
- Lack of visibility: class reps are often underutilised in CASS. Many staff don't understand how the system works and do not actively promote reps enough. Many reps turn up for

the one off semester consultation and don't do anything else thereafter. The emails are on the Wattle websites, but some staff are more proactive than others in updating this information.

- There is no really engagement between academic staff and class reps. Once they are chosen, the staff just passes the details onto the organiser of the meetings and they discharge their responsibility thereafter.

Personally, I think that there is great potential for class reps within CASS, given the large enrolment and wide variety of courses. They are a very useful way of finding out information, however they are underutilised and not taken seriously at all. Statements like 'it looks good on your CV, and you don't need to do much at all – you just attend one meeting' are often repeated by the staff.

## Reference D

---

### College of Asia and the Pacific Report

Nick Horton and Ashleigh Ralph

#### CAP CRC Report

- Please find attached the report for the First Year CAP Camp. It includes survey results and suggestions for improvements next year.
- Following widespread staff and student consultation CAP has announced that it will hold an information session detailing changes to the Bachelor of Asia Pacific Studies degree starting in 2014. We will inform you of the changes as they are announced.
- We now have regular office hours in the ANUSA room 2.12. Our first drop-in session is Thursday 25 April 10am-12pm. Come visit!
- The holiday/exam period has been a quiet one for us but upcoming initiatives include:
  - o Holding a CAP picnic during 'What is ANUSA Week?' to familiarise students with us and our role.
  - o Assembling a wicked Wattle crew to help us launch our CAP Wattle hub by Semester Two.
  - o Launching a campaign to get more people to like our facebook page.  
DISCUSSION ITEM: how do we hold/arrange an instagram competition? What other possible models are there?
  - o Working with the other fac reps to create a working model for the class representative role.



## Reference E

---

### College of Business and Economics

Jennifer Darmody and Charlie Carroll

Since our last meeting we have attended the Education Committee Meeting which raised a number of issues relevant to us and some of our policies which we plan on implementing this year. At the next Committee Meeting we are looking to put in a proposal regarding mid semester student course reviews and from there looking at addressing those courses where students are particularly dissatisfied with the quality of their tutors or their course in general. We feel this is going to be a tough policy to implement, because it is our perception from the recent Committee Meeting that the college is of the understanding that the competency of their tutors is commendable and we clearly oppose that view. We know that we will need to be strategic in approaching this issue and would appreciate any guidance in this area. We feel its definitely necessary to note that not all courses or schools necessarily struggle with this issue, and so our policy will need to allow for that. We think it could be a good approach to start by focusing on the first year courses, where good quality tutors are especially essential.

Next week we plan on having a combined meeting with the President's of the clubs and societies. At the meeting we want to raise discussions regarding the running of a combined event run by ANUSA CBE and the clubs and societies, such as a barbeque. We think that firstly we should have a small event to see how successful running a combined event could be and then we would like to propose perhaps organizing a larger event like a CBE ball.

We have also received an email from Alex Glover regarding an interfaculty sports completion. We have replied to Alex and let her know that we are definitely keen to run this in the CBE. We think this will provide a great opportunity to build the CBE community awareness about ANUSA in the college and address our concerns about the divide between international and domestic students by ensuring that both participate.

Lastly, we want to start looking at trying to organize pre-exam tutorials for first year subject, where last years top students in the course run a tutorial in which they go through past exam papers and give tips on how best to approach studying for the exam.



## Reference F

---

### College of Engineering and Computer Science Report

Caroline Skinner and Sanjay Govindan

The Engineering education committee was held on the 20<sup>th</sup> of March and for the first time the ANUSA CECS reps were invited. The ESA representative was present, however none of the other SRC members were and this is something at we have to fix; the ESA are supposed to provide a student representative from each year.

However the rest of the meeting revolved around the future of the college:

- Rumours about whether certain courses weren't running dismissed.
- Expansion of the engineering building
- Engineering Department wants suggestions about the Design Studio
- Issues with computers addressed, however not implemented yet

From this meeting it was clear there was a severe disconnect between the college admin and the students; suggestions to improve this?

In addition to attending the Engineering Education meeting, we also attended the Computer science SRC meeting. This meeting detailed the running of courses. Although there was an overall happiness with how courses were run, there were a few concerns about the content and style of a few courses. However, Dr Henry Gardner (director of the school) seemed to be addressing these concerns and has said he will prioritise them.

Engineering jobs fair was great this year. There was a lot of positive feedback about the quantity and quality of the fair, which was held in the sports hall this year.

What's next?:

- Working in conjunction with 'what is ANUSA' week to try and advertise our services.
- Summer school for engineering
- Working on coordinating with the schools of Engineering and Computer science

### COLLEGE OF SCIENCE REPORT

Zaiga Thomman and Laura Wey

#### Current Class Representative System

There is a strong Class Representative System currently in place in the Combined Colleges of Science.

- Each course has Class Representatives with the number of Class Representatives an unofficial ratio to the number of students enrolled in that course.
- Class Representatives are chosen by a number of different means depending on the course and discipline of science, varying from self nominations during the lecture or emailing the lecturer out of class time, to elections in class time.
- Some courses struggle to get Class Representatives immediately, but this is not an issue in large first year courses where it is competitive to get a Class Representative position.
- The names of the Class Representatives are on all Wattle pages.
- Biology Class Representatives have a special Class Representative email.
- Class Representatives can get time in lectures without the lecturer present to get feedback from students if they ask for it.
- There are meetings of all Class Representatives and the Associate Director of Education in each discipline (e.g. chemistry, physics, fenner) throughout the semester ranging from 2 – 4 per semester. At some lunch is provided.
- The level of student awareness about Class Representatives is quite high, however the level of lecturer awareness starts off high in first year and drops by the time you reach specialty or topic courses in senior years.

Proposal to Review of ANU's Class Representative System within the Combined Colleges of Science by the ANUSA College of Science Representatives will be raised at the next College Education Committee on 22/4/13.

#### Courses with Low Enrolment

We received a list of courses with low enrollment or micro-load, defined as less than 2 full time students or less in previous years and another bracket of 2 -5 students is also being considered. The CMBE & CPMS Undergraduate Coursework Committee will prefilter this list, remove Honours courses, Advanced Studies Courses for PhB (Hons) students and Research Projects. It will be the CMBE & CPMS' prerogative if they will continue teaching it, if they can justify why and the central administration fee is not exuberant.

We're going to find out more about what will happen to these micro-load courses soon.

#### Permission Codes → Prerequisite Statements

There was a list compiled of Undergraduate courses that currently require consent to enroll. It was proposed at the CMBE & CPMS Undergraduate Coursework Committee meeting on 8/4/13 that convokers of those courses come up with a prerequisite statement, which if the student met they then could enrol themselves in that course. – saves time for student and academic staff  
If a student does not meet the prerequisites then they can still apply for consent to enrol and get the permission code to still enrol in that course. - Win/win situation

Consent is to remain on all Honours courses and Topic courses.

Consent to remain where there is a limited class size because of limited equipment, field trips involved or a supervisor needed.

#### Open Access

“Tensions between providing open access to all education materials and issues of confidentiality, potential copyright infringement, student IP, student engagement, assessment considerations, and impact on research-led teaching practices” - Open Access Policy for Education Materials

The following issues from the student perspective have been incorporated into the Open Access Policy for Education Materials and supported by academic teaching staff and CMBE & CPMS College Education Committee:

- Student engagement
  - Students may be less inclined to answer questions posed to the whole class for fear of getting answers wrong in front of the whole world

- Students won't play devils advocate in class discussion or recognize opinions the might not agree lest it be taken out to context and used against them in the future
- Controversial or sensitive material may not be engaged with because students might not feel comfortable in an open environment
- Cutting edge of case studies
  - Lecturers concerned about Copyright or IP issues may be less inclined to use their unpublished research material in class
  - Similarly lecturers would be much less inclined to use real world data
  - Guest lecturers may not wish everyone to view their work if it is open to the public so we might not get as many guest lecturers, which are great
- Publishing student work
  - open dissemination of coursework student work of outstanding quality
  - Opportunity for students to publish their work – great, especially since there is a limited space to publish in the University's three undergraduate research journals, and no institutional shorter format or non-English text dissemination platforms currently exist
  - Honours theses could be made open access before they are published – bad
  - Similarly Advanced Studies Courses and student Research Projects' reports could be made open access before the supervisors have published - bad
  - Consequence that supervisors of students undertaking research with them may give out 'dummy' projects because they don't want a subset of their larger project/future project being trial to be published
- Uni Fees
  - Fee paying students may not be too happy either if all content is publicly available
  - The exclusivity of ANU course teachings would be lost if it were to become open access

Next stage is the Open Access Policy for Education Materials will be presented for approval to the Deputy Vice Chancellor (Academic) and Deputy Vice Chancellor (Research).

#### Student Course Guide

The website [studentcourseguide.com.au](http://studentcourseguide.com.au) has gone live in a trial phase after development starting last year.

It is a great initiative by some ANU science students that we as ANUSA College of Science Representatives want to support and encourage all ANUSA College Representatives to use their ANU networks to get people to start using it and writing reviews of courses.

If you'd like to contribute to the profiles section of the website, become a moderator or have any feedback, please email [anu.scg@gmail.com](mailto:anu.scg@gmail.com).

Thank you to the Student Extracurricular Enrichment Fund (SEEF) for funding this project.