



Minutes

Education Board:

Monday, 20th of July 2015

5:30 pm

MEETING DETAILS

Venue: Union Meeting Room Hawthorn (UN413)
Chair: Anthony Osborne (Education Officer)
Minute-taker Brendan Spackman-Williams (President)

Attached Documents:

Education Board 22-06-15 Unconfirmed Minutes

MEETING OPEN:

Meeting opened by Anthony Osborne (The Chair) at 5:44. The Chair will determine whether the meeting is quorate.

Acknowledgement of Country:

The SSU Education Board respectfully acknowledges the traditional owners of this land, the Wurundjeri people of the Kulin Nation. The Education Board honours their elders past and present and recognises that this always was and always will be Aboriginal land.

Contemplation:

Education Board will observe 1 minute of silence for contemplation.

1. ATTENDANCE:

Present:

PRESIDENT	Brendan Spackman-Williams
EDUCATION OFFICER	Anthony Osborne
WELFARE OFFICER	Joshua Briers
HAWTHORN CAMPUS CHAIR	Ben Jackson
POSTGRADUATE REPRESENTATIVE	Caitlin Bruty
EDUCATION ACADEMIC AFFAIRS	Suzanne Byron
FHAD REPRESENTATIVE	David Brodtmann
FSET REPRESENTATIVE	Daniel Brick
DFP REPRESENTATIVE	Kanika Srun
DDMI REPRESENTATIVE	William Farnsworth
SWINBURNE ONLINE REPRESENTATIVE	Leonie North
OPEN UNIVERSITIES AUSTRALIA REPRESENTATIVE	Ashleigh Rowe

Vacancies:

CROYDON CAMPUS CHAIR
WANTIRNA CAMPUS CHAIR
NICA REPRESENTATIVE
DTET REPRESENTATIVE
TAFE/APPRENTICESHIP REPRESENTATIVE
DBF REPRESENTATIVE
DHSES REPRESENTATIVE

Apologies:

EDUCATION PUBLIC AFFAIRS	Tanja Schindler
FBL REPRESENTATIVE	Katrina Davis

Absent without apology:

GENERAL SECRETARY	Scott Morgan
INTERNATIONAL REPRESENTATIVE	Prakash Singh

Observers:

2. ACCEPTANCE OF APOLOGIES:

That Education Board accepts the apologies of those listed above. All other Education Board members not present will be marked as absent.

- Mover: *Byron*
- Secunder: *Rowe*

Carried Unanimously

3. ACCEPTANCE OF PREVIOUS MINUTES:

That the minutes of the Education Board meeting held on the 22th of June be accepted as a true and accurate reflection of the minutes and will be published on the Student Union website.

- Mover: *Bruty*
- Secunder: *Farnsworth*

Carried (1 abstention)

4. ACTION REPORT

Action: Suzanne follows up when available and speaks to relevant representatives – Suzanne still to follow up, wants to chat to online representative

Action: PAVE and online reps to discuss outside with Anthony prior to July council

Action: reps to be contacted for ideas via email by Anthony who will then coordinate

Action: Anthony to create template for social media groups

Action: Anthony will send out list of topics to reps which they can choose to contribute on

Action: Suzanne to follow up on recorded tutorials as an accessibility issue and to discuss with Michael

Action: Anthony to contact higher ed reps for feedback on exams

5. ACCEPTANCE OF AGENDA:

That the agenda be accepted in its current form. Any amendments to its layout should be suggested here.

- Mover: *Byron*
- Secunder: *Brick*

Carried (1 against)

6. REPRESENTATIVE REPORTS

Education Officer
OUA Representative
FSET Representative

Education Academic Affairs
FBL Representative
DFP Representative

Swinburne Online
FHAD Representative
DDMI Representative

7. DISCUSSION ITEMS:

- Progress review panel training and organisation of student reps – Suzanne Byron
Currently progress review panel training is run by the advocates leading to possible bias
Student reps are organised by each faculty, which means no follow up, reminders, or record of whether a student is reliable is kept.
- Education Board Purpose – Anthony Osborne
Currently drafting a terms of reference for Education Board and wanted to look at the purpose for the Board to see if there's anything that can be added or made clearer.
Action: Anthony to email all reps for feedback and purpose including current Constitutional purpose and other relevant examples and all reps to provide feedback by Fri August 7th.
- Faculty Representative Position Descriptions – Anthony Osborne
Currently reviewing the Position Descriptions for Faculty Representatives and wondering what reps think of the PD's and what can be added, changed, or improved in them.
Action: Anthony to email all reps for feedback and current position descriptions and all reps to provide feedback by Fri August 7th.
- Education Board Inductions – Anthony Osborne
Wanted to look at how the inductions were, and what could be changed or improved in them. What information would reps like to see in the induction?
 - 1 Day Induction seemed to be general consensus
 - Team bonding could be cool
 - Couple hour blocks as option to allow for online students and others with additional commitments
- Turn-it-in issues – Anthony Osborne
Previously Ed Board raised the issue of the plagiarism checker; the issue has been taken to the Learning Technology Forum. The forum has asked if there are any broader issues with the Turn-it-in system. Ed board to identify if there are any further issues.
 - Takes a while to receive feedback
 - Similar projects/pracs receive lots of plagiarism and you get flagged

Swinburne's only 100% student run representation, welfare and events service

- Orientation – Anthony Osborne
Just a reminder that Orientation Week, Open Week, and Welcome Back Week is coming up. Would like to go over what activities will be happening and the Photo/Film project.
 - Why is 'education' important to me?
 - 'My Education will...
 - Education/Further Education/This Education
- Online Orientation -Suzanne Byron
Online students do not receive an orientation. Mainly about the services that are on offer for them to take advantage over.
Action: Suzanne, Leonie & Ashleigh to collaborate on online orientation and provide feedback to Brendan for Orientation committee
- Online Student Involvement -Suzanne Byron
Inadequate or non-existent engagement with the wider student community at present.
Action: Suzanne & Ashleigh to discuss possibilities for connecting the online community
- The Election - Anthony Osborne
How will these operate for online & PAVE students due to issues relating to engagement and study length periods.

8. NOTICES OF MOTION:

1. Notice of Motion No. 1

Progress Review Panel Training

- Mover – *Byron*
- Secunder – *Farnsworth*

Preamble:

Currently progress review training is conducted by student advocates, and not so well. Potential bias is problematic, and the training is not being optimised. Student representatives are organised by the faculty, with no follow up, or system in place to ensure representatives will definitely attend. Due to the number of changes, it has been discussed that the best way forward would be for the union to offer these services.

Motion:

That the student union offers to run comprehensive training for student representatives, and organising student representatives for panels across all faculties. More experienced students will receive further training to be able to sit on appeals panels. The Education Officer will be responsible for this.

Amendment (Spackman-Williams):

To replace the wording of the motion with:

That the Education Officer and the Education Officer Academic Affairs of the Student Union raise the issues relating to the Progress Review Panel Training to SSAA and work alongside them to address these before the next training session later in 2015.

Carried (5 abstentions)

9. OTHER BUSINESS:

Notice of Motion

Next Education Board meeting

- Mover – *Rowe*
- Secunder – *Farnsworth*

Motion:

That Education Board be held at 5:30 PM on Tuesday the 25th August at the Hawthorn Campus in the Union Meeting Room.

Carried (1 against, 2 abstentions)

10. MEETING CLOSED:

Meeting closed by Anthony Osborne (The Chair) at 20:02.