

# QUEENSLAND UNIVERSITY OF TECHNOLOGY

## EQUITY BOARD

### MINUTES

Equity Board met in the Council Room, Room U214, Level 2, U Block, Gardens Point Campus, at 2:00 pm on Thursday, 28 August 2008.

#### **Present**

Mr E Jones (Chair) Mrs R Carpenter, Ms J Duczmal, Ms A Gabiola, Ms M Kelly, Ms D Redfern, Dr R Reeves, Mr M Thomas, Dr R Wickramasekera; Mrs K Lockwood (Secretary).

#### **Apologies**

Dr C Dickenson, Dr J Lampert, Ms J Stokker.

#### **Absent**

Ms S Parkin, Dr B Richardson, Dr B Senadji, Dr R Tunny, Ms K Williams.

#### **By invitation**

Ms W Cusack (observer).

#### **1. APOLOGIES, WELCOME AND FINAL STARRING OF AGENDA**

Equity Board noted the above apologies.

The acting Chair, Mr Jones, welcomed members, in particular Ms Duczmal attending on behalf of Dr Lyons-Wall.

Mr Jones called for starring of additional items on the agenda. It was requested that items 7.3 and 7.4 be starred for discussion and that a new item of business, Strategic Planning, be actioned under Item 8. No additional items were starred. All items remaining unstarred were noted or adopted as appropriate.

No conflicts of interest were declared at the opening of the meeting.

#### **2. CONFIRMATION OF MINUTES**

The minutes of Equity Board's meeting of 12 June 2008 were confirmed.

#### **3. BUSINESS ARISING FROM MINUTES**

There was no business arising.

#### **4. CHAIR'S REPORT**

The acting Chair, Mr Jones, advised that due to the absence of the Chair, Dr Dickenson, there was no Chair's Report for this meeting.

##### **4.1 Equal Opportunity for Women**

08/00398

The acting Chair, Mr Jones, invited Equity Coordinator, Ms Kelly, to speak to this item.

Ms Kelly advised that she would forward a copy of QUT's Equal Opportunity for Women in the Workplace Agency report to the next meeting.

#### **5. SUBMISSIONS**

##### **5.1 Low-income Students Working Party and Review of Equity Awards**

06/00093, 07/01083

Equity Board considered a submission from the Equity Coordinator, Ms Kelly that recommended it approve the membership and terms of reference for the Outreach to Low-income Students Working Party and to note the role, membership and reporting arrangements for the Support for Low-income Students Network. The acting Chair, Mr Jones, invited Equity Coordinator, Ms Kelly, to speak to the submission.

Ms Kelly reminded members that at the 12 June 2008 meeting the Board had supported the establishment of the Outreach to Low-income Students Working Party and had requested the terms of reference for the Working Party be submitted to a future meeting for approval. She advised that Attachment 1 proposed the Working Party's membership and terms of reference. She stated that the main responsibilities for the Working Party would be to advise the Board on the implementation of the university's strategies and targets relating to increasing the access and participation of low income students and to identify issues and opportunities for QUT to improve its efforts in the areas of aspiration, achievement, affordability and admissions as they related to student access.

It was resolved that Ms Kelly would email Chairs of each division/faculty equity committee to call for expressions of interest for the two faculty based representatives nominated by Equity Board. A submission would be provided to the 13 November 2008 meeting for the Board's consideration and approval.

Ms Kelly reported that QUT's submission to the National Review of Higher Education (the "Bradley Review") had addressed methods to increase low SES and Indigenous participation and success at university. QUT's submission supported a structured, resourced, monitored and evaluated approach and suggested funding support schemes at regional or area-based levels. She indicated she would provide a copy of the submission to the next meeting.

Ms Kelly drew member's attention to Attachment 2 which detailed the role, membership and reporting arrangements for the Support for Low-income Students Network. She advised members that the role of the Network was to monitor the support available for low-income students enrolled at QUT and provide advice on improvements and innovations which would enhance such supports.

Ms Kelly asked members to note that the Equity Awards Working Party had not yet met to undertake the review of the equity-related awards but that a report would be available for the November meeting.

**Resolved:**

- (i) to approve the membership and terms of reference for the Outreach to Low-income Students Working Party;
- (ii) to note the role, membership and reporting arrangements for the Support for Low-income Students Network; and
- (iii) to note that the Equity Awards Working Party would report to the next meeting of Equity Board.

**6. FACULTY AND DIVISION EQUITY COMMITTEE REPORTS**

**6.1 Faculty of Information Technology Equity Committee Report – August 2008**

**Resolved** to note the August 2008 Information Technology Equity Committee Report provided in the submission.

**7. ITEMS FOR INFORMATION**

The following items were noted.

**7.1 Post-meeting Action Sheet for Equity Board's 12 June 2008 meeting** 06/00042

The Committee noted an error in the Board's 12 June 2008 post-meeting action sheet. It was resolved that the first dot point under Item 5.2, relating to the Disability Services Working Party, be deleted.

**7.2 Equity Board Items Pending Sheet – 20 August 2008**

**7.3 Current program on outreach activities to disadvantaged students** 06/00771

Equity Coordinator, Ms Kelly, asked members to note the 28 August 2008 report on current programs on outreach activities to disadvantaged students. She highlighted the three new forms of outreach being trialled to enhance QUT current efforts: the residential camps for school students

from the Wide Bay region; the encouragement awards for Year 10 students with potential and the introduction of Bridging the Gap, a project for non-school-leavers enrolled in tertiary preparation courses. She advised she would be visiting each Faculty to raise awareness of these new programs.

#### 7.4 QUT Student Equity Report – 2008 – Preliminary summary

Equity Coordinator, Ms Kelly, asked members to note the summary of the 2008 QUT Student Equity Report as provided in the submission. She advised a copy of the full report would be provided at a later date. In respect to Table 6: Attrition (ex-QUT) by Faculty and by Equity Target Group 2007, bottom row, it was suggested to delete '14.09%' under each column and provide it only in the final column, 'All QUT Students'.

### 8. OTHER BUSINESS

#### 8.1 Strategic Planning – raising visibility of Equity

08/00617

The acting Chair, Mr Jones, invited Observer, Ms Cusack, to speak to this item. Ms Cusack stated that in her opinion it appeared equity was not as visible at QUT as it used to be and that it was necessary to work on raising its awareness.

Discussion ensued and the following points were raised:

- A member stated that many of the University-based annual reports did not provide sufficient data to assist in producing the faculty-based equity reports. Ms Kelly suggested using the four equity-related KPIs linked to the University's Blueprint and strategic plans in preparation of the faculty annual reports, ensuring the issues identified were relevant to the faculty. She advised the Equity Guidelines and Framework was a useful aid for the Faculty reports and said she would recirculate a copy to all Faculty Academic Managers.
- Ms Kelly advised the Board of the Equity Section's recent appointment of a Senior Project Officer for the Cultural Diversity Project, Mitra Khakbaz. It was suggested Ms Khakbaz be invited to the next Board meeting to speak to QUT's Cultural Diversity and Anti-Racism Strategy. Ms Kelly stated she would provide a copy to members of the Cultural Diversity and Anti-Racism Report for information.
- A member stated that QUT was not addressing Indigenous recruitment as strongly as it had in the past. It was felt that Chairs of Division/Faculty Equity Committees did not have the authority to address the situation and that a directive from Senior Management was required. It was proposed that the Board seek the assistance of the Registrar in forwarding a request to appropriate senior managers, in particular Executive Deans and Divisional Heads, asking them to actively address Indigenous recruitment, for both academic and professional staff.

#### Resolved

That Equity Board had identified that QUT Faculties and Divisions need to rekindle actively addressing recruitment of Indigenous academic and professional staff and requests the Chair, Equity Board and Equity Coordinator, to pursue this issue with relevant senior officers.

### 9. NEXT MEETING

The Board noted the last meeting for 2008 was scheduled for 13 November.

There being no further business the meeting concluded at 3:25 pm.

Confirmed

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Chair.....  
Date