



EPHEA AGM Agenda

Friday 24 November 2023

1. AGM Welcome

- a. Acknowledgement of country
- b. Register of attendees
- c. Noting of Apologies

2. 2022 EPHEA AGM Minutes

- a. Acceptance of 2022 Minutes

3. Business Arising from Minutes

- a. Conversation with the Australian government Department of Education has continued, through discussions with the Department of Education, EPHEA representation on the National Centre for Student Equity in Higher Education and Australian Universities Accord forums and submissions.
- b. Investment in early career equity practitioners has advanced with the EPHEA Executive Committee Early Career Initiative working group recently launching the inaugural EPHEA Mentoring program.
- c. The EPHEA Executive Committee Building Capacity for equity practitioners working group is developing ways to grow equity expertise.
- d. The EPHEA Executive Committee Professional Development working group has drafted the [Professional Development Framework for Equity Practitioners](#) for endorsement at the 2023 AGM.
- e. A new early equity practitioner award will be included as part of the 2024 EPHEA Conference.

4. Chapter Convenor Vacancies (QLD; NT; Pacific)

5. Reports from office bearers and state chapters

- a. President's Report
- b. Treasurer's Report
- c. Secretary's Report
- d. Memberships Officer's Report
- e. Chapters Reports 2023

6. EPHEA reflections

- a. What's working?
- b. What's not working?
- c. What would we like to see for 2024?
- d. Specific input on how we can engage our Pacific colleagues.

7. EPHEA Executive Committee 2024, election of Office Bearers and Ordinary Executive Members

- a. [EPHEA Executive Committee proposal](#)
- b. The Executive Committee has received the following resignations:

	Role	Member	Institution
1	Memberships Officer	Jimzeena le Cerf	Southern Cross University
2	Ordinary Member	Victoria Drury	Southern Cross University
3	Ordinary Member	Sam Feeney	University of Otago
4	Ordinary Member	Elicia Ford	University of Sydney
5	Ordinary Member	Chris Ronan	Country Universities Centre

c. The Executive Committee has received the following nominations (use of 'Executive Lead' and 'Executive' pending endorsement of Committee proposal).

	Role	Nominee	Institution
1	President	Kylie Austin	University of Wollongong
2	Vice-President	Sonal Singh	University of Technology Sydney
3	Secretary	Amber Elliott	Monash University
4	Treasurer	Nicola Cull	Australian Catholic University
5	Public Officer		
6	Memberships Officer		
7	Executive Lead (EPHEA Conference)		
8	Executive Lead (Mentoring)	Smoxi Chen	RMIT
9	Executive Lead (Professional Development)		
10	Executive Lead (Recognition)		
11	Executive Lead (Advocacy)	Verity Firth	University of Technology Sydney
12	Executive Lead (Chapters)		
13	Executive Lead (NZ)		
14	Ordinary Executive Member	Bronwyn Williams	Western Sydney University
15	Ordinary Executive Member	Joseph (Joe) Llewellyn	University of Otago
16	Ordinary Executive Member	Amanda Moors Mailei	University of Technology Sydney
17	Ordinary Executive Member	Kate Flynn	The University of Melbourne
18	Ordinary Executive Member	Sasha Peppinck	The University of Western Australia
19	Ordinary Executive Member	Lara Rafferty	RMIT
20	Ordinary Executive Member	Erin Callaghan	Country Universities Centre
21	Ordinary Executive Member	Ciaran Smyth	Western Sydney University
22	Ordinary Executive Member	James Terry	University of Wollongong
23	Ordinary Executive Member	Zain Warsi	University of Technology Sydney
24	Ordinary Executive Member	Darlene McLennan	University of Tasmania
25	Ordinary Executive Member	Jindri De Silva	Macquarie Uni
26	Ordinary Executive Member	Shasha Ali	Uni of Auckland
27	Ordinary Executive Member	Melissa Keenan	RMIT

d. There was only one nomination for each of the office bearer roles, so according to the Constitution these nominated people will be taken to be elected.

8. Other Business

- a. Student Success conference - 1 - 3 July 2024, Melbourne, Australia
- b. EPHEA conference - November 2024, Auckland, New Zealand



Attachments:

1. 2022 AGM Minutes
2. President's report
3. Treasurer's report
4. Secretary's report
5. Membership Officer's Report
6. Chapter reports

Close of AGM

2022 AGM Minutes (unconfirmed)

Wednesday 30 November 2022

1. AGM Welcome

1. Acknowledgement of country and of Elders

The President welcomed everyone to the meeting and acknowledged the Ngunnawal people, and paid respect to Elders past and present, and further acknowledged the ongoing sovereignty of Aboriginal and Torres Strait Islander peoples over their lands and waters that were never ceded.

2. Register of attendees

The President directed everyone to EPHEA website to register AGM attendance and apologies. The President noted several apologies from EPHEA executives which will be captured in minutes; please see the list of attendees and apologies later in this document.

2. 2021 EPHEA AGM Minutes

1. Acceptance of Minutes

The Minutes of the 2021 EPHEA AGM were received as a true and accurate record.
Moved: Kate Flynn Seconded: Laurie Poretti

3. Business Arising from Minutes

No business arising from 2021 AGM.

4. Reports from office bearers and state chapters

1. President's Report
2. Treasurer's Report
3. Secretary's Report
4. Memberships Officer's Report
5. Chapters' Reports

The President drew attention to all the received reports that have been uploaded to the EPHEA website and sent

around via the EPHEA list and will take them as read.

5. Election of Office Bearers and Ordinary Members, EPHEA Executive 2022

1. The Committee has the following resignations

The President thanked Tracie Conroy for her contribution as the Vice-President, and Lara Rafferty for hers as Secretary, noting that they have both resigned from the Executive committee. Lara is continuing on as an ordinary member. The President announced all other resignations. Smoxi Chen has confirmed a late submission and will continue as an ordinary member in 2023. The President and attendees thanked all other outgoing Executive Committee members for their contributions.

Role	Resignation received	Institution
Vice-President	Tracie Conroy	University of Technology Sydney
Secretary	Lara Rafferty	RMIT
Ordinary member	Louise Pollard	University of Notre Dame
Ordinary member	Zoe Bristowe	University of Otago
Ordinary member	Angela Spears	University of Otago
Ordinary member	Sarah Glencross	University of the Sunshine Coast
Ordinary member	Mel Henry	Curtin University
Ordinary member	Elisa McGowan	University of Western Australia
Ordinary member	Nicholas Steepe	Charles Sturt University

Nominations received and election of office bearers

The President noted the following nominations for Vice President and Secretary, and two new nominations, Amanda Moors-Mailei from University of Technology Sydney and James Terry from University of Wollongong.

The President asked for nominations for public officer and other nominations for Ordinary members. Ciaran Smyth from Western Sydney University nominated as Ordinary Member and Bronwyn Williams expressed interest in the role of public officer.

The Secretary will contact Ciaran and Bronwyn to complete the nomination process.

All these people are now considered elected by the attendees. The President welcomed these members to the Committee.

The President announced the EPHEA Executive will have a 2-day planning session in early 2023 which will be hosted at University of Technology Sydney.

Role	Nomination	Institution
President	Kylie Austin	University of Wollongong
Vice-President	Verity Firth	University of Technology Sydney
Secretary	Amber Elliott	Monash University
Treasurer	Sonal Singh	University of Technology Sydney
Public Officer	Bronwyn Williams	Western Sydney University
Memberships Officer	Jimzeena le Cerf	Southern Cross University
Ordinary Member	Elicia Ford	University of Sydney
Ordinary Member	Kate Flynn	Queensland University of Technology

Ordinary Member	Victoria Drury	Southern Cross University
Ordinary Member	Chris Ronan	Country Universities Centre
Ordinary Member	Sam Feeney	University of Otago
Ordinary Member	Lara Rafferty	RMIT
Ordinary Member	Amanda Moors-Mailei	University of Technology Sydney
Ordinary Member	Joseph (Joe) Llewellyn	University of Otago
Ordinary Member	James Terry	University of Wollongong
Ordinary Member	Smoxi Chen	RMIT
Ordinary Member	Zain Warsi	University of Technology Sydney
Ordinary Member	Ciaran Smyth	Western Sydney University
Ordinary Member	Megan Smith	University of Wollongong

6. Other Business

The President called for priorities for the EPHEA to address through the Executive Committee in 2023.

6.0.1 Nadine Zacharias expressed an aspiration that conversation with the Australian government Department of Education continues, not just in terms of an EPHEA submission to the Terms of Reference to the Accord process but throughout the entire review process. There is a need to ensure the voices from practitioners and students are being heard. Nadine affirmed the value of in-person engagements. The President confirmed the conversation will be continued with the Department.

6.0.2 Bronwyn Williams raised the idea of making investment in equity practitioners who are early in the career, for example by creating a buddy system. The President said she was pleased to see the many newcomers at the conference and will include the proposal in the EPHEA Executive Committee planning day agenda.

6.0.3 Gabrielle O'Brien noted that equity practitioners' expertise can be overlooked within tertiary education and the President agreed that it's time to brainstorm how the sector can grow expertise. Elicia Ford further elaborated on this strategic focus in collaborations with allies, friends and peak professional bodies, and how to proactively engage in policy advocacy.

6.0.4 Jimzeena le Cerf suggested to setup a younger generation upcoming award for new equity practitioners.

6.0.5 Amanda Moors-Mailei advocated to review decolonizing current spaces & Indigenizing by developing strategies around anti-racism in partnership with First Nations.

6.0.6 Ciaran Smyth suggested professional development in taking steps in writing in the equity strategy space by drawing on the expertise of other practitioners.

6.0.7 Leslie Cioccas acknowledged the value of EPHEA conference and suggested expanding the scope of EPHEA to include equity practitioners in further education, Polytechnics and Institutes of Technology in New Zealand as there's no other current association for staff.

The President summarized all the recommendations which may include an introductory foundation program that may include workshops, mentoring and recognitions for emerging leaders and staff. All the suggestions will be incorporated for consideration in the EPHEA Executive Committee planning day 2023.

Attachments:

1. 2021 AGM Minutes
2. President's report
3. Treasurer's report



4. Secretary's report
5. Memberships Officer's Report
6. Chapters reports

Close of AGM

2022 AGM MINUTES

EPHEA AGM 2022 Attendees

Your name	Your institution
Smoxi Chen	RMIT
Ciaran Smyth	Western Sydney University
Jimzeena LeCerf	Southern Cross University
Sonal Singh	UTS
Jane Sio	Western Sydney University
Chris Ronan	Country Universities Centre
Christine Afoa	University of Technology Sydney
Sam Feeney	Otago University
Talalelei Tutaia	Western Sydney University
Zain Warsi	University of Technology Sydney
Sam Cheah	The Australian National University
Kate Flynn	QUT
Ripley Stevens	anu
Amanda Moors Mailei	UTS
Elicia Ford	Centre for Disability Studies, University of Sydney
Nadine Zacharias	Swinburne University of Technology
Everlyn perpetua Burt	University of Technology Sydney
Laurie Poretti	Uni of Canberra
Gabrielle O'Brien	UTAS
Mustafa Ucgul	Southern Cross University
Heather Hobert	Murdoch University
Joseph Beswick	RMIT
Melissa Keenan	RMIT University
Darlene McLennan	University of Tasmania
Kylie Austin	University of Wollongong
Aisling Dowling	The Australian National University

EPHEA AGM 2022 Apologies

Your name	Your institution
Lara Rafferty	RMIT University
Robin Ladwig	University of Canberra
Susan Oldham	Swinburne University
Taylor Carr	RMIT University
Verity Firth	University of Technology Sydney
Jackie Rudd	Monash University
Jessica Buhne	Sydney University
Shannon van Zanen (Archer)	University of Wollongong
Kinne Ring	CUC Macleay Valley
Mike Dowling	Federation University
Joseph Beswick	RMIT
Michelle Woods	Monash University



Darlene McLennan	UTAS
Amber Elliott	Monash University
Marianna Duce	QUT
Elisa McGowan	The University of Western Australia
Britta Morrison	Monash University
Kimberley Ann Pangilinan	Western Sydney University
Mara Eversons	University of Canberra
Victoria Drury	Southern Cross University
Farhana Laffernis	UNSW
Cate Thomas	Charles Sturt University
Asher Cameron	Monash University
Matt Lumb	University of Newcastle
Lyn O'Neill	University of Auckland
Sarah Smith	University of Wollongong
James Terry	University of Wollongong
Benita Bruce	Monash University
Paula Johnson	University of Tasmania
Mikaela Dockrill	University of Canberra
Megan Smith	University of Wollongong
Joe Llewellyn	University of Otago

These unconfirmed minutes are considered a true and accurate record.

14/12/2022

.....
Kylie Austin, President and AGM Chair

.....
Date

14/12/2022

.....
Lara Rafferty, Secretary

.....
Date

2021 AGM Minutes - Confirmed

Friday 26 November 2021

12.00-pm – 1.00pm Melbourne time

Teams Meeting

1. AGM Welcome

1. Acknowledgement of country and of Elders

The President welcomed everyone to the meeting and acknowledged the Dharawal people, and paid respect to Elders past and present, and further acknowledged the ongoing sovereignty of Aboriginal and Torres Strait Islander peoples over their lands and waters that were never ceded.

2. Register of attendees

Peter O'Callaghan, Melissa Keenan, Sarah Lambert, Ange Spears, Carolina Morison, Chris Ronan, Darlene McLennan, Elicia Ford, Elisa McGowan, Emily Fuller, Jimzeena LeCerf, Joe Llewellyn, Julie Kiroluch, Kylie Austin, Louise Pollard, Maia Gunn Watkinson, Sam Feeney, Sonal Singh, Nicholas Steepe, Tracie Conroy, Veronica SanMarco, Victoria Drury.

3. Noting of Apologies

Apologies were received from: Sarah Glencross, Katherine Munyard, Sue Oldham, Zoe Bristowe, Anthony Gartner, Theresa Lauf.

2. 2020 EPHEA AGM Minutes

1. Acceptance of Minutes

The Minutes of the 2020 EPHEA AGM were received as a true and accurate record.

Moved: Peter O'Callaghan Seconded: Darlene McLennan

3. Business Arising from Minutes

The Secretary provided a brief update on actions taken as part of business arising from the Minutes of the 2020 AGM, including ongoing advocacy by EPHEA regarding the changes to HEPPP funding as well as the provision to retain on the email list members who had recently left employment in the sector to facilitate their ongoing connections.

4. Reports from office bearers and state chapters

1. President's Report
2. Treasurer's Report
3. Secretary's Report

4. Memberships Officer's Report
5. Chapters Reports 2021
 - 4.5.1 EPHEA AGM - NSW ACT Chapter Report
 - 4.5.2 EPHEA AGM - QLD Chapter Report
 - 4.5.3 EPHEA AGM - SA Chapter Report
 - 4.5.4 EPHEA AGM - TAS Chapter Report
 - 4.5.5 EPHEA AGM - WA Chapter Report
 - 4.5.6 EPHEA AGM - VIC Chapter Report
 - 4.5.7 EPHEA AGM - NZ Chapter Report

The Chair drew attendees' attention to the set of reports outlining key achievements by the EPHEA Executive and the various Chapters and congratulated all on the wonderful work that has been achieved.

The Chair invited members to receive the annual reports of the Association.

Moved: Ange Spears

Seconded: Victoria Drury

5. Election of Office Bearers and Ordinary Members, EPHEA Executive 2021

1. Resignations received

The Chair drew the attention of members to the following resignations and thanked these members for their contribution.

Role	Resignation received	Institution
Public Officer	Nicholas Steepe	Charles Sturt University
Ordinary Member	Nicholas Steepe	Charles Sturt University
Ordinary Member	Veronica Sanmarco	University of the Sunshine Coast
Ordinary Member	Kauia Moriarty	University of Otago
Ordinary Member	Astrid Gearin	University of Newcastle

2. Nominations received and election of office bearers

The Chair noted the following nominations for office bearers and ordinary members, and that with a single nomination for the relevant positions, all these people are now considered elected. The Chair welcomed these members to the Committee.

Role	Nomination	Institution
President	Kylie Austin	University of Wollongong
Vice-President	Tracie Conroy	University of Technology Sydney
Secretary	Lara Rafferty	RMIT
Treasurer	Sonal Singh	University of Technology Sydney
Public Officer	VACANT	
Memberships Officer	Jimzeena le Cerf	Southern Cross University
Ordinary Member	Elicia Ford	University of Sydney
Ordinary Member	Kate Flynn	Queensland University of Technology
Ordinary Member	Victoria Drury	Southern Cross University
Ordinary Member	Louise Pollard	University of Notre Dame
Ordinary Member	Chris Ronan	Country Universities Centre



Ordinary Member	Mel Henry	Curtin University
Ordinary Member	Angela Spears	University of Otago
Ordinary Member	Joseph (Joe) Llewellyn	University of Otago
Ordinary Member	Sam Feeney	University of Otago
Ordinary Member	Smoxi Chen	RMIT University
Ordinary Member	Elisa McGowan	University of Western Australia
Ordinary Member	Sarah Glencross	University of the Sunshine Coast
Ordinary Member	Zoe Bristowe	University of Otago

Nic Steepe expressed interest in remaining on as Public Officer and will submit his nomination.

6. Other Business

In response to a question about the 2022 EPHEA Conference, the Chair confirmed that the conference organisers are planning for a face-to-face conference and for online delivery if required, and noted that at the time there will be a call for a host of the 2024 conference.

Attachments:

1. 2020 AGM Minutes
2. President's report
3. Treasurer's report
4. Secretary's report
5. Memberships Officer's Report, including Chapters reports

Close of AGM

These unconfirmed minutes are considered a true and accurate record.

14/12/2021

Kylie Austin, President and AGM Chair

Date

14/12/2021

Lara Rafferty, Secretary

Date



AGM 2022 | Chair's report

Kylie Austin, President, EPHEA

Whilst 2022 has seen the 'opening up' of many Australian and New Zealand Universities, that had previously been in solely online for the last two years, the return to campus has presented many challenges for equity practitioners across the sector as the mental health and wellbeing of both our staff and students has been significantly impacted. The opportunity to reconnect in person and create a sense of belonging amongst our student cohorts has been timely, however balancing the opportunities that are created through on-campus connections and the flexibility that remote or online learning has provided many equity cohorts over the last two years is an ongoing challenge for the higher education sector.

The May 2022 elections, with the return of a Labour Government has resulted in student equity firmly on the national higher education agenda. Additional Commonwealth Supported Places targeting students from underrepresented backgrounds, expansion of the work of the National Centre for Student Equity in Higher Education (NCSEHE) and the release of the Australia's Universities Accord, continues to promote equitable access and participation in higher education.

Whilst 2022 has, without a doubt, been a challenging year for the sector and for equity practitioners in supporting staff and students to navigate the current global and higher education complexities, the strong policy support for equity at a national level provides optimism for the sector.

Once again our EPHEA Executive have continued to support the sector with a range of professional development initiatives and advocacy activities. In particular, we would like to acknowledge the commitment and hard work of Laurie Poretti and her team at the University of Canberra, for delivering a wonderful conference in November, 2022. To bring equity practitioners across the sector face-to-face for the first time in three years was an absolute achievement. Thank you to our EPHEA Executive this year for their ongoing commitment. The team for this year was as follows:

- **Tracie Conroy, Vice-President**, University of Technology Sydney, NSW
- **Lara Rafferty, Secretary**, RMIT, Victoria
- **Sonal Singh, Treasurer**, University of Technology Sydney, NSW
- **Jimzeena LeCerf, Memberships Officer**, Southern Cross University, QLD
- **Nicholas Steepe, Public Officer**, Charles Sturt University, NSW
- **Zoë Bristowe, Ordinary member and NZ Representative**, University of Otago, NZ
- **Angela Spears, Ordinary member and NZ Representative**, University of Otago, NZ
- **Sarah Glencross, Ordinary member**, The University of the Sunshine Coast, QLD
- **Elicia Ford, Ordinary member**, University of Sydney, NSW
- **Elisa McGowan, Ordinary member**, University of Western Australia, WA
- **Joseph Llewellyn, Ordinary member**, University of Otago, NZ
- **Kate Flynn, Ordinary member**, Queensland University of Technology, QLD
- **Sam Feeney, Ordinary member**, University of Otago, NZ
- **Victoria Drury, Ordinary member**, Southern Cross University, NSW
- **Smoxi Chen, Ordinary member**, RMIT, Victoria
- **Louise Pollard, Ordinary member**, University of Notre Dame, WA
- **Chris Ronan, Ordinary member**, Country University Centres, NSW



EQUITY PRACTITIONERS
IN HIGHER EDUCATION
AUSTRALASIA

Thanks also to **Katherine Munyard** our EPHEA Communications Coordinator for her ongoing commitment to EPHEA.

2022 AGM MINUTES



THE YEAR IN REVIEW

In 2022, the EPHEA Executive continued to deliver on their [Strategic Plan for 2021-2023](#). Due to the ongoing dynamic nature of the higher education environment, EPHEA developed an [Implementation Plan for 2022](#) that identified key tactics that EPHEA undertook this year from both an advocacy and professional development perspective.

Undertake a strengths-based approach to building the capacity of equity practitioners and support their wellbeing to empower their work.

The EPHEA Executive has achieved the following against this goal in 2022:

- Awarded over **\$30,000.00 in professional development grants** in 2022, enabling practitioners to gain access to professional development opportunities in a tight fiscal higher education funding environment.
- Convened **an annual calendar of online and face-to-face professional development activities** to contribute to the knowledge, research and practice of student and staff equity in higher education, with four sessions designed and delivered in 2022.
- Joined the **World Access to Higher Education Day Network** providing members, free access to the World Access to Higher Education Day event, opportunity to publish via WAHEN report series, Guaranteed access to the new Ruskin College, Oxford MBA and ability to participate in the WAHEN equitable access and success awards.
- Continued to strength our relationships with our **Chapters**, providing increased support and communication with the EPHEA Executive in 2022. We continued to provide up to \$3000 in **Chapter funding** for chapters who applied for support for local activities – New South Wales, Australian Capital Territory, Western Australia, Tasmania, Victoria.
- Continued to enhance **EPHEA's Communication Channels**, through an integrated payment system, increased social media presence, and streamlined communication to EPHEA members through a series of newsletters.
- Awarded our **Lifetime EPHEA Member** awards to key individuals who have made a significant impact to our community.

Goal 2: Champion systemic change through our collective resources, ensuring that equity is positioned at the forefront of institutional practice and national higher education policy.

The EPHEA Executive has achieved the following against this goal in 2022:

- Submissions to the new **Minister for Education**, to highlight the challenges and opportunities for equity in the higher education sector.
- Established regular meetings with the new **Regional Education Commissioner**.
- Ongoing and regular meetings with the **Department of Education, Skills and Employment**, with feedback provided on key policy and practice documents.
- Continued EPHEA representation on the **National Centre for Student Equity in Higher Education** and **Australian Disability Clearinghouse on Education and Training (ADCET)** boards.
- Contributed to Department of Education submissions and policy documents, including the **Universities Accord**.

In addition to this, the team has also:

- completed statutory reporting requirements to the NSW Office of Fair Trading (for Incorporation purposes);
- managed our banking and Paypal processes; and
- consolidated membership lists and managed inquiries and record-keeping.



LOOKING FORWARD TO 2023

As we look forward to 2023, the following activities will be a key priority for EPHEA:

- Redeveloping our Strategic Plan to continue to invest and advocate on behalf of equity practitioners across the sector.
- Commence planning for EPHEA's 2024 conference.
- Being responsive to the needs of the sector, particularly around staff wellbeing.
- Continuing to strengthen the relationship between EPHEA and the Department of Education, Skills and Employment, as well as other key equity organisations.
- Continuing to digitally streamline member engagement and access.

I'd like to personally thank the EPHEA Executive for their commitment in 2022. As we continue to navigate the challenges that have been presented at an institutional level, these staff have continued to carve out time to act as a voice for underrepresented students and staff across the sector.

I look forward to continuing working with the EPHEA Executive in 2023 and continuing to support the broader EPHEA membership.

Kylie Austin
November 2022

2022 AGM MINUTES

Treasurer Report

EPHEA ANNUAL GENERAL MEETING 2022

I hereby present this year's Treasurer's Report. Attached are the financial statements for the financial year ended 30 June 2022 for EPHEA. To undertake a strengths-based approach to building the capacity of equity practitioners and support their wellbeing to empower their work, EPHEA Professional Development spend was \$27,868.00 to its members. For 2023, we are exploring alternative payment options to streamline the payment process for members. The financial performance of the EPHEA is a credit to the ongoing hard work of EPHEA Executive team.

Members are welcome to contact me with any questions regarding the accounts or for further information.

- Sonal Singh

(EPHEA Treasurer)

A. Account Summary as at 30th June 2022

Account name	Balance
# 082344134190524	24,241.27
Savings Account #5747 (84-647-5747)	5,434.55
Term Deposit #9963 (74-329-9963) 6 month @ 2.05% matures 8 Apr 2020	17,122.32
Term Deposit #2538 (28-848-2538) 12 months @ 2.00% matures 5 June 2020	22,044.98
Term Deposit #3580 (28-854-3580) 12 months @ 2.00% matures 5 June 2020	11,231.27
TOTAL BALANCE AT 30.06.2022	\$80,074.39

B. Income and Expenditure # 082344134190524 (01.07.2021 – 30.06.2022)

	Expenditure	Income
Opening Balance as at 01.07.2021		\$48,181.99
Membership Fees		\$12,890.00
Curtin University Co-Sponsorship		\$3,877.38
Australasian Spotlight on Equity: Grants For Recognition of Impact	-\$6,000	
EPHEA Member PD	-\$971.25	
EPHEA WAHED Reimbursement	-\$262.71	
EPHEA Member PD	-\$8,220.43	
Admin Sal (2021)	-\$3,671.53	
Insurance	-\$1582.18	
EPHEA Conference Seed Funding	-\$20,000	
Closing Balance as at 30.06.2022		\$24,241.27

Transaction Listing 1 July 2021-9 Nov 2022

Date	Amount	Transaction Details	Balance
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9-Nov-22	-3000	ONLINE N8494501476 NZ EPHEA PD N8494501476	17396.91
9-Nov-22	-1000	ONLINE V4734077272	20396.91
27-Oct-22	450	0263466UWA University of WA	21396.91
14-Oct-22	0	PLEASE NOTE FROM TODAY YOUR DR INTEREST RATE IS 8.970%	20946.91
10-Oct-22	-544.17	INTERNET TRANSFER EPHEA Sal- July	20946.91
10-Oct-22	-425.88	INTERNET TRANSFER EPHEA Sal- Aug	21491.08
29-Sep-22	450	131341 USQ Finance Equity Practitio	21916.96
26-Sep-22	-3000	INTERNET TRANSFER Grant 2020-2021 EP	21466.96
26-Sep-22	-794.86	ONLINE A7739140214 Reimbursement NCRR EPHEA	24466.96
26-Sep-22	-750	INTERNET TRANSFER Adam Gowen EPHEAPD	25261.82
26-Sep-22	-650	ONLINE Z7073538214 REIMBURSEMENT NCRR EPHEA	26011.82
16-Sep-22	0	PLEASE NOTE FROM TODAY YOUR DR INTEREST RATE IS 8.720%	26661.82
12-Aug-22	0	PLEASE NOTE FROM TODAY YOUR DR INTEREST RATE IS 8.220%	26661.82
29-Jul-22	450	SWIN UNI-EQUAUS SWIN.UNI.CREDITO Equity Practitio	26661.82
20-Jul-22	450	410448 CURTIN UNIVERSIT EQUITY PRACTITIO	26211.82
15-Jul-22	0	PLEASE NOTE FROM TODAY YOUR DR INTEREST RATE IS 7.720%	25761.82
14-Jul-22	450	UWS 541220 UNI WESTERN SYDN EQUITY PRACTITIO	25761.82
11-Jul-22	-1225.48	TT30X2048174 IB Ref J8735561644 WAHEN	25311.82
11-Jul-22	-709.8	INTERNET TRANSFER EPHEA Sal-June	26537.3
11-Jul-22	-544.17	INTERNET TRANSFER EPHEA Sal-May	27247.1
6-Jul-22	4000	1021056539077 PAYPAL AUSTRALIA EQUITY PRACTITIO	27791.27

Extracted 9/11/2022

Secretary's Report

EPHEA Annual General Meeting | Wednesday 30 November 2022

For additional information contact: Lara Rafferty [lara.rafferty@rmit.edu.au]

I have had the pleasure and honour to serve the EPHEA Committee as Secretary again this year. With our Memberships Officer reporting on our membership base and so on, I will report on the activities of the Committee.

EPHEA Executive Committee memberships and roles

Kylie Austin continued her outstanding work as President this year, with excellent support from Sonal Singh continuing as Treasurer. Tracie Conroy continued as Vice-President (with a staff equity focus). Jimzeena le Cerf managed our memberships as Memberships Officer, and Nic Steepe managed the Association's reporting and other obligations prescribed in the role of Public Officer until he left his role during the year.

The Executive Committee had great contributions from numerous new Ordinary Members in 2022, including Angela Spears, Astrid Gearin, Elicia Ford, Elisa McGowan, Joe Llewellyn, , Kate Flynn, Kauia Moriarty, Mel Henry, Samantha Feeney, Sarah Glencross, Veronica Sanmarco, Victoria Drury, and Zoe Bristowe.

Committee business

Spanning various time zones associated with the distribution of the Committee over mainland Australia and New Zealand, the EPHEA Committee was able to meet four times via videoconferencing. The Committee discussed a number of matters including:

- Governance and management of the Association and its resources, including its strategic plan, memberships, fees, accounts, support for state and international chapters, and reporting obligations
- Liaison with other bodies and organisations, including government, the National Centre for Student Equity in Higher Education, and a range of others
- Submissions to reviews of government policy and funding arrangements
- Preparations for the EPHEA conference in 2022

In addition to the teleconferences, members also represented the Association on various research projects and forums, and I believe their practitioner expertise is a contribution of enormous value to these activities. I particularly enjoyed the opportunity to represent the practitioner voice as the EPHEA representative on the National Centre for Student Equity in Higher Education Advisory Board. Continuing under the wonderful leadership of Professor Sarah O'Shea, the relationship between the Centre and EPHEA continues to be a strong and productive one, as seen in our numerous collaborations.

I would like to thank all Committee members for their hard work and dedication over the year, and particularly thank and send best wishes to those who are leaving the Committee at the end of this year. In addition, I would like to commend the work the Committee Members and in particular the President have conducted as practitioners in actively advocating for equity in higher education.

Lara Rafferty
EPHEA, Secretary

EPHEA AGM
NOVEMBER, 2022

Membership Officer's Report

For additional information contact Jimzeena LeCerf jimzeena.lecerf@scu.edu.au

Membership applications: A streamlined online application process has been setup in the new EPHEA website and we have had numerous applications via the platform. All institutions with current membership were contacted in early 2022 and requested to update their membership lists. Considerable time and effort have gone into ensuring the membership master list is up-to-date.

Membership Fee Payment: PayPal payment via website was established and it has lightened the load and streamlined the payment system. Several invoice requests were still made which did delay some payment.

For 2023 payment, work is underway to set up an online PayPal invoice issue process via the website, which will go to all institutional contacts. The aim is to have this process automated, with reminders set up for missed deadlines.

Membership for 2022: The majority of EPHEA members are on institutional memberships. Currently, we have **930** formally registered members across **40** institutions (an increase from 819 members in 2021).

Current list of financial institutional members for 2022

Australia
Australian National University Canberra
Institute of Technology Central
Queensland University Charles Sturt
University
Country Universities Centre Curtin
University
Deakin University Edith Cowan
University Federation University
Flinders University Griffith
University
La Trobe University Macquarie
University Monash University
Murdoch University
Queensland University of Technology RMIT
University
Southern Cross University Swinburne
University of Technology University of
Canberra
University of Melbourne University of New
England

University of New South Wales

University of Newcastle
University of Notre
Dame Australia
University of
Queensland University
of South Australia
University of Southern
Queensland University
of Sydney
University of
Tasmania University
of Technology Sydney
University of the
Sunshine Coast
University of Western
Australia University of
Wollongong Western
Sydney University

New
Zealand
University of
Auckland
University of
Otago

Victoria University of Wellington

Other
National Centre for Student Equity in
Higher Education

2022 AGM MINUTES



AGM 2022 | Chapter Reports

Summary of EPHEA Chapter Activities 2022

Chapter: Australian Capital Territory and New South Wales

Chapter Convenor: Lauri Poretti (ACT) and Nicola Cull (NSW)

2022 has been a challenging year for everyone, including the NSW and ACT EPHEA Chapters. We have maintained our strong partnership which has enabled us to support each other, and provide opportunities for increased networking, and sharing of work.

The NSW and ACT Chapters would like to thank the EPHEA executive for their commitment, knowledge, expertise and dedication. The advocacy work they do in the Equity space is pivotal to influencing action and positive change as is the support they provide to practitioners. Thank you!

Chapter funding:

The NSW/ACT chapter funding is being used to support equity practitioners attend the EPHEA 2022 Conference.

2022 Activity:

Timeline	Item	Brief Description
Ongoing	EPHEA NSW / ACT Mailing List	The NSW/ACT EPHEA Chapter Mailing list is used to discuss and share information about state-based issues and to promote statewide professional development initiatives.
Ongoing	EPHEA Conference 2022	A number of NSW/ACT University representatives have been sitting on the EPHEA 2022 Conference Organising Committee throughout 2022.
March 2022	NSW/ACT EPHEA State Meetings	During these meetings the group discussed key issues impacting staff and students in the higher education environment, developing a space for staff to share sector level best practice through online knowledge sharing tools and provided a chapter-based forum for staff to come together on issues and identify ways to work together. <ul style="list-style-type: none">• Updates from EPHEA Executive• Chapter Funding and event planning• EPHEA 2022 Conference Canberra 27-30 November



May 2022	NSW/ACT EPHEA State Meeting	As above the meetings were designed to provide a space to come together and provide support and continue discussions including: <ul style="list-style-type: none"> • Sharing of practice • Collaboration • Updates from EPHEA Executive • Chapter Funding • EPHEA 2022 Conference Canberra 27 – 30 November
May 2022	NSW/ACT Widening Participation (WP) Managers Networking Meeting	WP Managers from NSW and ACT Universities came together to discuss: <ol style="list-style-type: none"> 1) Regional Grant Proposal update – EPHEA & CUC 2) CUC News 3) WP programs: how are responding to the ongoing challenges and needs arising for LSES schools and students (ongoing effects from COVID-19 pandemic)? Immediate and future needs? 4) How can we develop a coordinated approach to collaboration moving forward? 5) WP Engagement Heat Map
August 2022	NSW/ACT EPHEA State Meeting	As above the meetings were designed to provide a space to come together and provide support and continue discussions including: <ul style="list-style-type: none"> • Sharing of practice • Collaboration • Updates from EPHEA Executive • Chapter Funding <p>EPHEA 2022 Conference Canberra 27 – 30 November</p>
September 2022	NSW/ACT Widening Participation (WP) Managers Networking Meeting	WP Managers from NSW and ACT Universities came together to discuss: <ol style="list-style-type: none"> 1) Regional Grant Proposal update – EPHEA & CUC 2) CUC News 3) WP programs: how are responding to the ongoing challenges and needs arising for LSES schools and students (ongoing effects from COVID-19 pandemic)? Immediate and future needs? 4) How can we develop a coordinated approach to collaboration moving forward? 5) WP Engagement Heat Map



November, 2022	NSW/ACT EPHEA State Meeting	As above the meetings were designed to provide a space to come together and provide support and continue discussions including: <ul style="list-style-type: none">• Sharing of practice• Collaboration• Updates from EPHEA Executive
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Chapter: Western Australia

Chapter Convenor: Sasha Peppinck (UWA) and Nurul Huda Sunny Yap (Curtin)

2022 has seen a challenging year in the EPHEA space for Western Australia. With seemingly high turnover across institutions and limited member engagement during the year. Reflected in discussions at institution level was feedback of high volumes of work and staff turnover/structural changes consistently impacting engagement opportunities with the chapter. We are excited to see Notre Dame’s team building additional pre-access and access equity programs to increase opportunities for access and participation in WA.

As a result, the Chapter Co-Convenors reworked the proposed meeting schedule in line with the funding application made to the National body to devise a remote engagement plan. As WA transitioned through to phases allowing more of a return to ‘business as usual’ it became more evident of the challenging ecosystem in existence when planning to bring together colleagues, coupled with illness across the Co-Convenors at points during the year.

Funding to support attendance at the biennial conference was offered to support across institutions – not accessed by any chapter members to attend. The WA chapter will seek approval to rollover these unspent funds to 2023.

A December event was planned for WA Chapter members to attend in person at UWA, however minimal uptake of this event sees it being postponed to February 2023 with a plan to holdover the items planned for December to the early 2023 event.

In 2022 we had a decrease in members listed on our main email list communication channel.

It has remained a constant challenge to remain connected with colleagues across the Universities, due to ongoing changes in personnel and structures, however we have managed to keep connections at all Universities and link representatives into the mailing list and online events and opportunities offered through broader network partners throughout the year. The WA Chapter hopes 2023 will deliver less challenges for equity colleagues across the sector and more ability to come together as a network on a regular basis to build on the connections already established, strengthening and leveraging off the foundations in existence.

AGM 2023 | Chair's Report

Kylie Austin, President, EPHEA

After demonstrating significant resilience in adapting to the pandemic, new challenges have emerged for Australian and New Zealand Universities in 2023. The cost-of-living crisis is impacting our student cohorts in ways never before seen in higher education, with a large proportion of our student population experiencing financial stress and poverty. In addition to this, with universities undergoing a series of restructures, a substantial amount of knowledge has been lost throughout the sector.

However, 2023 has brought significant optimism, especially in regard to the focus on equity in the Australian Higher Education landscape with the release of the draft recommendations from the Universities Accord. For the first time in the history of higher education in Australia, growth and improvements to the higher education sector are being viewed through a lens of student equity, as opposed to equity being a construct that sits on the side of the mainstream agenda.

EPHEA has welcomed the immediate actions taken by the Federal Government, including the expansion of the Regional University Centres and to consider similar models for metropolitan locations, the repeal of the 50% pass rate and the introduction of the Support for Students Policy. These key levers will make a substantial contribution in increasing access and completion of university of students from underrepresented backgrounds. We are looking forward with anticipation to the release of the final report from the University's Accord and how together, we will shape a more accessible and fairer higher education system.

Thank you to our EPHEA Executive this year for their ongoing commitment. The team for this year was as follows:

- Verity Firth, Vice-President, University of Technology Sydney, NSW
- Sonal Singh, Treasurer, University of Technology Sydney, NSW
- Amber Elliott, Secretary, Monash University, VIC
- Jimzeena LeCerf, Memberships Officer, Southern Cross University, QLD
- Bronwyn Williams, Public Officer, Western Sydney University, NSW
- Lara Rafferty, Ordinary member, RMIT, VIC
- Elicia Ford, Ordinary member, University of Sydney, NSW
- Joseph Llewellyn, Ordinary member, University of Otago, NZ
- Kate Flynn, Ordinary member, Queensland University of Technology, QLD
- Sam Feeney, Ordinary member, University of Otago, NZ
- Victoria Drury, Ordinary member, Southern Cross University, NSW
- Smoxi Chen, Ordinary member, RMIT, Victoria
- Chris Ronan, Ordinary member, Country University Centres, NSW
- Amanda Moors-Mailei, Ordinary member, University of Technology Sydney, NSW
- Sasha Peppinck, Ordinary member, The University of Western Australia, WA
- Ciaran Smyth, Ordinary member, Western Sydney University, NSW
- James Terry, Ordinary member, University of Wollongong, NSW
- Zain Warsi, Ordinary member, University of Technology Sydney, NSW

As always, a big thank you to Katherine Munyard our EPHEA Communications Coordinator for her ongoing commitment to EPHEA.

THE YEAR IN REVIEW

In 2023, the EPHEA Executive reviewed our strategic focus, launching our [2023-2025 EPHEA Strategic Plan](#), given the evolving needs of the sector and to reflect the reemergence from the COVID-19 pandemic.

Our new Strategic Plan, continued to focus on professional development and advocacy, however, will also place an increased focus on partnerships and recognition in future years. The following was achieved against our goals this year.

Goal One: Continue to build the capacity of equity practitioners as experts within their institutions

- EPHEA launched our Mentoring Program for Early Career Equity Practitioners. With 12 mentors and 12 mentees engaging in the program, we are committed to developing a legacy of equity practitioners who are experts in the field. A very big thank you to Bronwyn Williams and Smoxi Chen for leading this initiative.

Goal Two: To champion systemic change through our collective resources, ensuring that equity is positioned at the forefront of institutional practice and national tertiary education policy.

- EPHEA made five formal submissions to the University Accord process this year and undertook a number of follow up meetings and presentations with the Department of Education and University Accord Panel.
- In addition to this, EPHEA hosted two sector wide webinars and engagement sessions with equity practitioners across the sector to build their knowledge and awareness of the Accord and facilitate contributions to EPHEA submissions.
- EPHEA has also continued it's representation on the National Centre for Student Equity in Higher Education (NCSEHE) Advisory Board in 2023.

Goal Three: To work collaboratively and develop partnerships that empower action and change across the tertiary education sector.

- EPHEA has continued to develop partnerships with affiliated organisations in 2023, including the Society for the Provision of Education in Rural Australia (SPERA), NCSEHE and ADCET (Australian Disability Clearinghouse on Education and Training).
- EPHEA has also working towards enhancing it's relationships with our New Zealand colleagues, working closely with the University of Auckland on our upcoming 2024 conference.

Goal Four: To recognise and celebrate the work of equity practitioners across the sector.

- EPHEA has relaunched its Champions for Change initiative in 2023, with peer recognition of the ongoing work of Equity Practitioners across Australia and New Zealand.

In addition to this, the team has also:

- completed statutory reporting requirements to the NSW Office of Fair Trading (for Incorporation purposes).
- managed our banking and Paypal processes; and
- consolidated membership lists and managed inquiries and record-keeping.



LOOKING FORWARD TO 2024

Looking forward to 2024, we are excited about the following new initiatives:

- Partnering with colleagues from the Student Transition Achievement Retention and Success (STARS) team and the National Enabling Educators of Australia (NAEEA) to deliver the Student Success Conference in Melbourne from 1st – 3rd July.
- Future intakes of our Early Career Mentoring Program for Equity Practitioners.
- Delivering our 2024 EPHEA Conference in partnership with the University of Auckland in New Zealand.
- Expanding our Lifetime Member Awards to include awards for Early Career Practitioners.
- Continuing to strengthen the relationship between EPHEA and the Department of Education, Skills and Employment, as well as other key equity organisations.

I'd like to sincerely thank our EPHEA Executive for their ongoing commitment and dedication to supporting equity practitioners across the sector. Each of our EPHEA Executive undertake this work above and beyond their demanding roles within their institutions with the goal of elevating the voices of equity practitioners across the sector – a very big thank you!

I look forward to continuing working with the EPHEA Executive in 2024 and continuing to support the broader EPHEA membership.

Kylie Austin

November 2023

Treasurer Report

EPHEA ANNUAL GENERAL MEETING 2023

I hereby present this year's Treasurer's Report. The financial performance of the EPHEA is a credit to the ongoing hard work of Katherine Munyard and Jimzeena LeCerf who have provided support with membership and chapter operations management. Well done to the team!

EPHEA Executive approved budget for 2023 EPHEA for the below activities for members:

- EPHEA Member professional development activities: \$15,000
- Chapter Funding: \$12,000
- Conference Seed Funding: \$20,000

Members are welcome to contact me with any questions regarding the accounts or for further information.

- Sonal Singh
(EPHEA Treasurer)

A. Account Summary as of 9th November 2023

Account name	Balance
# 082344134190524	27,675.28
Savings Account #5747 (84-647-5747)	5,434.55
Term Deposit #9963 (74-329-9963) 6 month @ 2.05% matures 8 Apr 2024	17,566.40
Term Deposit #2538 (28-848-2538) 12 months @ 2.00% matures 5 June 2024	22,243.76
Term Deposit #3580 (28-854-3580) 12 months @ 2.00% matures 5 June 2024	11,332.54
TOTAL BALANCE AT 09.11.2023	\$84,252.53

B. TRANSACTION LISTING LAST FINANCIAL YEAR # 082344134190524 (01.07.2022 – 30.06.2023)

#	01 Jul 2022 - 30 Jun 2023		
082344134190524	Amount	Transaction Details	Balance
20-Jun-23	-2635.28	INTERNET TRANSFER Salary	36217.7
20-Jun-23	-1323.43	INTERNET TRANSFER Salary and Reim	38852.98
16-Jun-23	0	PLEASE NOTE FROM TODAY YOUR DR INTEREST RATE IS 10.470%	40176.41
13-Jun-23	450	243487 - Deakin Un Deakin Universit Equity Practitio	40176.41
25-May-23	34767.47	237702 Univ of Canberra EPHEA INC	39726.41
12-May-23	0	PLEASE NOTE FROM TODAY YOUR DR INTEREST RATE IS 10.220%	4958.94
17-Mar-23	0	PLEASE NOTE FROM TODAY YOUR DR INTEREST RATE IS 9.970%	4958.94
2-Mar-23	450	113395 University of Wo EQUITY PRACTITIO	4958.94
28-Feb-23	450	SWIN UNI-EQUAUS SWIN.UNI.CREDITO Equity Practitio	4508.94
17-Feb-23	0	PLEASE NOTE FROM TODAY YOUR DR INTEREST RATE IS 9.720%	4058.94
13-Feb-23	-1594.51	INTERNET TRANSFER EPHEA PLAN	4058.94
13-Feb-23	-669.01	INTERNET TRANSFER EPHEA PLAN	5653.45
9-Feb-23	450	0269285UWA University of WA Equity Practitio	6322.46
24-Jan-23	-514.43	INTERNET TRANSFER Reimbursement Web	5872.46
24-Jan-23	-50.22	INTERNET TRANSFER Reimbursement AGM	6386.89
12-Jan-23	-1821.55	INTERNET TRANSFER Reimbursement	6437.11
12-Jan-23	-827	ONLINE X0636571673 REIMBURSEMENT NCRR EPHEA	8258.66
12-Jan-23	-100	INTERNET TRANSFER Reimbursement	9085.66
16-Dec-22	0	PLEASE NOTE FROM TODAY YOUR DR INTEREST RATE IS 9.470%	9185.66
16-Dec-22	450	0000060721 ANU EFT 0170492 Equity Practitio	9185.66
16-Dec-22	450	206050 FEDERATION UNIVE EQUITY PRACTITIO	8735.66
15-Dec-22	-2247.68	INTERNET TRANSFER EPHEA	8285.66
15-Dec-22	450	UWS 551778 UNI WESTERN SYDN EQUITY PRACTITIO	10533.34
15-Dec-22	450	420260 CURTIN UNIVERSIT EQUITY PRACTITIO	10083.34
13-Dec-22	-1582.17	INTERNET BPAY DEFT INSURANCE 40677722617542	9633.34
30-Nov-22	450	217068 - Deakin Un Deakin Universit Equity Practitio	11215.51

15-Nov-22	-2392.5	INTERNET BPAY MONASH UNI DEBTORS 9970396390000625831	10765.51
14-Nov-22	-2099.67	INTERNET TRANSFER EPHEA	13158.01
14-Nov-22	-1251.28	INTERNET TRANSFER Reimbursement	15257.68
14-Nov-22	-887.95	INTERNET TRANSFER Melissa Keenan	16508.96
11-Nov-22	0	PLEASE NOTE FROM TODAY YOUR DR INTEREST RATE IS 9.220%	17396.91
9-Nov-22	-3000	ONLINE N8494501476 NZ EPHEA PD N8494501476	17396.91
9-Nov-22	-1000	INTERNET TRANSFER SPERA Conference	20396.91
27-Oct-22	450	0263466UWA University of WA Equity Practitio	21396.91
14-Oct-22	0	PLEASE NOTE FROM TODAY YOUR DR INTEREST RATE IS 8.970%	20946.91
10-Oct-22	-544.17	INTERNET TRANSFER EPHEA Sal- July	20946.91
10-Oct-22	-425.88	INTERNET TRANSFER EPHEA Sal- Aug	21491.08
29-Sep-22	450	131341 USQ Finance Equity Practitio	21916.96
26-Sep-22	-3000	INTERNET TRANSFER Grant 2020-2021 EP	21466.96
26-Sep-22	-794.86	ONLINE A7739140214 Reimbursement NCRR EPHEA	24466.96
26-Sep-22	-750	INTERNET TRANSFER Adam Gowen EPHEAPD	25261.82
26-Sep-22	-650	ONLINE Z7073538214 REIMBURSEMENT NCRR EPHEA	26011.82
16-Sep-22	0	PLEASE NOTE FROM TODAY YOUR DR INTEREST RATE IS 8.720%	26661.82
12-Aug-22	0	PLEASE NOTE FROM TODAY YOUR DR INTEREST RATE IS 8.220%	26661.82
29-Jul-22	450	SWIN UNI-EQUAUS SWIN.UNI.CREDITO Equity Practitio	26661.82
20-Jul-22	450	410448 CURTIN UNIVERSIT EQUITY PRACTITIO	26211.82
15-Jul-22	0	PLEASE NOTE FROM TODAY YOUR DR INTEREST RATE IS 7.720%	25761.82
14-Jul-22	450	UWS 541220 UNI WESTERN SYDN EQUITY PRACTITIO	25761.82
11-Jul-22	-1225.48	TT30X2048174 IB Ref J8735561644 WAHEN	25311.82
11-Jul-22	-709.8	INTERNET TRANSFER EPHEA Sal-June	26537.3
11-Jul-22	-544.17	INTERNET TRANSFER EPHEA Sal-May	27247.1
6-Jul-22	4000	1021056539077 PAYPAL AUSTRALIA EQUITY PRACTITIO	27791.27

C. TRANSACTION LISTING THIS FINANCIAL YEAR # 082344134190524 (01.07.2023 – 09.11.2023)

Date	Amount	Transaction Details	Balance
3-Nov-23	-1547.14	INTERNET TRANSFER Sept Timesheet	27675.28
1-Nov-23	-1437.45	INTERNET TRANSFER Mentoring Reimburs	29222.42
31-Oct-23	-2377.32	INTERNET TRANSFER June July Aug Sal	30659.87
19-Oct-23	450	/ AUS CATHOLIC UNI Equity Practitio	33037.19
9-Oct-23	-3530.51	ONLINE A3703037114 EPHEA Conf Reim EPHEA	32587.19
9-Oct-23	-550	INTERNET TRANSFER EPHEA NSW/ACT	36117.7
22-Aug-23	450	RTGS (BAL-003923) UNIVERSITY OF OTAGO NZ-DUNEDIN, DUNEDIN	36667.7

AGM 2023 | Secretary Report

As per the EPHEA Constitution, Part 4 clause 25.2 (a), the EPHEA Annual General Meeting 2023 is being held within six months after the close of the Association's financial year (30 June).

1. EPHEA Executive Committee meetings

The EPHEA Executive Committee planning days in January set the scene for a productive year. Thank you very much to Sonal Singh and the UTS Centre for Social Justice and Inclusion team for hosting.

The EPHEA Executive Committee met eight times in 2023. In accordance with the EPHEA Constitution clause 30.2, at each meeting there was a quorum of five members.

Meetings	Number of attendees
Meeting 1	11
Meeting 2	15
Meeting 3	9
Meeting 4	13
Meeting 5	12
Meeting 6	12
Meeting 7	8
Meeting 8	10

- In 2023, there were 19 EPHEA Executive Committee members.
- There was an average of 11 EPHEA Executive Committee members at each meeting.
- Individual Executive Committee member attendance varied from 1 meeting to 8 meetings.

EPHEA Executive Committee roles

Executive Committee roles are published on the [EPHEA Committee and Convenors webpage](#). In 2023, the following EPHEA members fulfilled these roles:

Kylie Austin, President

Verity Firth, Vice-President

Sonal Singh, Treasurer

Amber Elliott, Secretary

Bronwyn Williams, Public Officer

Jimzeena LeCerf, Membership Officer

Katherine Munyard, Communications Coordinator

Smoxi Chen, Ordinary member

Victoria Drury, Ordinary member

Sam Feeney, Ordinary member
Elicia Ford, Ordinary member
Kate Flynn, Ordinary member
Joseph Llewellyn, Ordinary member
Amanda Moors-Mailei, Ordinary member
Sasha Peppinck, Ordinary member
Lara Rafferty, Ordinary member
Chris Ronan, Ordinary member
Ciaran Smyth, Ordinary member
James Terry, Ordinary member
Zain Warsi, Ordinary member

Committee business

The EPHEA Executive Committee formed three working groups to action the EPHEA Implementation Plan 2023 – 2024. Gratitude and recognition go to:

- Early Career Initiative – Smoxi Chen, Bronwyn Williams, Lara Rafferty
- Building Capacity for Equity Practitioners – Lara Rafferty, Victoria Drury, Amanda Moors-Mailei, Ciaran Smyth, James Terry
- Professional Development Network – Sasha Peppinck and Sonal Singh

The Committee delivered significant foundational and forward looking plans and papers in 2023, including:

- Finalised EPHEA Strategic Plan 2023 – 2025
- Finalised Implementation Plan 2023 – 2024
- Formalised the [EPHEA Submission Process](#), outlining how EPHEA will consult with members on submissions to government and other peak bodies when advocating on behalf of EPHEA's members
- Submissions to reviews of government policy and funding arrangements, including:
 - Accord Discussion Paper
 - Accord Interim Report
 - Implementing Suburban University Study Hubs
 - Support to Students Policy

I thank all Committee members for their continued and sustained commitment to EPHEA, delivering terrific programs within their own institutions and across institutions.

Our President has continued to dedicate significant time in delivering EPHEA initiatives, for which I am very grateful. It is a privilege to be part of the EPHEA Executive Committee.

Amber Elliott
November 2023

Membership Officer's Report 2023

For additional information contact Jimzeena LeCerf jimzeena.lecerf@scu.edu.au

Membership applications: All institutions with current membership were contacted in early 2023 and requested to update their membership lists. Considerable time and effort have gone into ensuring the membership master list is up-to-date.

Membership for 2023: The majority of EPHEA members are on institutional memberships. Currently, we have **1071** formally registered members across **40** institutions (an increase from 930 members in 2022). We also have **6** individual members.

Current list of financial institutional members for 2023

Australia

Australian Catholic University (new)
Australian National University
Canberra Institute of Technology
Central Queensland University
Charles Darwin University (new)
Children's University Adelaide
Country Universities Centre
Curtin University
Deakin University
Edith Cowan University
Federation University
Flinders University
Geraldton University Centre
Griffith University
James Cook University
La Trobe University
Macquarie University
Monash University
Murdoch University
Queensland University of Technology
RMIT University
Southern Cross University
Swinburne University of Technology
University of Adelaide
University of Canberra
University of Melbourne
University of New England
University of New South Wales
University of Newcastle
University of Notre Dame Australia
University of Queensland
University of South Australia
University of Southern Queensland

University of Sydney
University of Tasmania
University of Technology Sydney
University of the Sunshine Coast
University of Western Australia
University of Wollongong
Western Sydney University

New Zealand

University of Auckland
University of Otago
Victoria University of Wellington

Other

National Centre for Student Equity in Higher Education

AGM 2023 | Chapter Reports

EPHEA Chapter Report 2023

NSW Chapter Convenor: Nicola Cull

ACT Chapter Convenor: Laurie Poretti

Summary of Chapter Activities

2023 has been a hopeful year for everyone working in the equity space with the release of the Australian Universities Accord Interim Report, including the NSW and ACT EPHEA Chapters. As such, we have continued to maintain our strong partnership, between NSW & ACT, which has enabled us to have expanded networking opportunities, professional learning and sharing of practices and knowledge.

The NSW and ACT Chapters would like to thank the EPHEA executive for their commitment, knowledge, expertise, and dedication. We would like to particularly acknowledge the substantial work undertaken this year in developing submissions and responses to inform the Accord process. The advocacy undertaken by the executive this year, as always, is important in driving impactful change. Thank you!

Chapter funding:

NSW & ACT received a combined total of \$3,000 to be used across the two chapters.

2023 Activity:

Timeline	Item	Brief Description
Ongoing	EPHEA NSW / ACT Chapter Teams Group	The NSW/ACT EPHEA Chapter Teams Group is used to share ideas, connect with Members, and help drive our NSW/ACT EPHEA Chapter agenda.
	EPHEA NSW / ACT Mailing List	The Mailing list is used to discuss and share information about state-based practice and issues and to promote statewide professional development initiatives.
March 2023	NSW/ACT EPHEA State Meeting	During the meeting the group discussed key issues, shared practice and provided a chapter-based forum for staff to come together to connect.
August 2023	NSW/ACT EPHEA State Meeting: Professional Learning	Special Guest Lecture from Dr Nadine Zacharias, <i>Managing Director and Founder of Equity by Design</i> on insights from the last decade of equity research and practice in the Australian context.



September 2023	NSW/ACT EPHEA State Information Update	Shared updates via email including: <ol style="list-style-type: none">1. EPHEA NSW/ACT Chapter Funding2. EPHEA Mentor program-3. World Access to Higher Education Day (4. Equity at ACU Symposium5. SEHEEF Community of Practice6. EPHEA Executive have submitted feedback to the Australian Universities Accord Interim Report (<i>see attached</i>).7. EPHEA NSW/ACT Chapter Teams Group-8. Special Guest Lecture from Dr Nadine Zacharias - <i>presentation slides attached</i>.
November 2023	NSW/ACT EPHEA State Meeting: Professional Learning	Special Guest Lecture – TBC



AGM 2023 | Chapter Reports

EPHEA Chapter Report 2023

Chapter: South Australia

Chapter Convenor: Sarah Hattam & Stuart Dinmore

Summary of Chapter Activities

We were very happy to step into the co-convenor roles of the SA Chapter of EPHEA in August of 2023. We are hosting an end of year networking event at UniSA on the 7th December 4-5:30pm with the aim to build active membership and interest in the work of EPHEA, with a focus on the combined conference for 2024.

We are also particularly interested in playing an advocacy role as our university merges with University of Adelaide over the next two years and we want to ensure that equity remains a key focus of the university. We envisage there will be a lot of opportunities to bring people together to work towards this goal.

AGM 2023 | Chapter Reports



EPHEA Western Australia Chapter

Chapter Convenors: Sasha Peppinck (UWA) and Nurul Huda Sunny Yap (Curtin)

In a key year for the Equity and tertiary sector, 2023 has seen a strong reinvigoration of the EPHEA chapter in Western Australia, after previous years having more limited member engagement due to change and/or uncertainty for varying reasons.

The EPHEA WA Chapter co-conveners Nurul Huda Sunny Yap and Sasha Peppinck hosted a networking event at Curtin University campus in Bentley in October, after working to increase the membership list after some staff movements in member institutions.

Funding from the national body was used to support the networking event. The WA chapter will seek approval to rollover the unspent funds to 2024 to provide additional opportunities for members and continue the momentum from this year.



The successful in-person event was attended by almost 30 Equity Practitioners from the region across all five universities: Curtin University, Edith Cowan University, Murdoch University, University of Western Australia and University of Notre Dame. The meeting opened with Dr Kylie Austin updating chapter members on all of the ways EPHEA has supported and advocated for members throughout the year, sharing exciting planned opportunities for members in 2024.

Curtin University as the hosts arranged Equity and Inclusion staff, Maddie Whiteaker and Precious Magtuto to present their innovative Equity Toolkit, tailored for staff, particularly new recruits, focusing on equity. The team showcased their comprehensive approach, which included co-designing their tool with stakeholders, with a strong focus on User Experience (UX).

Dr Nigel Gribble, a Senior Lecturer and Researcher as well as the co-founder and Deputy Chair of the Emotional Intelligence Society of Australia (EISA) delivered an engaging and informative session on "Microstress and Emotional Intelligence,". Dr Gribble offered valuable insights into stress management in educational settings.

Members from the various institutions were delighted to establish new connections and rekindle existing ones to increase the opportunities for Equity across institutions in WA.

The WA Chapter Co-Convenors are looking forward to maintaining the momentum of this year into the 2024 planning and ability to come together as a network on a regular basis to build on the connections already established, strengthening and leveraging off the foundations in existence.