



# 2017 AGM Agenda

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**Wednesday 22 November 2017**

**11.20 – 12.30pm, Queensland time**

**Room P514, QUT Gardens Point campus (during the EPHEA 2017 conference)**

**Or by phone (details to be provided)**

**1. AGM Welcome**

1. Acknowledgement of country
2. Welcome to members and guests and noting of Apologies

**2. 2016 EPHEA AGM Minutes**

1. Minutes to be confirmed

**3. Business Arising from Minutes**

**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, incorporating Chapters Reports (Australia and New Zealand)

**5. Election of Office Bearers and Ordinary Members, EPHEA Executive 2018**

Nominations for Executive Committee members for 2018 have been received.

There was only nomination for the following office bearer roles, so according to the Constitution these people will be taken to be elected at the AGM:

<b>Position</b>	<b>Nominee</b>	<b>University</b>
President	Gabrielle O'Brien	Griffith University
Vice-President	Cathie Walsh	University of Auckland
Treasurer	Sonal Singh	Macquarie University
Secretary	Lara Rafferty	RMIT University
Memberships Officer	Arif Ongu	UTS



In addition, the following nominations were received for the position of ordinary committee members and these people will be taken to be elected at the AGM:

Vaoiva Ponton	Auckland University of Technology
Louise Pollard	The University of Western Australia
Jacinta Vanderfeen	University of Tasmania
Kate Flynn	Queensland University of Technology

**6. Report on Strategic Plan for EPHEA 2016 – 2017**

**7. Draft Strategic Plan for EPHEA 2018-2020**

**8. EPHEA Lifetime membership awards**

**9. Other Business**

**Close of AGM**

<b>Location</b>	<b>Local time</b>
Canberra, NSW, Victoria	12.20 – 1.30pm
Brisbane	11.20 – 12.30 pm
Adelaide	11.50 – 1.00 pm
Perth	9.20 – 10.30 am
Darwin	10.50 – 12.00 pm
Auckland, Christchurch, Dunedin	2.20 – 3.30 pm



## 2016 EPHEA AGM Minutes

Tuesday 29 November 2016

Rydges Capital Hill, 17 Canberra Ave, Forrest ACT 2603

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### 1. AGM Welcome

The President welcomed those attending in person and by teleconference, and acknowledged that the meeting was being held on the land of the Ngunnawal people. The President also recognised Elders, past, present and future.

#### 1.1. Register of attendees:

Gabrielle O'Brien (Griffith), Lara Rafferty (Royal Melbourne Institute of Technology University- RMIT), Louise Pollard (University of Western Australia), Dee Gibbon (University of Queensland- UQ), Ruth Tregale (Macquarie), Terence O'Neill (University of Auckland, New Zealand), Juliet Nanai (Auckland University of Technology, NZ), Alisha Taylor-Jones (RMIT), Cathie Walsh (University of Auckland), Arif Ongu (University of Technology Sydney- UTS), Keane Wheeler (University of Southern Queensland-USQ), Nadine Zacharias (Deakin), Danelle Dobinson (Queensland University of Technology- QUT), Kate Flynn (QUT), Judy **Hookey** (representing Mel Martinelli from Deakin), Joanna Leonard (UTS), Jo Tilly (Deakin).

#### 1.2. Noting of Apologies:

The following apologies were noted:

Mary Kelly (QUT), Shannon Kerrigan (LaTrobe), Anthony Gartner (Swinburne), Marnie King (UQ), Belinda Munn (University of Newcastle), Darlene McLennan (University of Tasmania), Elle Walker (Curtin University), Smitha Mandre-Jackson (QUT), Louisa Bowman (National Centre for Student Equity in Higher Education, Curtin), Lisa O'Neill (University of Adelaide), Jordan Tredinnick (UQ), Christie White (USQ), Lindell Mottee (James Cook University- JCU), Kimberley Anderson ( JCU), Stephen Manson (University of South Australia).

#### 1.3. Starring of items:

No other items were starred and no other business was added.

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### 2. 2015 EPHEA AGM Minutes

#### 2.1. Acceptance of Minutes

The Minutes of the 2015 AGM were accepted by members.

Moved: Louise Pollard

Seconded: Ruth Tregale

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### 3. Business Arising from Minutes

#### 3.1. Post-meeting actions from 2015 AGM:

Item	Details of 2105 AGM item from Unconfirmed Minutes
4.1.1	<i>There were discussions as to the rationale of having a preamble rather</i>



	<p><i>than just updating the association's objectives. This matter required further discussion.</i></p> <p>Update from the President at the 2016 AGM: The objectives of the Association are spelled out in the Constitution. Members agreed that no further amendments were required.</p>
<b>4.1.5 (b)</b>	<p><i>Changes in financial arrangements – one signatory; change from financial year to calendar year for memberships. The President and Treasurer are physically located in different regions and it is impossible to make payments. Members wanted a safeguard clause. There was also a suggestion to seek auditor's view. <b>Unresolved.</b></i></p> <p>Update from the President at the 2016 AGM: The matter has been resolved with two signatories who can do all manner of transactions, with the Treasurer instigating payment and a second person authorising the payment, usually the President.</p>
<b>7.</b>	<p><i>The President reported that she is continuing her efforts to secure a host for the 2017 conference.</i></p> <p>Update from the President at the 2016 AGM: Griffith University will be the conference host in 2017.</p>

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#### 4. Constitutional amendments

##### 4.1 List of motions related to Constitutional amendments including the rationale for each change.

*The Committee proposed that the Association adopt the revised Constitution in its entirety, which includes amendments required by law in NSW that came into effect on 1 September 2016, and also includes amendments passed at the 2015 AGM (see attached). Amendments were highlighted in the draft Constitution circulated to members prior to the AGM.*

The Treasurer briefed members on the updated Constitution. In response to questions from a member in relation to clause 22, and clause 43, the Treasurer confirmed these were mandatory model clauses, and these were then endorsed.

A member asked about how the 'organisation with similar objects' would be identified in the event that the Association needed to be wound up as per clause 43, and the President confirmed this would be by discussion with members.

After thanking the Treasurer for her efforts to propose a constitution reflecting legislative requirements and the expressed wishes of members, the constitutional amendments were approved by members.

Moved: Lara Rafferty      Seconded: Danelle Dobinson

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#### 5. Reports

The President referred members to the Reports circulated to members prior to the AGM. The Memberships Officer confirmed that the reported number of members comes directly from the current membership database, acknowledging that some universities have not responded to queries to update their memberships list. The Memberships Officer undertook to check once again the memberships list as at 30 June 2016 and advise, and so the Memberships report was held over.



All other reports were accepted by members:

1. President's Report  
Moved: Louise Pollard. Seconded: Lara Rafferty.
2. Vice President's Report  
Moved: Terry O'Neill. Seconded: Cathie Walsh.
3. Treasurer's Report  
Moved: Louise Pollard. Seconded: Juliet Nanai.
4. Secretary's Report  
Moved: Ruth Tregale. Seconded: Gabrielle O'Brien.
5. Memberships Officer's Report, including Chapters Report  
Deferred.
6. New Zealand Report  
Moved: Gabrielle O'Brien. Seconded: Ruth Tregale.
7. Report from EPHEA representative on the NCSEHE Advisory Board  
Moved: Lara Rafferty. Seconded: Gabrielle O'Brien.

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## **6. Election of Office Bearers and Ordinary Members, EPHEA 2017**

### **6.1. The Committee has the following resignations and vacancies**

Lisa O'Neill (Vice-President) and Arif Ongu (Memberships Officer) have resigned.

### **6.2. Nominations received and election of office bearers**

The President acknowledged the work of the retiring Vice-President Lisa O'Neill, and that of Arif Ongu as Memberships Officer, Terry O'Neill as New Zealand representative, and Stephen Manson with his insights particularly into disability matters.

The following nominations have been received by the date of distribution of AGM papers. Additional nominations for vacant positions were sought as below.

Position	Nominee	University
President	Gabrielle O'Brien	Griffith University
Vice-President	VACANT	
Treasurer	Ruth Tregale	Macquarie University
Secretary	Lara Rafferty	RMIT University
Membership Officer	VACANT	
NZ Rep & Ordinary Member	Cathie Walsh	University of Auckland
Ordinary Member	Louise Pollard	University of Western Australia



Noting that there is no limit on the number of ordinary members for the Committee, the following nominations were received:

Ordinary members: Juliet Nanai, Kate Flynn, Keane Wheeler

Memberships Officer: Joanna Leonard

Vice-President: Dee Gibbon

Given that there was one nomination for each office bearer role, and multiple nominations for ordinary members, all nominations were taken as accepted, and new members were welcomed to the Committee by the President.

## **7. 2017 EPHEA Activities**

### **7.1. 2017 EPHEA Conference**

The President reported that she has convened an organising committee with representatives from Queensland universities and also from New Zealand in Cathie Walsh. The National Centre for Student Equity in Higher Education has expressed interest in having a forum associated with the conference, including a session on the 2017 Equity Fellows. Conference planning will continue, towards the conference dates of 20-23 November 2017.

### **7.2. EPHEA Strategic Priorities for 2016-7**

The President reported that the EPHEA Strategic Plan has been developed based on feedback from members at the 2015 conference and from the Committee. It includes activities such as building our profile, positioning our Association as a leading commentator and contributor to policy and other consultations; continuing to provide professional development through the conference and state chapters; and strengthening partnerships and national and international linkages for the benefits of members.

## **8. Other Business**

8.1. Committee members noted the outstanding leadership of the President and thanked her for continuing in the role.

8.2. A member raised that the membership list included some notable absences and questioned what was being done to engage new or missing members. The Treasurer replied that there have been multiple attempts to engage members, and the most recent one about three weeks ago did result in some additional membership fees being paid, and these efforts will continue. It is particularly pleasing to note that there are four institutional memberships from New Zealand.

8.3. A member asked about whether the membership list will be published to assist with ensuring the accuracy of the membership list and promoting membership. The President confirmed that the membership list will be shared with the state-based chapter convenors, and emphasised that it is important to share information. The Public Officer proposed a more active role for the state convenors in maintaining an up-to-date



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membership list.

8.4. In response to a question, the President confirmed that the incoming Vice-President will take carriage of the networks initiated by the Vice-President. Danelle Dobinson offered to support Dee in taking up these commitments.

#### **Close of AGM**

The President thanked members for attending and closed the meeting.

## AGM 2017 | Chair's report

**Gabrielle O'Brien, President, EPHEA**

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2017 has been another hectic year for EPHEA and this work could not have been undertaken without the extreme dedication of the EPHEA Executive Team. The team are all volunteers undertaking this work on top of their busy day jobs. The team for this year was as follows:

Member	Position	University
Gabrielle O'Brien	President	Griffith University
Dee Gibbon	Vice-President	The University of Queensland
Lara Rafferty	Secretary	RMIT
Ruth Tregale	Treasurer/Public Officer	Macquarie University
Joanna Leonard	Memberships Officer	University of Technology Sydney
Keane Wheeler	Indigenous Rep and Ordinary member	University of the Sunshine Coast
Cathie Walsh	Ordinary member and NZ representative	University of Auckland
Juliet Nanai	Ordinary member	AUT University
Louise Pollard	Ordinary member	University of Western Australia
Kate Flynn	Ordinary member	Queensland University of Technology

During the year two of our members resigned – Ruth Tregale and Keane Wheeler. Keane has been an ordinary member and Indigenous representative on our committee and has provided valuable insights around Aboriginal and Torres Strait Islander perspectives. Long-standing member Ruth Tregale, our treasurer, has also resigned from the Executive. Ruth was the Director of Widening Participation at Macquarie and has now taken up a role in the not-for-profit sector. Ruth has been passionate about supporting the work of equity practitioners and will be sadly missed. We wish her well in her new role. She has continued to provide a role in handover around Treasurer activities which is greatly appreciated.

Additional members who are not re-nominated include Dee Gibbon and Juliet Nanai. Juliet has been a long time member having held position as Secretary and Ordinary member for several years. She has enthusiastically promoted NZ perspectives and worked hard to encourage membership amongst our NZ members. Dee has been a member for this year and again provided us with fresh perspectives in the staff equity.

### THE YEAR IN REVIEW

Key activities are outlined below and reflect our goals towards achieving what has been set out in the Strategic Plan. The goals of the strategic plan were set out by members at the 2015 AGM and 2017 AGM offers a chance to revisit these.

#### EPHEA conference

My main focus has been in the organisation of the 2017 EPHEA Conference. Working with the Conference Organising Committee and the EPHEA Executive we believe we have brought together a valuable and informative conference.



Thank you to the members of the conference organising committee for their help.

### Conference Organising Committee

Member	Position	University
Gabrielle O'Brien (Chair)	Manager, Student Diversity and Inclusion	Griffith University (host)
Larissa Siliezar	Manager, Student Equity and Wellbeing	James Cook University
Marjorie Blowers	Access and Diversity Officer	Sunshine Coast University
Melanie Seal Moradi	Equity Pathways Officer	Australian Catholic University
Cate Rooney	Coordinator, Inclusion and Accessibility	Central Queensland University
Cathie Walsh	Staff Equity Manager	The University of Auckland
Marnie King	Senior Manager (Equity and Diversity)	The University of Queensland
Shane Barnes	Director, GUMurrii Student Support Uni	Griffith University
Kate Flynn	Senior Project Officer, Equity Services	Queensland Uni of Technology
Shaunaugh Brady	Manager, Student Equity & Disability	The University of Southern Queensland

### EPHEA administration

Key tasks in managing EPHEA as an incorporated association have included:

- Statutory reporting requirements to the NSW Office of Fair Trading (for Incorporation purposes)
- Managing our banking and Paypal processes
- Consolidating memberships in order to issue invoices and collect payments
- Ensuring the membership email list is up to date and managing things like the website, inquiries and record-keeping (currently we have 475 members – see Membership Report for more detail)
- Encouraging Chapter convenors and activities – we have almost full representation across all states and territories as well as NZ.

### Student Equity

A number of student issues arose in 2017 out of the Higher Education Reform Package. EPHEA spent significant time engaging with various stakeholders in order to promote EPHEA's position on these reforms. These policy positions and funding implications for equity groups and equity practitioners continues to be quite serious. Key avenues to highlight issues include:

- EPHEA Position Statement on 2017 Budget (May)
- EPHEA Position Statement on education reforms impacting NZ citizens (June)
- Response to Department of Education and Training re HEPPP (June)
- Improving retention, completion and success in higher education: A response by EPHEA to the Higher Education Standards Panel Discussion Paper (July)
- Feedback on draft implementation plan for improving higher education admissions transparency (July)
- Recommendations for the Rural and Regional Enterprise Scholarships (May)
- Judy Skene put together the EPHEA submission for the [Independent Review into Regional, Rural and Remote Education](#) (August). It's been fantastic to be able to draw on consultants to assist us with submissions.
- Submission to all 76 senators with a copy of our concerns for higher education reforms. A number of responses saw it passed on from senators to relevant policy advisors or education portfolio (September).
- Additional advocacy to selected cross-benchers and opposition around the higher education reforms after Bill was deferred (October).

## Staff Equity

- Universities Australia has prepared the 2015 and 2016 [inter-institutional gender statistics](#). We have continued to liaise with UA on the production of these statistics and are looking to liaise with UA to explore gender equity strategy for the future.
- Institutions involved in the [Science in Australia Gender Equity \(SAGE\)](#) have been working hard during the pilot to establish good practice aimed at improving gender equity in STEM. There are now 32 universities involved in the project and we encourage you to share your successes and challenges with fellow EPHEA members. The project has wider implications for gender equity beyond STEM and this is already a strong intention within many organisations. The EPHEA conference has a guest speaker from SAGE at the EPHEA conference and a Gender Equity Community of Practice.

ANU	Macquarie University	University of Newcastle
Bond University	Monash University	UQ
Charles Sturt University	Murdoch University	UniSA
Curtin University	QUT	USC
Deakin University	RMIT	University of Sydney
Edith Cowan University	SCU	University of Tasmania
Federation University	Swinburne University	UTS
Flinders University	University of Adelaide	UWA
Griffith University	University of Canberra	University of Wollongong
JCU	University of Melbourne	Western Sydney Uni
La Trobe University	UNSW	

## Looking Forward

As you know I have nominated again as President this year – I am hoping that I can continue to represent the members appropriately and consolidate our work to date with a view to increasing our profile and influence subject to approval by members. I enjoy this activity and am buoyed by the positive comments from members – Thank you for your support and encouragement.

Key areas of focus for EPHEA for 2018 include:

- Continuing to expand our profile and represent members to significant Government and non-Government agencies on relevant staff and student equity issues
- Working closely with the NCSEHE and other equity research centres on issues of importance to members
- Continuing to support chapter activity across all states and territories as well as our growing NZ contingent
- Ensuring members have opportunities to network nationally and keep on top of major issues across a wide range of equity and social justice topics.

Further discussion about strategic priorities and member feedback will form part of the discussion later in the AGM and throughout the conference.

**Gabrielle O'Brien**  
**November 2017**

# Treasurer's report

EPHEA Annual General Meeting | 22 November 2017

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## A. Balance Sheet 30.06.2017 (as required by NSW Office of Fair Trading for Annual Return)

Account name	Balance at 30.06.2017
Community Saver Account (13-419-0524)	5,125.94
Savings Account (84-647-5747)	15,287.00
Term Deposit (74-329-9963)	16,012.67
Term Deposit (28-848-2538)	20,386.14
Term Deposit (28-848-2580)	10,386.14
PayPal Account	0.00
<b>TOTAL HOLDINGS AT 30.06.2017</b>	<b>\$67,197.89</b>

## B. Income and Expenditure FY 2016-2017

	Income	Expenditure
<b>Opening Balance 01.07.2016</b>	<b>\$60,766.50</b>	
Membership Fees (01.07.16-30.06.17)	16,719.00	
Bank Interest	1,336.02	
Return of 2015 Conference Seed Funding (Deakin)	17,500.00	
EPHEA Conference Registration payment UoN	983.44	
Travel costs to UA Policy Forum Canberra		1,546.79
NSW Fair Trading Annual Financials Lodgement		44.00
2016 AGM Costs (Rydges Canberra)		289.00
EPHEA Executive Meeting Melbourne 10/02/17		6,685.57
Travel costs to Canberra meeting with DoE 18/05/17		1,204.71
QUT Conference Seed Funding		20,000.00
WiX.com (EPHEA website and mailbox)		337.00
<b>Closing Balance 30.06.2017</b>	<b>\$67,197.89</b>	

### C. Balance Sheet 30.09.2017

Account name	Balance at 30.09.2017
Community Saver Account (13-419-0524)	3,464.56
Savings Account (84-647-5747)	15,308.95
Term Deposit (74-329-9963) <i>matures 8 October 2017</i>	16,012.67
Term Deposit (28-848-2538) <i>matures 5 June 2018</i>	20,386.14
Term Deposit (28-848-2580) <i>matures 5 June 2018</i>	10,386.14
PayPal Account	0.00
<b>TOTAL HOLDINGS AT 30.09.2017</b>	<b>\$65,558.46</b>

### D. Income and Expenditure 01.07.2017 - 30.09.2017

	Income	Expenditure
<b>Opening Balance 01.07.2017</b>	<b>\$67,256.39</b>	
Membership Fees	1,430.60	
Bank Interest	21.95	
Refund from QUT for unused QLD Chapter Funding	1,000.00	
EPHEA Conference Registration payment UoN		1,010.00
Travel costs to DoE HEPPP briefing in CBR		1490.48
Campus Morning Mail: Conference Advertisement		1,650.00
<b>Closing Balance 30.09.2017</b>	<b>\$65,558.46</b>	

# Secretary's Report

## EPHEA Annual General Meeting | Wednesday 22 November 2017

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

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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.

### Committee memberships and roles

Gabrielle O'Brien continued her outstanding work as President this year, with excellent support from Ruth Tregale continuing as Treasurer until she left the higher education sector for a role in the community sector during the year. Ruth's continued management of the various Treasurer functions after she moved on speaks again to her wonderful commitment to the Association and she is very much missed. Dee Gibbon commenced as Vice-President (with a staff equity focus). Cathie Walsh was the Committee's New Zealand representative. Dr Keane Wheeler continued as an Ordinary Member, bringing an Indigenous focus to the Committee, and this is very welcome. Joanna Leonard managed our Association memberships as Memberships Officer.

### 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 three times via teleconferencing hosted by RMIT with an additional planning day in Melbourne in February 2017. 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, the Refugee and Asylum Seeker Special Interest Group
- Submissions to reviews of government policy and funding arrangements
- Preparations for the EPHEA conference in 2017, including the process and awardees for Lifetime Memberships with EPHEA

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 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 have conducted as practitioners in actively advocating for equity in higher education.

**Lara Rafferty**  
**EPHEA, Secretary**



# EPHEA Membership/Chapters Report

## EPHEA Annual General Meeting |

For additional information contact: Joanna Leonard [Joanna.leonard@uts.edu.au](mailto:Joanna.leonard@uts.edu.au)

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## Members

Currently we have 475 individuals on our membership database from 33 institutions. The majority of our members are on institutional memberships. All institutions with current membership were contacted in May 2017 and requested to update their membership lists. Staff turnover in some institutions meant that some contacts were no longer there. New members covered under institutional memberships were also asked to fill out the online form.

EPHEA has members from the following institutions:

Auckland University of Technology	University of Newcastle
Australian National University	University of NSW
Canberra Institute of Technology	University of Otago
Council of Australian Postgraduate Associations	University of Queensland
Central Queensland University	University of the Sunshine Coast
Charles Darwin University	University of Sydney
Charles Sturt University	University of Technology Sydney
Curtin University	UNITEC
Federation University	Victoria University of Wellington
Flinders University	University of Wollongong
Griffith University	Western Sydney University
LaTrobe University	Queensland University of Technology
Macquarie University	University of South Australia
RMIT University	University of Southern Queensland
Southern Cross University	University of Tasmania
Swinburne University of Technology	University of Western Australia
University of Auckland	National Centre for Student Equity in Higher Education
University of Canberra	

## NZ and state chapters

Most states and territories have a local chapter for discussion of local issues and networking. New Zealand has its own chapter for New Zealand and Pacific region practitioners. The conference offers the ideal opportunity to meet, network and re-establish these chapters.

We are pleased to welcome new state convenors:

- Kylie Austin (UOW) in NSW
- Laurie Poretti (UCanberra) in ACT
- Jacinta Vanderfeen and Robin Barnes (UTas) in Tasmania

And thank you to our more established state chapter convenors, Lisa O'Neill in South Australia, Felicity Thyer in Victoria, Luke Webster/Mel Henry (Acting) in WA and Cathie Walsh in New Zealand.

## Chapter reports

### South Australia:

The South Australian chapter practitioners met in smaller groups around specific activities.. However, with a number of staff changes and new staff coming into the Universities, there will be more EPHEAs in South Australia next year, and we will be meeting after the EPHEA conference to plan activities for 2018.

The small meetings have enabled practitioners to share practice and actions taken around specific projects, including Athena SWAN and WGEA reporting. Practitioners discussed possible collaborations and these will be explored further in 2018.

Practitioners are often juggling high and varied workloads and it is only through determined effort that they are able to come together. When we meet later this year, practitioners will consider how an EPHEA grant might be able to better enable the group to meet and develop.

### New Zealand:

Currently five NZ institutions are members of EPHEA: University of Auckland, Auckland University of Technology, Unitec, University of Otago and Victoria University of Wellington.

New Zealand has a new Labour led coalition government. Some proposed policies which will affect us include: remove student fees; increase student allowances; consider writing off student loans in exchange for work in areas of skill shortages; review performance based research funding; increase assistance for people with disabilities; introduce enforceable accessibility standards; scrap the current Equal Pay and Pay Equity Bill and replace with new equal pay legislation; extend parental leave to 26 weeks; provide scholarships for Te Reo Māori teachers.

Women in STEMM has had a national focus with all universities meeting to learn more about the progress of Athena Swan in Australia. Discussions with the Royal Society on advancing women and equity groups in Universities and Research centres have also occurred.

On the heels of the Australian 'Respect Now Always' campaign, the NZ Union of Students Association has received three years funding from the Accident Compensation Commission to develop and deliver a programme to combat sexual violence on campuses. NZUSA is currently running scoping workshops across all tertiary institutions.

Transgender equity and health have been given considerable attention at the University of Auckland, as has the development of a University-wide Disability Programme.

Strategies to support women in leadership and in STEMM, and mitigating unconscious bias continue to be developed. Auckland University of Technology delivered a Diversity Forum under the guidance of the newly appointed University Director of Diversity, Professor Edwina Pio. At Unitec, The Institute for Courageous Conversations about Race initiative continues to help students, teachers, companies and organisations better understand and harness racial diversity. The University of Otago focused on developing new policies and guidelines, including: Equity and Diversity Strategic Framework and Policy, Gender Transitioning at Work Guidelines, and Access and Mobility Policy. Otago have also refined their equity reporting, such as introduction of “gender diverse” category for staff and release of Staff Equity Demographics Report.

All equity practitioners, particularly those working with students, are grateful for the support of their Australian colleagues with regard to the education reforms affecting New Zealand citizens.

The NZ EPHEA Chapter is not yet as fully established so we continue to encourage equity practitioners to share knowledge and resources and build ourselves a profile. We are aiming for a second NZ symposium in 2018.

#### **Victoria:**

The Victorian Widening Participation network has been very active during 2017, with wonderful secretarial support provided by Deakin University. Members have taken turns to host the meeting and introduce their widening participation programs. The group has also invited guest speakers such as The Smith Family and considered other matters such as the evaluation of HEPPP and the higher education legislation and budget reforms. In 2017 the group collaborated to complete an exercise to map all outreach work with an equity focus across Victoria, again with superb analytical support from Deakin staff, to identify schools and regions that fit the socio-economic profile for HEPPP but are not receiving equity-focussed outreach activities from institutions. The group has an eye on opportunities for future collaboration and practice-sharing to provide equity and efficiency across the state for widening participation activities.

#### **Western Australia:**

Following significant changes in each of the WA universities at the start of 2017, affecting many of the equity practitioners (including the chapter convenor), the WA chapter was somewhat less active than in previous years; though we did manage to keep the network active.

We came together on two occasions for dedicated WA EPHEA meetings in 2017, with the aim of continuing to share information and learnings, and to explore opportunities for cross-institutional collaboration. We met at Curtin University in July to share insights from the HEPPP forum in Canberra, discuss how changes at each of our institutions (and the sector more broadly) might affect widened participation and success in WA, and explore opportunities to work together as the WA EPHEA chapter to manage these challenges into the future. We recently met again in October, at the University of WA, to continue this conversation, sharing our key learnings from 2017 and our plans for 2018.

Across Curtin, UWA, Murdoch, ECU and Notre Dame Universities, equity is managed in diverse ways, with some institutions having dedicated staff and teams, others having highly distributed





responsibility for widened participation. Several universities had also undergone significant restructures at the end of 2016, resulting in staffing changes and unclear/limited capacity to continue engagement with the WA EPHEA network. The importance of cross-institutional collaboration, particularly in terms of outreach, nonetheless, was strongly embraced by all WA universities; with existing collaboration at the practitioner level acknowledged and enthusiasm expressed for the continuation of this work.

We are continuing to explore further opportunities for outreach collaboration at a more strategic level, so that this work may be more visible and effective across the state. Some institutions continue to experience significant changes within their equity teams, with much of our 2018 plans dependent on HEPPP changes and allocations. We have another meeting planned for February 2018, at which time we hope to revisit nominations for a WA EPHEA Chapter convenor.



## Our mission

EPHEA (Equity Practitioners in Higher Education Australasia) is the professional incorporated association for equity practitioners who work in tertiary education throughout Australia, New Zealand and the Pacific region.

Equity practitioners play an essential role in tertiary education to develop and implement student and/or staff affirmative action programs, manage organisational responsibilities under anti-discrimination legislation, promote cultural change within institutions, and foster an environment which values and respects diversity.

EPHEA aims to strengthen and support the work of equity practitioners within tertiary institutions to enable them to provide appropriate programs to allow staff and students to thrive and succeed in employment and education.

EPHEA supports these goals by:

- providing a collegial network for sharing professional knowledge among equal opportunity practitioners and their representative bodies
- convening biennial conferences to contribute to the knowledge, research and practice of equal opportunity in higher education
- initiating and contributing to discussion of equal opportunity and affirmative action issues in national and international forums
- making policy recommendations to decision-making bodies including government and higher education sectors
- developing links with organisations that have similar professional aims

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The strategic objectives and activities included below were collated from feedback provided by Equity Practitioners at the 2015 EPHEA Conference '*Collaborate, Create, Celebrate: Positioning Equity for the Future*'.



Strategic Objectives	Activities	Progress (as at October 2017)
<p><b>Strategic Objective 1:</b> Reputation and profile – build and consolidate EPHEA’s reputation and profile in the Higher Education sector as Australasia’s leading professional organization of equity practitioners in tertiary education for both staff and students.</p>		
<p><b>Continue to liaise with relevant government and non-government organizations to provide practitioner perspectives to policy makers</b></p>	<p>a. Profile the range of people, programs and activity EPHEA is involved with</p> <p>b. Make submissions on policy issues which impact staff or students in the Higher Education sector</p>	<p>EPHEA utilises the <a href="#">EPHEA email listserv</a> and <a href="#">newsletter</a> to highlight best practice. EPHEA encourages members to highlight student equity activity through the NCSEHE. Executive to continue to liaise member universities in Australia and New Zealand not already in membership. 78% of Australian Universities (30) are financial members of EPHEA; and 44% (4) NZ are financial members and there are two additional member organisations - NCSEHE and Council of Postgraduate Associations. Communication strategy to be put together including new website with greater functionality for members. (Strategy for new website on hold).</p> <p>EPHEA makes regular submissions as necessary including:</p> <ul style="list-style-type: none"> <li>• <a href="#">response</a> to the Government’s <i>Driving Innovation, Fairness and Excellence in Australian Higher Education options paper</i> (July 2016);</li> <li>• public <a href="#">submission</a> to the Department of Education HEPPP Review by ACIL Allen Consulting (August 2016);</li> <li>• <a href="#">submission</a> to Department of Education and Training regarding the Higher Education Disability Support Program (November 2016).</li> <li>• Submission to the Senate Education and Employment Committee on Higher Education Support Legislation Amendment Bill 2017 with two position statements (8 June) which included:             <ul style="list-style-type: none"> <li>○ EPHEA Position Statement on Budget 2017</li> <li>○ NZ Position Statement regarding retaining CSP for NZ citizens</li> </ul> </li> <li>• Feedback to the Department of Education and Training regarding the draft ‘Possible key elements of HEPPP Guidelines’ (June 2017)</li> <li>• Recommendations for the Rural and Regional Enterprise Scholarships (June 2017)</li> <li>• Feedback on draft implementation plan for improving higher education admissions transparency – (May 2017)</li> <li>• Submission to Higher Education Standards Panel on the ‘Improving retention, completion and success in higher education’ (July 2017)</li> <li>• Submission to the <a href="#">Independent Review into Regional, Rural and Remote Education</a> (August 2017)</li> <li>• Submission to all 76 senators with a copy of our concerns for higher education reforms and additional cross-bencher advocacy (October).</li> </ul>



<p>c. Collaborate with partners on issues relevant to EPHEA members</p> <p>d. Collaborate on research and practice which contributes to positive outcomes for staff and students from equity groups and their participation in the Higher Education sector</p>		<p>EPHEA collaborates with a range of stakeholders including the NCSEHE where we have members on the <a href="#">NCSEHE Advisory Board</a> and <a href="#">NCSEHE Advisory Committee</a> and works in partnership with NCSEHE Fellows. We liaise regularly with the Department of Education and Universities Australia. EPHEA Chapters facilitate local partnerships in Australia and New Zealand and continue to support chapters with local funding. Continued development of a community of practice on gender equity and continuing to liaise with Universities Australia to produce inter-institutional statistics for women are key areas of concern. Support for NZ Chapter for emerging issues is also a key focus.</p> <p>In 2016 EPHEA was on reference groups for <i>NPP Social Marketing Strategy for LSES Communities</i> led by QUT and NCSEHE Equity Fellow Dr Nadine Zacharias' <a href="#">HEPPP Research Project</a>. EPHEA was also on reference group for the University of Newcastle <a href="#">NPP Critical Interventions II</a> research project. In 2017 EPHEA continues to collaborate with NCSEHE research fellows.</p>
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### Strategic Objective 2: Supporting members: providing a collegial network for sharing knowledge, research and practice

<p><b>Provide a range of avenues for members to share knowledge, research and practice</b></p>	<p>a. Provision of media to facilitate sharing of knowledge, practice and research in staff and student equity. This includes regular updates to members via a dedicated website, a regular newsletter, and EPHEA email listserv which provides a forum for sharing best practice.</p> <p>b. Convene a biennial conference to contribute to the knowledge, research and practice of equal opportunity in higher education</p> <p>c. Support state-based and NZ chapters to develop best practice, knowledge-sharing and collegiality that aligns with local issues</p>	<p>The Executive Committee communicates regularly through our regular <a href="#">newsletter</a> and encourages collegial exchange through EPHEA's <a href="#">email listserv</a> which provides a forum for sharing best practice. EPHEA will continue to survey the needs of members through continuation of a pre-conference survey to monitor membership and determine members' needs.</p> <p>EPHEA will host the biennial conference in 2017 to support the professional development of members. The conference marks EPHEA's 30<sup>th</sup> year and will include outcomes from the NCSEHE fellowship program, key note speakers across a range of themes, and professional development and networking opportunities. Any conference profits are re-invested into future conferences and other professional development opportunities. An AGM is also held yearly to keep members updated.</p> <p>EPHEA supports state-based chapters and a NZ-based chapter as a way for equity practitioners to address local needs and issues. <a href="#">Grants</a> of up to \$1500 per year are available to facilitate activity. In 2016, WA, Queensland and NZ received grants and Victoria was also highly engaged in activity. Outcomes are reported via the Newsletter. The first New Zealand Chapter EPHEA symposium was held in July 2016,</p>
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		organised by a working group from the University of Auckland and the Auckland University of Technology. Eighty-five participants registered from eight NZ tertiary institutions. In 2017 seven of the nine EPHEA chapters have convenors.
	d. Develop an annual or biennial journal which highlights best practice and promotes a range of national and international programs across a range of staff and student equity areas	Conference proceedings to be published in 2017/2018 to highlight best practice. Consideration of submissions to relevant research journals where the focus of the role of a practitioner as key to be explored.
	e. Explore potential opportunities for professional development and recognition for equity practitioners	EPHEA is exploring formal recognition through online programs covering 'equity fundamentals' and /or options such as certification/ credentialing of practitioners and identification of core competencies. Leadership programs are also an area of investigation. EPHEA recognises the range of experiences and qualifications practitioners have at all levels from sub-bachelor through to post-graduate. Practitioners are encouraged to explore existing offerings across Higher Education institutions. Members to consider what their own institutions offer that might be relevant.
	f. Explore existing or emerging issues across both staff and student equity domains through shared practice and research	Participation in activities described Objective 1, hosting a biennial, conference as outlined in 2b, and regular involvement with activity as described in 3a and 4a and 4b is progressing this objective.
<p><b>Strategic Objective 3: Influencing and informing policy: initiating and contributing to discussion and making policy recommendations of equal opportunity and affirmative action issues in higher education to governments and higher education sector agencies</b></p>		
<p><b>Contribute to the public discussion on staff and student equity issues to inform government policy and guide higher education institutions to best practice for equity groups in education and employment</b></p>	a. Engage policy makers in discussion on higher education policy and practice	EPHEA engages regularly with the Department of Education, Universities Australia, the NCSEHE, WGEA, and other relevant bodies to make recommendations on policy. EPHEA makes regular submissions as outlined in Objective 1b. Regular discussions were had with the Department of Education and Training including key meetings in in May and September 2017 to discuss HEPPP and other issues. The NZ Chapter has been mobilising to form a range of connections to also have influence on education policy and practice.
	b. Collaborate on appropriate research and practice-based activities which enhance our knowledge of the needs of equity groups in higher education	EPHEA has been included in a number of research activities which we believe have great benefit to members and good practice as outlined in 1d and 3a. A Community of Practice has been created to discuss a gender equality (with a staff focus) and EPHEA is on the ADCET Advisory Committee. Following on from the special interest group on refugee transitions held at the 2015 EPHEA Conference, EPHEA was instrumental in the establishment of a national Refugee Education SIG hosted by the Refugee Council in June 2016 and is supporting the SIG at the 2017 conference



**Strategic Objective 4:** Strengthening partnerships: create national and international linkages, partnerships and collaborations to support EPHEA’s strategic goals

<p><b>Strengthen relationships with key government and non-government organisations to position EPHEA as the peak body for equity, diversity and social justice in higher education.</b></p>	<p>a. Work closely with the Australian Department of Education, Universities Australia and others to ensure that practitioner perspectives are part of policy making and funding decision-making</p>	<p>EPHEA engages with the Department of Education and Universities Australia as appropriate. EPHEA participated in a Student Equity Workshop in August 2016 and supported NCSEHE Research Fellows. EPHEA attended the UA Equity Forum in August 2016, and attended the <a href="#">NCSEHE Facilitating an Innovative Future Through Equity Forum</a> in November. The first NZ Chapter EPHEA symposium was held in July 2016 to discuss a range of staff/student equity topics. Representatives of EPHEA attended the Department of Education Information Session on the HEPPP Reforms (24 May 2017) and provided written submission feedback following the forum. EPHEA has developed partnerships with Universities Australia, NCSEHE, SAGE and ADCET to collaborate on relevant activities to influence public policy.</p>
	<p>b. Make connections with like-minded organisations to contribute practitioner perspectives to national conversations on relevant equity issues for staff and students with the Higher Education sector</p>	<p>In Australia EPHEA has strong connections with NCSEHE, ADCET, ATEND, WGEA, SAGE Athena Swan, Refugee Council of Australia, Pride in Diversity and other groups as appropriate. EPHEA’s NZ Chapter is focusing on growing and supporting its membership, sharing strategies and resources and developing an identity by which it can strengthen partnerships and inform NZ higher education policy on equal opportunity and affirmative action issues.</p>

## Our mission

EPHEA (Equity Practitioners in Higher Education Australasia) is the professional incorporated association for equity practitioners who work in tertiary education throughout Australia, New Zealand and the Pacific region.

Equity practitioners play an essential role in tertiary education to develop and implement student and/or staff affirmative action programs, manage organisational responsibilities under anti-discrimination legislation, promote cultural change within institutions, and foster an environment which values and respects diversity.

EPHEA aims to strengthen and support the work of equity practitioners within tertiary institutions to enable them to provide appropriate programs to allow staff and students to thrive and succeed in employment and education.

EPHEA supports these goals by:

- providing a collegial network for sharing professional knowledge among equal opportunity practitioners and their representative bodies
- convening biennial conferences to contribute to the knowledge, research and practice of equal opportunity in higher education
- initiating and contributing to discussion of equal opportunity and affirmative action issues in national and international forums
- making policy recommendations to decision-making bodies including government and higher education sectors
- developing links with organisations that have similar professional aims

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Objectives	Activities and progress
<p><b>Strategic Objective 1:</b> Strengthen partnerships building national and international linkages, partnerships and collaborations to support EPHEA’s strategic goals and to establish EPHEA as a leading influence in the staff and student equity space within the Higher Education sector.</p>	
<p>a. Make connections with government and non-government organisations to contribute practitioner perspectives to national conversations on relevant equity issues for staff and students with the Higher Education sector Collaborate with partners on issues relevant to EPHEA members</p>	<p>EPHEA collaborates with a range of stakeholders including the NCSEHE where we have members on the <a href="#">NCSEHE Advisory Board</a> and <a href="#">NCSEHE Advisory Committee</a> and works in partnership with NCSEHE Fellows.</p> <p>EPHEA <a href="#">Chapters</a> facilitate local partnerships in Australia and New Zealand and continue to support chapters with local funding. Continued development of a community of practice on gender equity and continuing to liaise with Universities Australia to produce inter-institutional statistics for women are key areas of concern. Support for NZ Chapter for emerging issues is also a key focus.</p>
<p>b. Collaborate on research and practice which contributes to positive outcomes for staff and students from equity groups and their participation in the Higher Education sector.</p>	<p>EPHEA collaborates on a range of NPP and NCSEHE research activities to provide practitioner perspectives and to promote practice-based research which enhances the work being undertaken by practitioners.</p>
<p>c. Work closely with the Australian Department of Education, Universities Australia and others to ensure that practitioner perspectives are part of policy making and funding decision-making</p>	<p>EPHEA engages regularly with the Department of Education and Universities Australia as appropriate. EPHEA has developed partnerships with Universities Australia, NCSEHE, SAGE and ADCET to collaborate on relevant activities to influence public policy.</p> <p>EPHEA’s NZ Chapter is focusing on growing and supporting its membership, sharing strategies and resources and developing an identity by which it can strengthen partnerships and inform NZ higher education policy on equal opportunity and affirmative action issues.</p>

**Strategic Objective 2:** Influencing and informing policy: initiating and contributing to public discussion and making policy recommendations of equal opportunity and affirmative action issues in higher education to governments and higher education sector agencies.

<p>a. Engage policy makers in discussion on higher education policy and practice.</p>	<p>EPHEA engages regularly with the Department of Education, Universities Australia, the NCSEHE, WGEA, and other relevant bodies to make recommendations on policy. EPHEA makes regular <a href="#">submissions</a> and recommendations on policy and best practice drawing on key research and practitioner experience. We will continue to work regularly with relevant organisations. The NZ Chapter has been mobilising to form a range of connections to also have influence on education policy and practice.</p>
<p>b. Collaborate on appropriate research and practice-based activities which enhance our knowledge of the needs of equity groups in higher education.</p>	<p>EPHEA has been included in a number of research activities which we believe have great benefit to members and good practice. Encouraging communities of practice to support gender equality (with a staff focus) and national Refugee Education group are key areas of work. EPHEA is on the <a href="#">ADCET Advisory Committee</a>.</p>

**Strategic Objective 3:** Supporting members by providing a collegial network for sharing knowledge, research and practice.

<p>a. Provision of communications channels to facilitate sharing of knowledge, practice and research in staff and student equity.</p>	<p>The Executive Committee communicates regularly through the website, our regular <a href="#">newsletter</a> and encourages collegial exchange through EPHEA's <a href="#">email listserv</a> which provides a forum for sharing best practice. EPHEA will continue to survey the needs of members through continuation of a pre-conference survey to monitor membership and determine members' needs. Communication strategy to be put together including new website with greater functionality for members.</p>
<p>b. Convene a biennial conference to contribute to the knowledge, research and practice of equal opportunity in higher education. Develop an annual or biennial journal which highlights best practice and promotes a range of national and international programs across a range of staff and student equity areas.</p>	<p>EPHEA will host the biennial conference in 2017 to support the professional development of members. Any conference profits are re-invested into future conferences and other professional development opportunities. An AGM is also held yearly to keep members updated.</p> <p>Key conference proceedings to be published in 2017/2018 to highlight best practice. Consideration of submissions to relevant research journals where the focus of the role of a practitioner as key to be explored.</p>
<p>c. Support state-based and NZ chapters to develop best practice, knowledge-sharing and collegiality that aligns with local issues.</p>	<p>EPHEA supports state-based chapters and a NZ-based chapter as a way for equity practitioners to address local needs and issues. <a href="#">Grants</a> of up to \$1500 per year are available to facilitate activity.</p>
<p>d. Explore potential opportunities for professional development and recognition for equity practitioners.</p>	<p>EPHEA is exploring formal recognition through online programs covering 'equity fundamentals' and /or options such as certification/ credentialing of practitioners and identification of core competencies. Leadership programs are also an area of investigation. EPHEA recognises the range of experiences and qualifications practitioners have at all levels from sub-bachelor through to post-graduate. Practitioners are encouraged to explore existing offerings across Higher Education institutions. Members to consider what their own institutions offer that might be relevant.</p>