

2020 AGM Agenda

Friday 27 November 2020

12.00-pm – 1.00pm Melbourne time

Zoom Meeting

1. AGM Welcome

1. Acknowledgement of country and of Elders
2. Register of attendees
3. Noting of Apologies

2. 2019 EPHEA AGM Minutes

1. Acceptance of Minutes

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
5. Chapters Reports
 - 4.5.1 EPHEA AGM 2020 - NSW ACT Chapter Report
 - 4.5.2 EPHEA AGM 2020 - QLD Chapter Report
 - 4.5.3 EPHEA AGM 2020 - SA Chapter Report
 - 4.5.4 EPHEA AGM 2020 - TAS Chapter Report
 - 4.5.5 EPHEA AGM 2020 - WA Chapter Report
 - 4.5.6 EPHEA AGM 2020 - VIC Chapter Report
 - 4.5.7 EPHEA AGM 2020 - NZ Chapter Report

5. Election of Office Bearers and Ordinary Members, EPHEA Executive 2020

1. The Committee has the following resignations

Role	Resignation received	Institution
Public Officer	Joanna Leonard	University of Technology Sydney
Memberships Officer	Kate Flynn	Qld University of Technology
Ordinary member	Jane Anderson	University of the Sunshine Coast
Ordinary member	Susan Ainge	Qld University of Technology
Ordinary member	Maz Rahman	Qld University of Technology
Ex Officio	Gabrielle O'Brien	Qld University of Technology

2. Nominations received and election of office bearers

The following nominations have been received. Noting that no nomination has at time of writing been received for the Memberships Officer role, all other Office Bearer roles have received a single nomination, and therefore the following people will be considered elected at the AGM. The following nominations for Ordinary members will also be considered elected at the AGM.

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	Nicholas Steepe	Charles Sturt University
Memberships Officer	VACANT	
Ordinary member	Sarah Glencross	University of the Sunshine Coast
Ordinary member	Veronica Sanmarco	University of the Sunshine Coast
Ordinary member	Elicia Ford	University of Sydney
Ordinary member	Mel Henry	Curtin University
Ordinary member	Elisa McGowan	University of Western Australia
Ordinary member	Nicholas Steepe	Charles Sturt University
Ordinary member	Kate Flynn	Queensland University of Technology
Ordinary member	Astrid Gearin	University of Newcastle
Ordinary member	Victoria Drury	Southern Cross University
Ordinary member	Zoe Bristowe	University of Otago
Ordinary member	Angela Spears	University of Otago
Ordinary member	Kauia Moriarty	University of Otago
Ordinary member	Sam Feeney	University of Otago
Ordinary member	Joseph (Joe) Llewellyn	University of Otago

6. Other Business

- 6.1 Request that 'EPHEA lead an advocacy campaign that seeks to address the stratification of equity cohorts resulting from the changes to HEPPP funding following the Teahan reforms.' (See attached proposal submitted by Sally Baker, UNSW)

Attachments:

- 2019 AGM Minutes
- President's report
- Treasurer's report
- Secretary's report
- Memberships Officer's Report, including Chapters reports
- Baker submission

Close of AGM



2019 AGM Minutes

Wednesday 27 November 2019

12.10-pm – 12.40pm Wollongong time

University of Wollongong Innovation Campus

1. AGM Welcome

1. Acknowledgement of country and of Elders

On behalf of EPHEA, the President welcomed attendees. In opening the meeting, EPHEA acknowledged the Traditional Owners throughout Australia and recognises their continuing connection to land, waters and community. We pay our respects to them and their cultures; and to elders past, present and future.

The President also paid our respects to the Wadi Wadi people of Dharawal Country and acknowledged all Aboriginal and Torres Strait Islander peoples with us today.

2. Register of attendees

A list of attendees was compiled and forms an appendix to this document.

3. Apologies

The following apologies were noted.

Anthony Gartner, Swinburne

Annalise Matthews, RMIT

Joanna Leonard, UTS

Tracie Conroy, UTS

2. 2018 EPHEA AGM Minutes

The Minutes of the previous AGM were accepted.

Moved: Cathie Walsh

Seconded: Zoe Bristowe

3. Business Arising from Minutes

Business arising from the Minutes of the previous AGM will be addressed in this year's Business.

4. Reports from office bearers and state chapters

The President thanked the members of the Executive Committee for their service on the Committee. The President thanked Joy Pfeiffer for the administrative support she has provided since being engaged early in 2019.



The President spoke to highlights from the reports provided to members ahead of the AGM. Members can refer to the reports attached to these Minutes.

In addition, members also noted the Lifetime Memberships awarded at the EPHEA Conference Dinner 2019:

Heather Cameron
Judy Hartley
Sarah O'Shea
Amanda Willis

Judith Cooke
Ann Jardine
Cathie Walsh
Kate Wilson

Danelle Dobinson
Gabrielle O'Brien
Suzanne Wilkinson

Reports from office bearers and state chapters were accepted.

Moved: Penelope Pitcairn

Seconded: Elisa McGowan

5. Election of Office Bearers and Ordinary Members, EPHEA Executive 2019

1. The Committee has the following resignations:

Role	Resignation received	Institution
President	Gabrielle O'Brien	Queensland University of Technology
Vice President	Cathie Walsh	University of Auckland
Memberships Officer	Louise Pollard	University of Notre Dame
Ordinary member	Kate Flynn	Queensland University of Technology
Ordinary member	Priya Viswanathan	University of Technology Sydney

2. Nominations received and election of office bearers

The following nominations have been received. The President thanked all those nominating to support the Association in this way. With all Office Bearer roles having received nominations, and only one nomination, no additional nominations are required, and the following people will be considered elected.

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	Joanna Leonard	University of Technology Sydney
Memberships Officer	Kate Flynn	Queensland University of Technology

In addition, the following nominations have been received for Ordinary Members of the Executive and these people are also taken as elected:

Zoe Bristowe	University of Otago
Angela Spears	NZ
Sarah Glencross	University of the Sunshine Coast



Veronica Sanmarco	University of the Sunshine Coast
Jane Anderson	University of the Sunshine Coast
Susan Ainge	Queensland University of Technology
Elicia Ford	University of Sydney
Elisa McGowan	University of Western Australia
Tania Wheeler	University of South Australia
Mel Henry	Curtin University
Nicholas Steepe	Charles Sturt University

6. Other Business

No other business had been proposed by members ahead of the AGM. In response to a question from the President about priorities for 2020 for EPHEA, members suggested and discussed the following:

- Need to continue to support the NZ practitioner community to develop the network and practice
- Need to strengthen staff equity within EPHEA but also for EPHEA to reach out to other organisations or bodies for collaboration, such as continuing the contact with Universities Australia and the Athena SWAN project to improve women's representation in STEM disciplines and careers; pass on this feedback to the next conference organisers to ensure coverage of staff equity issues in keynotes
- An opportunity to support the national campaign from the Refugee Special Interest Group to change the Higher Education Support Act so that people seeking asylum are not treated as international students who have to pay full international fees. EPHEA has supported the Special Interest Group in their advocacy and would like to continue this.
- How do we strengthen our collective voice to be heard for all our equity cohorts –to recognise multiple voices in the debate and multiple equity groups?
- interested to see how lifetime members and associate members can contribute their expertise, such as through an expert advisory group, mentoring, and writing submissions.

The President thanked members for their contributions and this feedback will guide the agenda of the incoming Executive Committee.

7. Thanks to outgoing President

On behalf of the Executive Committee and members of EPHEA, the Secretary gave a warm vote of thanks to Gabrielle O'Brien for her outstanding leadership as President over the last five years.

Close of AGM

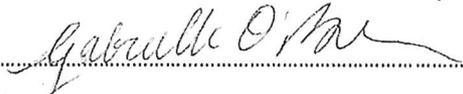
Attachments:

1. 2018 AGM Minutes
2. President's report
3. Treasurer's report
4. Secretary's report
5. Memberships Officer's Report, including Chapters reports



EQUITY PRACTITIONERS
IN HIGHER EDUCATION
AUSTRALASIA

These unconfirmed Minutes are a true and accurate record

 4/12/19

Gabrielle O'Brien, President

Date

 5/12/19

Lara Rafferty, Secretary

Date



AGM 2020 | Chair's report

Kylie Austin, President, EPHEA

2020 has been a year like no other. The COVID-19 pandemic, which resulted in a sector wide shift to remote learning and significant financial impacts on individual higher education institutions combined with the introduction of the Federal Government's Job Ready Package in the Australian context, is fundamentally changing the fabric of the higher education landscape.

Over the last twelve months, events in Australia and New Zealand have further demonstrated how vulnerable students and staff from underrepresented groups in higher education are. School students, particularly those from underrepresented backgrounds are finding it increasingly challenging to imagine their post-school future; access to technology, casual or part-time employment and an uncertain graduate employment market has made it increasingly difficult for students to progress in their higher education studies and significant restructuring of higher education institutions has marginalised specific cohorts of staff.

In 2020, there has been an increased need within our own higher education institutions to advocate on behalf of student and staff equity groups, develop new programs and initiatives to address the inequalities that have been exacerbated by COVID-19. Above and beyond this, the EPHEA Executive team have volunteered their time to continue to be a voice for equity practitioners across the sector, contributing to numerous submissions to the Federal Government, recognising the role of all equity practitioners across the sector as part of World Access to Higher Education Day and continuing to provide professional development opportunities to members. 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
- **Kate Flynn, Memberships Officer**, Queensland University of Technology, QLD
- **Joanna Leonard, Public Officer**, University of Technology Sydney, NSW
- **Gabrielle O'Brien, Ex-Officio**, Queensland University of Technology, QLD
- **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
- **Veronica Sanmarco, Ordinary member**, The University of the Sunshine Coast, QLD
- **Jane Anderson, Ordinary member**, The University of the Sunshine Coast, QLD
- **Susan Ainge, Ordinary member**, Queensland University of Technology, QLD
- **Elicia Ford, Ordinary member**, University of Sydney, NSW
- **Mel Henry, Ordinary member**, Curtin University, WA
- **Elisa McGowan, Ordinary member**, University of Western Australia, WA
- **Nicholas Steepe, Ordinary member**, Charles Sturt University, UNSW
- **Maz Rahman, Ordinary member**, Murdoch University, WA

Thanks also to **Katherine Munyard** our new EPHEA Communications Coordinator, who is transforming EPHEA's communication platforms.

THE YEAR IN REVIEW

In 2020, the EPHEA Executive reviewed EPHEA's key priorities for 2020, under the objectives outlined below as they contributed to [EPHEA's Strategic Plan for 2018-2020](#).

Strategic Objective 1: As advocates and influencers EPHEA will develop and strengthen partnerships building national and international linkages cementing our position as a leading influence in the staff and student equity space within the Higher Education sector within Australasia.

The EPHEA Executive has achieved the following against this objective in 2020:

- Four submissions made to the **Federal Government's Minister Tehan and Department of Education, Skills and Employment** highlighting the impact of national higher education policy changes on underrepresented students in higher education.
- Working with the **Australian Tertiary Education Network (ATEND)** and the **National Association of Enabling Educators Australasia (NAEEA)** on supporting submissions to the Federal Government's Job Ready Graduate Package.
- EPHEA Representation on the **Australian Disability Clearinghouse on Education and Training (ADCET) Advisory Committee** (Elicia Ford).
- EPHEA representation on the **National Centre for Student Equity in Higher Education Advisory Board** (Lara Rafferty).
- Endorsement of **University Australia's** 'Higher Education Senior Equity Practitioners Advisory Group' Joint Statement on Gender Equity.
- Regular discussions with the **Department of Education, Skills and Employment** Equity branch about the Roadmap for Student Equity and changes to the Other Grant Guidelines.
- Working with various **National Priorities Pool** grant holders on projects to facilitate equity practitioner perspectives.
 - Expert Panel representation on the National Centre for Student Equity in Higher Education (NCSEHE)'s 2019/2020 Grant for 'Higher Education Careers Advice for Students from Low Socioeconomic Backgrounds' (Gabrielle O'Brien).
 - Expert Panel representation on the Federal Government's National Priority Pool 'The Effects of Cumulative Disadvantage' (Gabrielle O'Brien and Lara Rafferty).
- **EPHEA Chapters** mobilised to lead state based conversations to enable support networks to be established amongst equity practitioners in relation to COVID-19 and the shift to remote learning.

Strategic Objective 2: Strengthen, support and build capacity amongst equity practitioners to empower their work by providing a collegial network for sharing knowledge, research and practice.

The EPHEA Executive has achieved the following against this objective in 2020:

- Development and implementation of EPHEA's Communications Strategy, which included:
 - Appointment of EPHEA's Communications Coordinator, Katherine Munyard;
 - Development of a Communications Strategy for EPHEA in 2020;
 - Re-commencement of EPHEA Newsletter and increased social media presence;
 - New EPHEA website to be launched in 2021.
- EPHEA provided bursaries for **two** EPHEA members who wished to engage in the **University of Newcastle Writing Program to be featured in future issues of [International Studies in Widening Participation](#)** in mid-2021 (this has been postponed for 2020 due to COVID-19).
- We continued to provide up to \$3000 in **Chapter funding** for any chapters who want support for local activities – Queensland, New South Wales, Australian Capital Territory, Western Australia, Tasmania, Victoria.

- EPHEA co-hosted **World Access to Higher Education Day (WAHED)** with NCSEHE on Tuesday 17th November, 2020, recognising the role equity practitioners have played across the sector in 2020.
- EPHEA presented an **'Implementing All-Gender Facilities in HE Institutions'** Workshop on Monday 31st August, 2020, led by Nicholas Steepe and Katherine Munyard.
- 2021 EPHEA Conference Committee has been formed, with Sonal Singh representing the EPHEA Executive.
- EPHEA has agreed to support the Regional, Rural and Remote Education Conference in 2021.

In addition to this, the team has also:

- undertaken a digital annual Planning Day at the beginning of 2020;
- 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 managing things like the website, inquiries and record-keeping.

LOOKING FORWARD TO 2021

As we look forward to 2021, the following activities will be a key priority for EPHEA:

- Review and refresh EPHEA's Strategic Plan for 2021 and beyond;
- Looking for innovative ways to support and provide professional development opportunities for EPHEA members in a higher education environment that will still be feeling the impact of COVID-19;
- Continuing to strengthen the relationship between EPHEA and the Department of Education, Skills and Employment, as well as other key equity organisations.
- Launching EPHEA's new website and streamlining member engagement and access.

I'd like to personally thank the EPHEA Executive for their commitment in 2020. In a year that has been all consuming by challenges that have been presented within our own higher education institutions, 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 2021 and continuing to represent the broader EPHEA membership.

Kylie Austin
November 2020

Treasurer Report

EPHEA ANNUAL GENERAL MEETING 2020

For additional information contact: Sonal Singh Tel: 02-9514 1134 Email sonal.singh@uts.edu.au

A. Account Summary as at 30th June 2020

Account name	Balance
# 082344134190524	\$69,896.38
Savings Account #5747 (84-647-5747)	\$5,434.55
Term Deposit #9963 (74-329-9963) 6 month @ 2.05% matures 8 Apr 2020	\$16,973.27
Term Deposit #2538 (28-848-2538) 12 months @ 2.00% matures 5 June 2020	\$21,805.12
Term Deposit #3580 (28-854-3580) 12 months @ 2.00% matures 5 June 2020	\$11,109.07
TOTAL BALANCE AT 30.06.2020	\$125,218.39

B. Income and Expenditure # 082344134190524 (01.07.2019 – 30.06.2020)

	Expenditure	Income
Opening Balance as at 01.07.2019		\$10,901.52
Transfer From Savings Account		\$10,000.00
Membership Fees		\$12,073.30
2019 Return of EPHEA Conference Seed Funding		\$56,625.82
Chapter Funding	-\$8710.79	
Insurance	-\$1522.02	
Web Development	-\$600.00	
EPHEA Planning Day Reimbursement	-\$181.69	
Books for Lifetime Members	-\$142.50	
Micro-credential Planning Day Reimbursement	-\$294.81	
EPHEA 2019 Conference Plagues	-\$100.00	
PD Grant to Members	-\$7,662.80	
Website Subscription Fees	-\$489.65	
Closing Balance as at 30.06.2020		\$69,896.38

Secretary's Report

EPHEA Annual General Meeting | Friday 27 November 2020

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. In addition to my role as Secretary I also undertook the role of EPHEA representative on the Advisory Board for the National Centre for Student Equity in Higher Education. While representing practitioner perspectives to inform the work of the Centre, it was a great pleasure and privilege to work with the Director and the outstanding members of the NCSEHE Advisory Board.

EPHEA Executive Committee memberships and roles

Kylie Austin has done outstanding work taking up the role of President this year, with excellent support from Sonal Singh continuing as Treasurer. Tracie Conroy commenced as Vice-President (with a staff equity focus). Kate Flynn managed our Association memberships as Memberships Officer, and Joanna Leonard managed the Association's reporting and other obligations prescribed in the role of Public Officer. In addition, Zoë Bristowe and Ange Spears were the New Zealand representatives. Sarah Glencross, Veronica Sanmarco, Jane Anderson, Susan Ainge, Elicia Ford, Mel Henry, Elisa McGowan, Nicholas Steepe, and Maz Rahman were Ordinary Members of the EPHEA Executive Committee, with the work of the Committee being strengthened by these additional practitioner voices and their advocacy, and ex-President Gabrielle O'Brien continued to support the Committee ex-officio.

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 teleconferencing hosted by RMIT. 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 2021

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. I would also like to particularly note my appreciation for the role Katherine Munyard has taken up this year in supporting the Committee- it has been invaluable! 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. We have been particularly well served to have Kylie Austin as President over this last year, and the developing relationships with new Assistant Secretary Rajan Martin and the Australian federal government Department of Education, Skills and Employment are a real strength as the government's policy and funding landscape continues to evolve.

Lara Rafferty, EPHEA, Secretary

Memberships Officer's Report

For additional information contact Kate Flynn k.flynn@qut.edu.au

Members

All institutions with current membership were contacted in early 2020 and requested to update their membership lists. This year considerable time and effort has gone into ensuring the membership master list is up-to-date, and work is underway to develop clear processes to ensure there is a single source-of-truth in WiX (the CMS linked to the website), and this is translated to an updated subscribers' list in EPHEA's listserv; where members receive all EPHEA updates, news, events etc.

The majority of EPHEA members are on institutional memberships. Currently, we have **650** formally registered members.

Moving forward, it is recommended that the process for membership be clarified and streamlined:

- so it is clear to individuals if their university has current institutional membership they can join under (who the key contact is), and if not,
- how to establish if there are five or more colleagues so their university can join as institutional members, and if not,
- how they can join as an individual member.

It is also recommended that all correspondence – including membership invoicing and confirmation of institutional and individual member payments – be sent via EPHEA inbox, for efficient record-keeping and transparency.

Further, the impact of COVID is being felt across the national university landscape. With this in mind, and with EPHEA's commitment to equity practitioners, it is recommended that the EPHEA Executive consider free, 12 month individual membership for any staff who lose their role in the current restructures to allow access to the EPHEA listserv where job/research opportunities are shared.

Current list of financial institutional members for 2020

Australia

Australian Catholic University

Australian National University

Central Queensland University

Charles Darwin University

Charles Sturt University

Curtin University

Deakin 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 Adelaide
University of Canberra
University of Canterbury
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

I would like to extend my thanks and appreciation for everyone's support over the past year.
Best wishes to the incoming Memberships Officer.

AGM 2020 | Chapter Reports

NSW/ACT EPHEA Chapter Report 2020

NSW Chapter Convenor: Nicola Cull

ACT Chapter Convenor: Laurie Poretti

2020 has been a particularly challenging year everyone, including the NSW and ACT EPHEA Chapters. We have maintained our strong partnership which has enabled us to take advantage of opportunities for increased networking, professional learning and sharing of best practice via online platforms.

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:

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

2020 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 2021	A number of NSW/ACT University representatives have been sitting on the EPHEA 2021 Conference Organising Committee throughout 2020.
March, 2020	NSW/ACT EPHEA State Meetings	During these meetings the group discussed key issues impacting staff and students in the COVID 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. The group also identified a State/Territory Wide Professional Development initiative for 2020. The professional development program consisted of four webinars to: <ul style="list-style-type: none"> i) Increase the confidence of practitioners to advocate on behalf of both students and staff ii) Improve the ability of practitioners to effectively communicate and influence favourable outcomes across a range of

		<p>situations including; verbal conversations, formal meetings, and presentations.</p> <p>The professional development also provided access (to December 31) to Australis College iTRAIN Content + Support.</p> <p>Number of Participants and Recording Views for Webinars 2 – 4</p> <p>Total Participants = 62</p> <p>Total Views of Recordings = 58</p> <p>Total Participants and Views of Recordings = 120</p> <p>Webinar 5: TBC (November)</p>
April, 2020	NSW/ACT Widening Participation (WP) Managers Networking Meeting	<p>WP Managers from NSW and ACT Universities came together to discuss:</p> <p>i) WP programs: how are responding to the new needs arising for LSES schools and students (due to COVID-19)? Immediate and future needs?</p> <p>ii) How can we develop a coordinated approach to collaboration moving forward</p>
May, 2020 June, 2020	NSW/ACT EPHEA State Catch Up's	<p>Due to the challenging impact of COVID-19 NSW/ACT EPHEA State Chapter Coffee Catch Ups were organised. These were concerned with the well being of staff and on sharing ideas on how to respond to working in the COVID-19 environment.</p>
August, 2020	EPHEA Professional Learning	<p>Webinar 1 explored communicating with impact and influence for favourable outcomes</p>
September, 2020	EPHEA Professional Learning	<p>Webinar 2: Communicating with impact and influence for favourable outcomes</p> <p>Research and preparation</p> <p>Presenting across the table (1-3 people)</p> <p>Presenting online</p> <p>Participant Q&A</p> <p>29 Participants + 27 Views of Recording = 56</p>
October, 2020	EPHEA Professional Learning	<p>Webinar 3 -</p>

		<ol style="list-style-type: none"> 1. Presenting to a committee/group (formal presentation) 2. Body language and voice 3. Fielding questions confidently and clearly 4. Participant Q&A <p>14 Participants + 15 Views of Recording = 29</p>
October, 2020	EPHEA Professional Learning	<p>Webinar 4: Advocacy</p> <ol style="list-style-type: none"> 1. What is advocacy? The aims, approaches and types of advocacy. 2. The process of effective advocacy including; <ol style="list-style-type: none"> a. effective communication and consultation b. negotiation and conflict resolution strategies c. awareness of self (taking into account own morals, values, ethical beliefs around social justice, equity and inclusion of underrepresented individuals or groups) 3. How to positively influence, maintain and drive change effectively within an advocate role. 4. Creating a plan of action, reviewing outcomes and processes. <p>21 Participants + 26 Views of Recording = 47</p>
November, 2020	NSW/ACT EPHEA State Meetings	Agenda TBC
November, 2020	EPHEA Professional Learning	<p>Webinar 5: Advocacy</p> <p>Overview: TBC</p>



AGM 2020 | Chapter Reports

QLD EPHEA Chapter Report 2020

Chapter Convenor: Tina Donaghy

QLD chapter unfortunately has not met this year. We arranged a couple of events that had to be cancelled due to COVID. We are going to arrange an end of year party.



AGM 2020 | Chapter Reports

SA EPHEA Chapter Report 2020

Chapter Convenor: Lisa O'Neill

South Australian institutions are particularly linked through their membership of SAGE Athena SWAN, and have made extra efforts to connect with each other once COVID-19 restrictions came into place. We have connected virtually on at least a monthly basis to discuss the impacts of restrictions as well as our activities in relation to support for women in STEMM. Other discussions have focused around intersectionality, flexible working and other key priority areas for action among institutions. We may also connect in smaller groups to work on a specific issue, as is the case around developing guidelines to support staff or students transitioning. Staff working on issues specific to staff equal opportunity have also met. On the whole, as equity practitioners have become familiar and IT-enabled with technology such as Zoom and Teams, the group has met much more regularly in this remote fashion, even as restrictions in South Australia have eased.

AGM 2020 | Chapter Reports

EPHEA Tasmanian Chapter

The EPHEA state chapter has been working in partnership with the Social Inclusion Community of Practice & [Equity Committee](#) to promote equity across the University.

This year through state chapter funding, we were able to:

- Provide two awards that recognise and celebrates inclusive practice. The successful recipients will be announced on the 1 December at the universities Teaching Matters conference. *(see below image taken from the UTAS staff page promoting the awards)
- Send two Communication and marketing staff to Vision Australia online training course <https://www.visionaustralia.org/services/digital-access/training/online-courses>
- Reviewed and update the inclusive toolkit for UTAS staff: enhancing the teaching and learning experience for students with disability

An online presentation in May was held in partnership with Social Inclusion CoP. Presented by Wendy Green, PhD is a senior lecturer (adjunct) in the School of Education, University of Tasmania. Wendy participated in the 4th International Conference on Diversity and Inclusion, hosted by Symbiosis International University and the Association of Indian Universities, in Pune, India. Wendy showcased many of the presentations, which surprised and inspired her and invited discussion about the implications for our practice at the University.

The University has developed an Inclusion calendar and is doing more planning on ensuring significant days are recognised. The EPHEA Chapter is supporting many of these events.

Days included

- National Sorry Day 26 May
- National reconciliation Week 27 May-3 June
- NAIDOC Week 7-14 July
- National Aboriginal and Torres Strait Islander Day 4 August
- RU OK Day 10 September <https://www.utas.edu.au/safety-and-wellbeing/health-wellbeing/beyond-ruok>
- International Day of Elimination of Violence Against Women 25 November
- International Day of Persons with Disability 3 December

From 2019 state chapter funding we contracted Working with Working It Out a community-based organisation to develop content for an online introduction learning for people who wish to learn about how to support the LGBTQI+ community, and to consider registering for ongoing training to become members of the Ally Network. We have created videos from UTAS community members, and discuss language considerations, support and education networks for Ally members in the training. This will go live in 2021.

Equity and Diversity is starting to receive more recognition in the University, and I am pleased to write that the University has just advertised a new position – [Manager Workplace Diversity and Inclusion](#)

Report prepared by Darlene McLennan, NDCO and Manager of ADCET and Co-convenor of the Tasmania State Chapter.



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Nominate a colleague for our new Inclusive Practice awards

Inclusive Practice will be formally recognised and celebrated this year with two new awards.

The awards are being offered by the Tasmanian [EPHEA](#) State Chapter, in partnership with the University of Tasmania Disability Working Group.

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.

Nominations close at 5pm on 25th November 2020. [Nominate yourself or a colleague](#)

Purpose

The University of Tasmania values diversity, and the strength, resilience, and creativity that it brings to its community. These Inclusive Practice awards aim to recognise initiatives, activities and programs that bring these values to life within the University community.

These awards will be offered in two categories.

- UTAS Inclusive Practice Award for Teaching
(\$500 towards the cost of professional development or resources)
- UTAS Inclusive Practice Award for Support
(\$500 towards the cost of professional development or resources)

Criteria

[ONLINE NOMINATION FORM](#)



AGM 2020 | Chapter Reports

EPHEA Western Australia Chapter

Chapter Convenors: Sasha Peppinck and Jaz Norris

2020 started with the initial March chapter meeting impacted by the emerging Covid-19 outbreak with the host University asking to postpone due to the immediate priorities stemming from the onset of the pandemic. All WA chapter meetings and events were then postponed as staff across the sector worked to support students in current space and/or pre-access space, pivoting planned programs to online platforms amidst an increasing workload.

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 challenging to bring together colleagues who were still supporting students through the ongoing impacts of the pandemic now online and in-person.

The revised WA Chapter plan was a series of webinar PDs which would be open to all EPHEA members. Invitations were extended to Professor Kerri-Lee Krause to further expand on her keynote speech from STARS 2019 about the next generation of learners – in particular with the post-Covid impacts and how this may/may not reshape the 2038 learner as a result. Professor Vaile Dawson, and Professor Dawn Bennett were also approached and gave in-principle support for presenting on the impacts of Covid on Equity and how Equity was challenging in the tertiary space before Covid, but now more than ever as it potentially increased the gap in access for students in the Equity cohorts. Unfortunately, multiple circumstances prevented these events from progressing to delivery at the end of 2020 as planned and the WA Chapter will be asking to rollover the funding to provide these sessions in early 2021 (February-March).

Colleagues from UWA and Curtin are involved in the planning Zoom session for the upcoming state chapter session at the WAHED Conference online next week. This has been offered to WA Chapter members to attend in person at UWA or remote in online with a brief Chapter meeting and lunch afterwards. Jasmin Norris (Curtin) will be transitioning to other opportunities, so a new Co-Convenor will be sought to work with Sasha Peppinck (UWA) and provide more opportunities for the chapter in 2021.

In 2020 we had an increase in members listed on our main email list communication channel, our current membership total is 60 members.

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 2021 will deliver less challenges 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 2020 | Chapter Reports

EPHEA Victorian Chapter

Chapter Convenors: Peter O'Callaghan and Kim Reyes

In November of 2019 Kim Reyes took on the role of Vic EPHEA convenor taking over from Felicity Thyer's long service as Vic Convenor. Kim quickly commenced handover and Chapter planning/development strategies. Timing suddenly got the better of Kim and she needed to take maternity leave. I was asked to come on as co-convenor at the 2019 EPHEA conference. Of course, timing became even worse as we all know and Kim, with a new baby in the midst of the worst pandemic in 100 years, decided not to return after mat leave. So I am now Convenor of Vic EPHEA and enjoying the role immensely. Despite 2020. I'd like to thank Kim for her initial work and contagious enthusiasm for the Chapter redevelopment and her predecessor Felicity Thyer for her ready advice and assistance to me and her many years in this position.

If ever there was a year to ruminate on challenges, opportunity, changes and general weirdness, 2020 is the one. It has been trying, exciting, edifying and depressing all at once. For the country (not to mention the rest of the world) but for Victoria in particular. We weathered the initial upheaval of COVID like all states, but when our second wave hit the ensuing lockdown moved us to a new track with new hurdles. It seemed we would plan as best we could and the dismantle those planes and redesign again and again. Despite this, staff across the sector worked to support current and prospective students, staff and equity programs. The word of the year was 'pivoting' and that's what Vic practitioners did, ardently and effectively. Ultimately, we lost many of our Victorian colleagues to university "sustainability measures". This was difficult for the Chapter in particular as we lost many key members who were not only meeting regulars but great minds within the sector and their loss will be felt greatly. In particular, I'd like to mention Jane Finlay and Felicity Thyer whose input was invaluable and who had to leave the sector. Also, John McDonald whose breadth of knowledge and insights filled most of our meetings this year. John also took on meeting organiser ameliorating my Luddite fumbblings with respect to Zoom meetings and recordings.

Staff across Victoria have deftly moved programs, initiatives, networking and negotiating to online platforms amid an increasing workload. So, plans were made, changed, abandoned and yes, pivoted. We did not do all the things we intended to at the start of 2020 but despite the sad loss of some great people we have learned much from this year.

Vic EPHEA received funding which we were to spend on an online symposium on strategies for, and learnings from the COVID experience however this aspiration became illusive as circumstances changed and the need for such an event seemed increasing catered for. Many other EPHEA Chapters provided similar events. Organisations such as NCSEHE, ATEND and NEON (internationally) to name just a few provided similar and regular offerings. Accordingly, the Vic Chapter will ask to rollover the funding to provide such an event with a more retrospective bent in early 2021.

We started the year with our inaugural meeting on March 5, which was our last face to face meeting at ACU with 12 attendees (4 online) and little mention of the emerging COVID issue. Things rapidly changed and that meeting seems increasingly like simpler times. We quickly moved to online conducting weekly meetings, then fortnightly and eventually monthly. These meetings were a great support as a debrief of unfolding events as much as they were the intended cross-pollination of information, initiative and strategic planning. Below are the main issues discussed in those meetings.

I thank all members for their input in this most difficult of years, bid a heavy-hearted farewell to those we have lost this year and look forward to a productive and hopefully more boring 2021.

2020 Activity:

Timeline	Item	Details
Ongoing	Vic EPHEA Mailing List	The Vic EPHEA Chapter mailing list continues as a forum to discuss and share information about state-based issues and to promote state-wide PD and other initiatives.
March 2020	Inaugural 2020 Vic EPHEA State Meeting	<p>Guest Speaker Linda Gale Senior Industrial Officer NETU: update on the work of the Union and emerging employment issues and equity challenges facing the industry</p> <p>Terms of Reference review: Review 2020 purpose of group and point of difference from like groups and meeting frequency</p>
April 2020	Weekly Virtual Vic EPHEA State Meetings	<p>National EPHEA response to regarding HEPPP in 2020-2021, specifically: Unspent Institutional 2020 HEPPP funds be rolled over to 2021, and early notification of 2021 HEPPP funding by September 2020.</p> <p>Opportunities and challenges for unit/directorate operations with respect to WP and equity initiatives</p> <p>Submission for EPHEA Chapter funding</p> <p>University WP structures and collaboration with units/directorates university wide</p> <p>WP and equity programs: responding to the new needs arising for LSES schools and students (due to COVID-19).</p> <p>Development of digital outreach initiatives</p>
May 2020	Fortnightly Virtual Vic EPHEA State Meetings	<p>Attrition of LSES students - who's measuring /what's happening</p> <p><i>La Trobe</i> – Measuring COVID impact for indigenous students across all campuses.</p> <p><i>RMIT</i> – Extended census date. Financial hardship grant to ameliorate changes to online etc.</p> <p>Widening disadvantage and government support for uni short courses</p> <p><i>Deakin</i> – tracking students who discontinue.</p> <p><i>HEPPP</i> – Fed responses. If no return to caps off, will Feds extend access to uni through HEPPP</p> <p><i>COVID</i> – Exploration of possibilities and method of schools return and difficulties facing current (uni) students with respect to studying online. Webinars -</p>

		Study environments for (particularly disadvantaged) students.
June 2020	Monthly Virtual Vic EPHEA State Meeting	<p>Impacts of, and responses to, university revenue losses:</p> <ul style="list-style-type: none"> • Uni responses to revenue losses are disparate • Deakin: not engaging with union – will cut 400 staff roles (shedding up to 300 jobs) through restructure process • Monash: engaged with low level measures - leave + pay cuts including the executive • Uni Melb: opt out of a union plan. Looking at small pay cut 2.2 percent plus redundancies and some entitlement losses • Union negotiated approaches • Teaching/academics impacts on greater given high casual status • Research impacts <p>Distance/online delivery of WP activities NEON online summits Meeting regularity reduced to monthly</p>
August 2020	Virtual Vic EPHEA State Meeting	<p>University revenue loss impacts – programs and staff</p> <p>Asylum seekers/refugees impacts re COVID</p> <p>Guest - Lucy Forwood OurWatch – impacts of COVID 19</p> <p>Survey - Effects of COVID with respect to women and Domestic violence</p> <p>Formulation of Post COVID Symposium working party</p>
September 2020		<p>Job-ready Graduates Package draft legislation consultation – National EPHEA response</p> <p>Work effects – Uni change proposals – Union perspective. Uni wage theft. Back pay claims for casuals. Unpaid overtime and other areas for general staff</p>
October 2020		<p>Staff cut impacts for Vic EPHEA Members – futures beyond September/October</p> <p>Redevelopment of the Victorian Widening Participation Network</p>
November 2020		TBC

New Zealand Chapter Report for EPHEA AGM November 2020

University of Auckland

Some highlights from Auckland

- Staff and resources for Māori and Pacific student equity transferred from PVC Equity to Māori and Pacific PVCs
- Introduction of The University Language Plan for the Revitalisation of te Reo Māori: Te taonga nō tua whakarere, he taonga mo āpōpō, including development of a te reo and tikanga Māori digital learning app called Te Kūaha – The Doorway.
- Robust data collection for students of low SEB, Refugee background, Rainbow and those with disabilities as well as of staff with disabilities, allowing more effective communication with these groups and response to needs
- Significant increase in demand for Students with Disabilities Service, along with very high satisfaction ratings of students feeling respected, supported and empowered
- In response to the impact of covid-19 and subsequent lockdowns, increased communications, resources and support to those staff and students most affected including staff and students with disability, carers, and all equity and vulnerable groups
- Recognition of impact of covid-19 on women's researchers through collation and dissemination of information
- Continued development of resources and training to support those experiencing family and relationship violence, including increased resources and support during lockdown
- Continued development of resources and training towards mitigating unconscious bias
- Comprehensive Disability Programme transitioning to a University Disability Action Plan
- Formation of a Staff with Disabilities Network

University of Otago

The University of Otago Equity Advisory Committee is aiming to create a University-wide Equity, Diversity and Inclusion Network (EDI Network). The aim is to provide a forum for people interested in and working to uphold EDI values to get to know each other, learn from each other and find opportunities to work together. Initially, the focus is on academic units—an Equity Practitioner's network already exists for staff with equity in their job description—but the network will grow to suit the interests and aims of its membership.

The Rainbow Tick is a certification mark awarded to organisations that complete a diversity and inclusion certification process. It is a continuous improvement programme and organisations are re-assessed annually on their progress. The certification process assesses

whether a workplace understands, welcomes, and values sexual and gender diversity. The University of Otago was first awarded the Rainbow Tick in 2018 and is currently inviting staff to participate in the 2020 Rainbow Tick evaluation.

No changes will be made to the admissions regulations or processes this year for any of the programmes within Health Sciences. With the increased success of the Mirror on Society policy, and with the Mirror on Society Policy due for review in 2021, senior leadership is looking at some of the key questions that the Medical Admissions Committee were beginning to consider, as part of a broader discussion across the Division and key stakeholder groups. These discussions will require careful consideration and broad consultation, informed by the University's commitment to Te Tiriti o Waitangi and its Māori and Pacific Strategic Frameworks.

Pūtea Tautoko Student Support - The purpose of Pūtea Tautoko is to provide financial relief by way of scholarship extensions and/or grants to current students for whom COVID-19-related financial hardship creates a significant barrier to successful study at the University of Otago

New poster highlights anti-racist reading list for all:

An interdisciplinary group of Māori academics have released a poster to encourage the public to engage with "the voices and experiences of Māori to help create an anti-racist Aotearoa New Zealand".

Other equity initiatives at Otago as provided by Joe Llewellyn (University of Otago's Equity Advisor):

- Academic promotions workshop for women
- Equity observers on promotions rounds
- The rainbow brown bag lunches have been running all year
- We were meant to have events in pride week and other rainbow tick events during the year, but these were postponed due to the initial lock down and then changes in alert levels
- New rainbow webpage and media (posters, digital screens, email signatures):
<https://www.otago.ac.nz/staff/rainbow/index.html>

Ange Spears 12/11/2020



AGM 2020 | Submissions

Sally Baker, Refugee Education Special Interest Group/ UNSW

PURPOSE

To request EPHEA lead an advocacy campaign that seeks to address the stratification of equity cohorts resulting from the changes to HEPPP funding following the Tehan reforms.

BACKGROUND

While the Job-Ready Graduates Package aims to address anticipated increased demand from school leavers, and the need to upskill/reskill workers who have lost jobs due to COVID-19, it also includes a reform of equity funding. This is the establishment of the Indigenous, Regional, Low SES attainment Fund (IRLSAF), which specifically broadens the Higher Education Participation and Partnerships Program (HEPPP) to include Indigenous and regional, rural and remote (RRR) alongside low socioeconomic status (SES) students. From 2021, HEPPP funding will be allocated according to eligible universities' share of low SES (45 per cent), RRR (45 per cent) and Indigenous (10 per cent) enrolments. Compound disadvantage is also acknowledged, with greater weight given to students who fall into more than one group. This stratification of equity students will have a significant impact on non-identified equity cohorts. With no mandate for universities to be flexible in how they define equity cohorts, the shifts in how equity work is managed will likely create a subset of equity cohorts that are ignored; this is especially problematic for super-disadvantaged groups like Culturally and Linguistically Diverse Migrants and/or Refugees (CALDM/R) and people seeking asylum (Lambrechts, 2020) requires sector-level syndicated advocacy, which should be led by EPHEA as the peak body for the equity sector.

Other organisations like the RESIG (ADCENT, NAEAA) can then support and syndicate into this advocacy — which will ideally be developed into a national campaign strategy to persuade individual universities to support equity students like refugee students from operational funding, rather than relying on HEPPP.

RECOMMENDATION

EPHEA Executive sub-working group to be established to liaise with a representative of RESIG and other groups to develop a campaign strategy, with the ultimate goal of advocating for universities to use operational funds to support the access, participation and successful completion of all equity cohort groups.