

AGENDA

MEETING **CECS RAP Sub-Committee**

MEET No. 1/2012
VENUE Board Room, RSISE Building
DATE/TIME 5 March 2012, commencing at 2.00 pm
CONTACT Margaret Wigney, x58188

1. Review of Sub-Committee and Meeting Structure

The Committee is asked to consider and make recommendation on the current membership, meeting frequency and reporting, noting that at Meeting No 2 held on 5 December 2011 it was resolved that Dr Jeremy Smith continue in the role of Chair until the end of June 2012. Current membership and terms of reference are attached for consideration.

2. Progress Report on CECS RAP

The CECS RAP Progress Report was discussed at Meeting No 2 held on 5 December 2011. Completed and in progress items were noted. Specific comments were made in relation to the following action items:

- *Identify and recognize the traditional owners of country where CECS work takes place.* Discussion centered on the definition of “work”. It was suggested that “work”, particularly of a remote field-work nature, applied to activities that (i) spanned a period of twelve months or beyond; (ii) was external to the ACT and (iii) involved joint activities/alliance with indigenous people.
- *Ensure appropriate internal and external indigenous representative and involvement on the CECS RAP Sub-Committee.* Dr Peter Radoll, Director of the ANU Tjabal Indigenous Higher Education Centre was identified as an indigenous community expert who could be approached on this matter. It was also suggested that Dr Radoll be given adjunct status within the college. It was resolved that the matter be taken up with the incoming Dean, Professor Hosking, and that a meeting be organised between the Dean and Dr Radoll to pursue the matters raised.

An update on further progress against the CECS RAP, if any, will be provided by the Chair for noting.

3. Identification of responsibilities and tasks for 2012, including priority areas and action items

- ACT Education and Training Directorate scholarship opportunities
- operationalisation of RAP
- developing recruitment and support strategies
- discussions across institutions

4. Activities for 2012

A number of activities have been identified for 2012. These include:

- April: ANU Indigenous Youth Science Forum 2012
- September: Years 9 and 10 residential program for indigenous students from the ACT and inner regional partnerships schools
- Indigenous perspective workshop



5. Other Committee Updates

- CPMS
- ANU

6. Welcome to Country and Acknowledgment of Country

The new wording has been approved by council:

We acknowledge and celebrate the First Australians on whose traditional lands we meet, and whose cultures are among the oldest continuing cultures in human history.

7. Any Other Business

TERMS OF REFERENCE

The Australian National University's vision is for an Australia that provides equal chances for all, while recognising and respecting the special place, culture and contribution of Aboriginal and Torres Strait Islander peoples as the First Australians.

The University is dedicated to advancing reconciliation by further promoting and understanding of Indigenous culture and history, implementing strategies to increase the participation of Indigenous students and staff, and continuing a commitment to fostering partnerships in Indigenous research and development

Objectives

The objectives of the CECS RAP sub-committee include:

- engage CECS staff and students in the process of reconciliation
- identify key stakeholders, partners and opportunities for CECS to engage in reconciliation
- develop, implement and coordinate a CECS RAP
- provide an interface between the CECS and the ANU RAP committee
- promote and raise the awareness of reconciliation among CECS staff and students

Responsibilities and Deliverables

The CECS RAP sub-committee will be responsible for delivering and supporting:

- a CECS RAP
- an annual report on the CECS RAP
- initiatives within CECS related to the RAP
- a RAP section on the CECS websites
- communication protocols with the ANU RAP committee and other relevant groups or bodies

The development of CECS RAP should build upon the ANU RAP, in particular across the four areas of undergraduate education, employment, graduate education and community engagement.

Members

To align with the ANU RAP and CECS structure, the CECS RAP sub-committee will consist of:

- the Dean of CECS or nominee
- the Chair, to be appointed by the Dean, CECS
- the Chair, CPMS RAP sub-committee, or delegate
- a staff member from the Research School of Computer Science (RSoCS)
- a staff member from the Research School of Engineering (RSoE)
- an indigenous ANU staff member
- at least one indigenous staff member or student from CECS
- at least one Indigenous community expert
- other members as deemed appropriate by the Dean of CECS

Members of the ANU RAP committee may also be invited to attend when relevant or required.

Operation

The sub-committee will meet at least twice a year. Standing agenda items will include:

- report against the current CECS RAP
- progress on objectives and deliverables
- review of activities, initiatives and events
- new opportunities

Timeframe

In line with the University's RAP, the CECS RAP sub-committee should develop and coordinate a RAP through to 2016. This is also in recognition that reconciliation is an ongoing engagement, building and developing long-term relationships and partnerships.

Budget

Any budget requirements will be approved by the Dean of CECS.

Reporting and Evaluation

The sub-committee will be responsible for completing an annual report against each of the items within the CECS RAP to provide to ANU.

The sub-committee will be evaluated against measureables including:

- number of meetings
- progress against CECS RAP items
- number of initiatives and events
- media and published articles

Committee Members

Members of the CECS RAP sub-committee, and any specific roles within the sub-committee, are listed below:

Name	Committee Role	From
Jeremy Smith	Chair	RSoE, CECS
Gordon Lister	Member	Chair, CPMS RAP Sub-Committee
John Hosking	Member	Dean, CECS
Elisia Baniassad	Member	RSoCS, CECS
Shankar Kalyanasundaram	Member	RSoE, CECS
Indigenous ANU staff member	<i>tba</i>	ANU Diversity and Inclusion Unit
Dion Devow	Member	Indigenous student member, CECS
At least one Indigenous community expert	<i>tba</i>	
Heather McEwen	By invitation	CECS Marketing

MINUTES

MEETING	CECS RAP Sub-Committee
MEET No.	1/2012
PRESENT	Professor John Hosking (Chair), A/Professor Shankar Kalyanasundaram, Mr Ian Martin, Ms Heather McEwen, Mr Jeremy Smith
ABSENT	Dr Elisia Baniassad, Mr Dion Devow, Professor Gordon Lister
IN ATTENDANCE	Ms Margaret Wigney
VENUE	Board Room, RSISE Building
DATE/TIME	5 March 2012
CONTACT	Margaret Wigney, x58188

1. Review of the Sub-Committee and Meeting Structure

The Committee considered its membership and meeting structure.

In terms of its membership it noted a vacancy remained for an indigenous community expert. Mr Smith advised that he would consult with Dr Peter Radoll, the Director of the Tjabal Higher Indigenous Education Centre, for suggestions on prospective members in this category

In relation to frequency of meetings, the Committee noted that although the college's schedule of two per year met the requirements under its Terms of Reference this was fewer than either the ANU RAP which met four times per year, or CMBE, which met on a monthly basis. Taking this into account it resolved to increase the number of meetings from two to four per year.

Actions:

Meeting schedule to be updated from two to four meetings per year.

Mr Smith to consult with Dr Peter Radoll re filling the vacant position of indigenous community expert.

2. Progress Report on CECS RAP

The Committee noted completed and progress items as detailed in *ANU CECS Progress Report – November 2011*.

3. Identification of responsibilities and tasks for 2012, including priority areas and action items

Mr Smith reported on actions items in the CECS RAP which were listed for completion by 2012 but which had not yet commenced.

• **Respect**

- the Vice Chancellor has approved the use of the following sensitive warning on all publications and websites that contain images of Indigenous people. All future publications and websites that include images of Indigenous people are to include this phrase.

“ANU recognises that to some Aboriginal and Torres Strait Islander communities, it is distressing to show images of people who have died. We would like to advise that this publication/website may contain such images”.

- the College needs to survey its curricula to identify areas where Indigenous perspectives and knowledge can be incorporated into its discipline fields. The Committee noted that there had been no progress in this area and suggested that an appropriate person be identified and tasked with responsibility to take the lead in meeting this objective.

Actions:

All relevant publications/websites to include sensitive warnings

Curricula to be surveyed with a view to incorporation of Indigenous perspectives and knowledge; suitable person be nominated to take responsibility for progressing the matter

- **Opportunities**

- admission procedures, requirements and enrolment articulation are to be reviewed with a view to indigenous students' needs and recommendations made to relevant College and School committees on possible modifications to meet any identified needs.

Action: Manager, Student Services to undertake review and report findings to the CECS Education Committee to make recommendation

- recruitment procedures to be reviewed to identify barriers to Indigenous recruitment and culturally sensitive selection processes to be developed.
Mr Smith reported that he was not aware that any action had been taken at central HR level. At the college level it was a matter for the College General Manager and HR team. Mr Martin's advice that he was in discussion with HR Managers about employment strategies, Indigenous cultural awareness training and the implementation of procedures to alert central HR staff to the commencement of new indigenous staff was noted.

Action: CGM and CECS HR Team to review recruitment procedures and develop culturally sensitive selection processes.

- strategies to attract at least 2.5% indigenous full- or part-time students and staff to be developed and implemented. Noting the importance of developing strategies to achieve these aspirational targets the Committee considered the question of whether a single strategy could be developed for both undergraduate and postgraduate students. It was of the view that, in the first instance, focus should be on Masters coursework students and effort put into building on indigenous student numbers at secondary college level to create a base for undergraduate enrolments.
- **Action: Development and implementation of strategy to attract Masters coursework students**

- **Relationships**

- raise RAP as agenda item at ACED and/or Go8 Engineering Deans meetings. The Committee commented on the value of collaborating with other universities on reconciliation action, noting the particular challenges inherent in the college's professional disciplines of engineering and computer science. Strengthening the relationship with the University of Canberra and ADFA, UNSW was seen as one mechanism to achieve common reconciliation action goals.

Action:

Professor Hosking to raise at Go8 Engineering Deans meeting in May 2012.

4. Activities for 2012

The Committee noted forthcoming activities as follows:

- **ANU Indigenous Youth Science Forum to be held in April**

Years 9 and 10 residential program for indigenous students from the ACT and inner regional partnerships schools.

- **Indigenous Perspective Workshop**

Mr Martin reported that the College of Science was running an *Indigenous Perspective Workshop* on the 4th April 2012. He commended the Workshop to the college and invited members to attend and provide feedback to the Chair on whether it would be of value to run one within the college.

A/Professor Kalyanasundaram, Ms McEwen and Mr Smith expressed interest in attending the workshop.

Action:

A/Professor Kalyanasundaram, Ms McEwen and Mr Smith to attend *Indigenous Perspective Workshop* in College of Science and provide feedback to Chair on value of running a similar workshop in the college.

5. Other Committee Updates

5.1 ANU

The Committee received a report from Mr Martin in which he raised the following topics:

- **Mentoring for Indigenous Students**

Mentoring is available through the Tjabal Indigenous Higher Education Centre.

- **ACT Aboriginal and Torres Strait Islander Education Consultative Group (ATSIECG)**

A primary focus of ATSIECG is to build relationships and establish partnerships between governments and communities, parents and education institutions; it would be worthwhile to consider building a relationship with it to assist the college in its proposed engagement with secondary school students.

5.2 CPMS

In the absence of Professor Lister, no report was available.

6. Welcome to Country and Acknowledgement of Country

The Committee noted the new wording had been approved by Council.