



## **Indigenous Consultative Committee Membership and Terms of Reference** (April 2013)

### **Function**

The Indigenous Consultative Committee (ICC) is a forum for providing high level advice to the Equity Committee (a senior management committee of the University) on matters which impact on Edith Cowan University's service provision, outcomes and reputation in relation to Indigenous Australians. The ICC provides a forum for ensuring input into senior-level decision-making by Indigenous community members, as well as Indigenous Australian staff and students of the University.

### **Terms of Reference**

1. To serve as a forum for providing an Indigenous Australian perspective across relevant University activities, including but not limited to the implementation of ECU's Reconciliation Action Plan
2. To advise on ways to promote enrolment and success in ECU programs by Indigenous Australians
3. To advise on courses, access and support systems, research, reports and publications, and the development of projects involving Indigenous Australians
4. To promote the employment of Indigenous Australians at ECU and their career progression
5. To advise the Head, Kurongkurl Katitjin, Centre for Indigenous Australian Education and Research on Centre matters and promote ECU and the Centre in appropriate forums
6. To provide advice on the allocation of funding received by ECU for the purposes of Indigenous Australian higher education
7. To report annually to Council and as required during intervening periods

### **Membership**

- Pro-Vice-Chancellor (Equity & Indigenous)
- Head, Kurongkurl Katitjin, Centre for Indigenous Australian Education and Research
- Director, Planning, Quality and Equity Services Centre
- Two members from ECU's Indigenous Australian staff (with one preferably coming from ECU's Faculty of Regional Professional Studies)
- An Indigenous Australian student currently studying at ECU
- Three Indigenous Australian community members, with a minimum of one regional and one metropolitan member.
- Two industry/employer representatives.
- Two members drawn from Indigenous Australians actively working in disciplines serviced by ECU's programs, one of which should be drawn from ECU alumni.
- ECU's Elder-in-Residence/ Cultural Ambassador.

A nominee of the Director, Planning, Quality and Equity will provide administrative support for the Committee.

The Student Guild be kept informed of the Committee's deliberations and be invited to contribute as appropriate.

### **Tenure and Attendance**

- The Chair, as elected by the Committee from within its membership, will serve a term of office of three years
- The Indigenous Australian Community members will serve a term of office of three years, with an option for ECU to reappoint them for one additional term
- The ECU Indigenous Australian staff members will serve a term of office of twelve months, with an option for ECU to reappoint them for one additional term (the ECU Indigenous Australian staff members are to serve no more than two consecutive terms)
- The Indigenous Australian student member will serve a term of office of twelve months, with an option for ECU to reappoint them for one additional term (the Indigenous Australian student is to serve no more than two consecutive terms)
- For the two industry/employer representatives, this category also requires that:
  - The organisation must: provide services to Indigenous Australian people; and/or employ Indigenous Australian graduates from the disciplines offered by ECU.
  - Membership is for an organisation not an individual. This enables the organisation to send a representative even when the regular individual is unavailable.

### **Note:**

- Members may be asked to serve more than two consecutive terms if required to ensure continuity of Committee business and with the endorsement of the ECU Equity Committee.
- Meetings may require some preparation.
- Non attendance at 3 consecutive meetings will be deemed to be a resignation from the ICC.

### **Co-opted members and guests**

The Committee may co-opt persons to become members on the basis of specialist experience or for a specific project or task or to enhance equity balance. Co-opted members will not have voting rights.

The Committee may also invite stakeholders, experts, or interested parties to attend meeting as guests and contribute to discussions on particular issues.

### **Costs**

Travel and accommodation costs and loss of pay will be reimbursed on receipt of application.

### **Quorum**

A quorum is half of all current members, not including co-opted members and must include a majority of Indigenous Australian members

### **Frequency and location of meetings**

The Indigenous Consultative Committee will meet at least twice per year with meeting rotated across ECU's three campuses wherever possible.