

# Indigenous Australian Advisory Committee Charter

## Section 1 - Purpose

(1) The Indigenous Australian Advisory Committee provides advice to the University on Indigenous policy and strategy and monitors specific Indigenous education, research and employment programs including Indigenous priorities as outlined in [Connections - the QUT Strategy 2023 to 2027](#). The Committee also supports the facilitation and development of strategic relationships with Aboriginal and Torres Strait Islander communities and local groups.

## Section 2 - Accountability

(2) Indigenous Australian Advisory Committee is a management committee accountable to the Vice-Chancellor and President for fulfilling its responsibilities.

## Section 3 - Responsibilities

(3) Advisory:

- a. Provides advice, through the Vice-Chancellor and President, the Provost/Senior Deputy Vice-Chancellor, the Executive Director, Carumba Institute, the Deputy Vice-Chancellor (Indigenous Australians), the Director, Oodgeroo Unit, or through committees including University Learning and Teaching Committee, University Research Committee, and Aboriginal and Torres Strait Islander Staff Committee on Aboriginal and Torres Strait Islander engagement, success and empowerment across the University including:
  - i. embedding Indigenous Australian's knowledges and perspectives in curriculum;
  - ii. recruitment, retention and completion of Aboriginal and Torres Strait Islander students;
  - iii. recruitment, retention and support of Aboriginal and Torres Strait Islander staff;
  - iv. Indigenous research and engagement involving government, university and industry impacting on Aboriginal and Torres Strait Islander peoples;
  - v. relevant public and higher education policy matters before the university; and
  - vi. any other matter affecting Aboriginal and Torres Strait Islander peoples at QUT.
- b. Makes recommendations to the Vice-Chancellor and President on Indigenous Australian related policies and strategies, including but not limited to:
  - i. Aboriginal and Torres Strait Islander education and employment ([Aboriginal and Torres Strait Islander Education and Employment Policy](#));
  - ii. QUT Aboriginal and Torres Strait Islander Action Plan and the Aboriginal and Torres Strait Islander Research Strategy;
  - iii. the Indigenous Education Strategy;
  - iv. QUT's Strategic Plan ([Connections - the QUT Strategy 2023 to 2027](#)).
- c. Provides recommendations relating to the implementation of the National Indigenous Higher Education Workforce Strategy and Universities Australia Indigenous Strategy.
- d. Provides recommendations to senior executives holding specific portfolio responsibilities.

#### (4) Monitoring and Review

- a. Monitors and reports on the implementation of the QUT Aboriginal and Torres Strait Islander Action Plan and [Aboriginal and Torres Strait Islander Education and Employment Policy](#).
- b. Monitors implementation of QUT's Aboriginal and Torres Strait Islander strategies.
- c. Reviews, monitors and recommends to the Vice-Chancellor and President on the distribution of the Indigenous Students Success Program in Higher Education (ISSP) funding to QUT's Aboriginal and Torres Strait Islander student support areas including but not limited to the Oodgeroo Unit, the Carumba Institute, and Equity and Student Counselling.

#### (5) Community Engagement

- a. Supports the facilitation and development of strategic relationships with Aboriginal and Torres Strait Islander communities and local groups.

#### (6) Sub Committees

- a. In progressing the Committee's purpose, the committee will establish, as necessary, sub-committees and/or working groups for the purpose of providing specialist advice on any Indigenous Australia matter relevant to the committee.

## Section 4 - Membership

#### (7) Membership categories:

- a. Deputy Vice-Chancellor (Indigenous Australians) as Chair ex officio;
- b. Vice-Chancellor and President ex officio;
- c. Nominee from the Research or Education portfolio nominated by the Head of Division;
- d. Vice-President (Administration) and University Registrar or nominee;
- e. Deputy Vice-Chancellor and Vice-President (Academic) ex officio;
- f. Executive Director, Carumba Institute ex officio;
- g. One Dean, nominated by the Provost/Senior Deputy Vice-Chancellor;
- h. Director, Oodgeroo Unit ex officio;
- i. Elder-in-Residence ex officio;
- j. Two representatives from Aboriginal and/or Torres Strait Islander community organisations nominated by the Deputy Vice-Chancellor (Indigenous Australians);
- k. One Aboriginal and/or Torres Strait Islander student nominated by the Deputy Vice-Chancellor (Indigenous Australians);
- l. Two Aboriginal and/or Torres Strait Islander staff members of the university, nominated by the Deputy Vice-Chancellor (Indigenous Australians).

(8) Nominated members of the Committee serve a term of office of up to two years. The length of a nominated member's term of office is recommended to the nominator by the Chair, on advice from the Secretariat.

## Section 5 - Meeting frequency

(9) The Committee meets at least four times a year.

## Section 6 - Reporting and communication

(10) The Committee reports to Council annually on the University's performance against the QUT Aboriginal and Torres Strait Islander Action Plan.

## Section 7 - Procedures

(11) The Deputy Chair of the Committee shall be an Indigenous Australian and will be elected by the committee. The Committee is established in accordance with the University Committee Governance Policy and manages its business in accordance with [Council Procedure 1 - Committee Operations](#) with the exception to permit 'in camera' sessions.

(12) From time to time, the Committee may hold 'in camera' sessions on sensitive or specific cultural issues. In these instances, non-Indigenous members of the committee shall not participate or leave the meeting as appropriate. These items are to be highlighted on the agenda prior to the meeting. For resolutions arising from 'in camera' sessions to be valid, a quorum of at least one-half of the Aboriginal and Torres Strait Islander members must be present. At the end of the session, the Chair will advise the Secretary of any resolutions or proceedings that need to be recorded in the minutes.

## Section 8 - Secretariat

(13) A nominee of the Vice-President (Administration) and University Registrar is secretary.

## Status and Details

<b>Status</b>	Current
<b>Effective Date</b>	22nd March 2024
<b>Review Date</b>	1st December 2025
<b>Approval Authority</b>	QUT Council
<b>Approval Date</b>	19th March 2024
<b>Expiry Date</b>	To Be Advised
<b>Responsible Officer</b>	Sonya Betros Director, Governance and Performance
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