

Aboriginal and Torres Strait Islander Staff & Alumni Chapter

Terms of Reference

Role/Purpose

The purpose of the University of Canberra (UC) Aboriginal and Torres Strait Islander Staff and Alumni Chapter is to drive the engagement between UC and Aboriginal and Torres Strait People in our communities. The chapter will also provide guidance and advice on enhancing the connection between UC and community, with the intention to build upon steps currently being taken by the University.

Term

This Terms of Reference is effective from Tuesday, 10 November 2020.

Membership

Membership of the Chapter is open to all University of Canberra staff and alumni who are of Aboriginal and/or Torres Strait Islander descent or identify as Aboriginal and/or Torres Strait Islander.

The Chapter Committee will comprise of following positions:

- Chair/president (ex-officio)
- Secretary (ex-officio)
- Student Representative (ex-officio)

All other participants will be considered members.

Roles and Responsibilities

The Aboriginal and Torres Strait Islander Alumni and Staff Chapter is responsible for:

- Building a strong, engaged, and cohesive alumni and staff community;
- Drive a sense of community for students to connect with and create a safe space for students
- Encourage students to get involved in the Faculty
- Use personal and professional networks to build WIL opportunities and help the next generation into career opportunities
- Mentoring Indigenous students and other members of the Chapter;
- Nominating honorary and adjunct positions, as well as Distinguished Alumni Awards;
- Providing professional development opportunities for staff and alumni

The Chapter will be accountable to the UC Indigenous community regarding its plans, activities and achievements, and report directly to the RAPC on its progress following each meeting.

The Chapter will also act as an advisory group for the University.

Activities undertaken by the chapter must align with the strategic direction contained within the University of Canberra [Reconciliation Action Plan](#) and the [Aboriginal and Torres Strait Islander Strategic Plan 2017-2021](#). The Chapter will be run following the [University of Canberra purpose statement and values](#).

- *Narragunnawali* – Embrace Indigenous ways of knowing, being and doing in our work and our culture. Get amongst the conversation. Listen authentically and be a driver of meaningful reconciliation.
- *Walk together* – Connect and collaborate with our community, both near and far. Embody the spirit of Canberra as a meeting place of ideas and creativity. Show what we have to offer.
- *Everyone's invited* – Celebrate differences and embrace similarities. Value unique contributions and promote accessibility and equity for all.
- *Dare to be curious* – Find purpose in learning. Step out of your comfort zone. Be brave, stir curiosity and share ideas and discoveries that shape our future.
- *Change the world* – Don't be afraid to have an impact. Do things differently. Inspire each other to be innovative.

Members of the Chapter are expected to:

- Act with professionalism
- Attend meetings
- Communicate the interests and concerns of alumni and staff
- Act in the best interests of the University of Canberra

Members can expect that the University will:

- Offer administrative support to the running of the Chapter
- Have open and genuine dialogue with the Chapter

Meetings

The Chapter will meet quarterly (February, May, August, November), with meetings to be held at either the University of Canberra Bruce Campus or online.

Version Control

Version No#	Modified By	Modifications Made	Date
1	Emily Warren	First draft	29 September 2020
2	Caitlin Judd	Amendments to draft	26 July 2021
3	Melinda Green	Amendments to draft	14 February 2022
4	Caitlin Judd	Amendments to draft to include chapter discussion	22 February 2022