

CONSTITUTION OF THE CURTIN UNIVERSITY ABORIGINAL AND TORRES STRAIT ISLANDER ADVISORY COMMITTEE

1. The use of the terms *Aboriginal* or *Indigenous* in the context of this constitution is intended to include all Aboriginal and Torres Strait Islander peoples.
2. **Establishment**
 - 2.1 The Curtin University Aboriginal and Torres Strait Islander Advisory Committee (CUATSIAC) was established as a committee of the Vice-Chancellor by the Planning and Management Committee at its meeting on 25 November 2014 (PMC 112/14).
 - 2.2 A revised Constitution for the Curtin University Aboriginal and Torres Strait Islander Advisory Committee (CUATSIAC) was approved by Planning and Management Committee at its meeting held on 20 September 2016. (PMC 89/16).
3. **Role of the Curtin University Aboriginal and Torres Strait Islander Advisory Committee**
 - 3.1. The Curtin University Aboriginal and Torres Strait Islander Advisory Committee (CUATSIAC) assists the Vice-Chancellor in developing appropriate ways of responding effectively and sensitively to the educational needs and aspirations of Aboriginal people. This requires a holistic approach, under the guidance of Aboriginal people, to achieve educational equity while accommodating cultural difference and recognising socio-economic disadvantage.
 - 3.2. The CUATSIAC performs this role in the following ways:
 - a) Advises the Vice-Chancellor on how the aspirations of the Aboriginal community can be incorporated into the University's activities.
 - b) Encourages and guides the Vice-Chancellor in developing partnerships with the Aboriginal community.
 - c) Advises the Vice-Chancellor on issues, policy, new directions and programs which may affect Aboriginal people directly or indirectly.
 - d) Encourages and guides interaction with other Indigenous educational groups, nationally or internationally.
 - e) Advises and supports the Centre for Aboriginal Studies (CAS) where appropriate.
 - f) Provides a forum where issues, concerns, achievements of all Aboriginal staff at Curtin and Aboriginal students enrolled in Curtin courses can be acknowledged and addressed.
 - g) Contributes to sharing of information of interest and benefit to members, staff, students and Aboriginal communities, individuals (local and Nationwide).
4. **Membership**
 - 4.1. The membership of the CUATSIAC shall comprise:
 - a) Member of Council nominated by the Vice-Chancellor
 - b) Provost *ex-officio*
 - c) Elder in Residence *ex-officio*
 - d) Director, Centre for Aboriginal Studies *ex-officio*
 - 4.2. Indigenous Community Membership will include people from a variety of backgrounds, including:
 - a) communities, organisations and groups
 - b) employer groups
 - c) individuals with particular skills/experience/expertise

- 4.3. Representation will be as follows:
- a) one Community member from the East Kimberley
 - b) one Community member from the West Kimberley
 - c) one Community member from the Pilbara
 - d) one Community member from the Mid West
 - e) one Community member from the Goldfields
 - f) two Community members from the Perth Metropolitan Area (one male and one female)
 - g) one Community member from the South West
 - h) one Community member from the Great Southern

4.4. The University will endeavour to achieve gender balance on the CUATSIAC.

4.5. A Deputy Community member will be chosen to act as Proxy to the region's Community member.

- 4.6. Application for membership will be by Expression of Interest to the Elder in Residence. Membership will be conferred by a committee comprising:
- a) the Member of Council as nominated by the Vice-Chancellor
 - b) the Elder in Residence
 - c) the Director, CAS
 - d) the Deputy Vice-Chancellor Academic.

4.7. Non-attendance:

Membership shall be reviewed if a member does not attend three (3) consecutive meetings without legitimate explanation.

4.8. Proxies:

4.8.1. The Deputy Community member will act as Proxy for the non-attending Community member.

4.8.2. As Proxy, the Deputy Community member:

- a) Has full voting rights
- b) Has decision-making rights
- c) Forms part of the Quorum
- d) Can only attend a maximum of two (2) consecutive ordinary meetings

5. Chairing CUATSIAC meetings

5.1. The Chair will be a Nyungar person.

5.2. The CUATSIAC will elect an Indigenous member from amongst the CUATSIAC Nyungar membership, to chair the meeting.

6. Quorum

The quorum for CUATSIAC meetings shall be the nearest whole number above one half of the membership.

7. Term of Office

The member appointed will serve on the CUATSIAC for up to two years with option to renominate.

8. Conduct of Business of the CUATSIAC

8.1. The Agenda for meetings of the CUATSIAC will consist of:

- a) The draft CUATSIAC Agenda with all appropriate attachments.
- b) The minutes of the previous CUATSIAC meeting.

8.2. Voting will be by way of majority, with the Chairperson having a deliberative vote only.

9. Establishment of working parties

9.1. The CUATSIAC may set up working parties to undertake particular tasks in relation to a nominated activity.

9.2. The composition of a working party may include persons other than members of the CUATSIAC, and may include persons who are external to the University.

9.3. A working party's role is to provide reports on its activities and recommendations on the nominated task/s to CUATSIAC.

10. Meeting Schedule

The CUATSIAC will meet at least two (2) times in each calendar year.

11. Reporting

The CUATSIAC will report to the Vice-Chancellor by way of its minutes, and draws attention to particular issues or recommendations. The Vice-Chancellor may report to Council or to relevant University Committees on CUATSIAC's performance and recommendations.

12. Servicing of the CUATSIAC

The Director, Secretariat and Council Secretary is to arrange secretarial and committee support.

REVISION HISTORY:

Revision Ref. No.	Approved/ Rescinded	Date	Committee / Board	Resolution Number	Document Reference
NEW	Approved	25 November 2014	Planning and Management Committee	PMC 112/14	Attachment A
Revised	Approved	20 September 2016	Planning and Management Committee	PMC 89/16	Attachment A
Revised	Approved	10 August 2017	Planning and Management Committee	PMC 52/17	Attachment A