



Terms of Reference

1. Purpose of the Group

The Student Advisory Group of the Sexual Safety and Wellbeing Committee-RNA (SSWC) plays an essential role for integrating student engagement and consultation into the Respect.Now.Always (RNA) project and other university initiatives aimed at addressing students' sexual safety and wellbeing. It ensures that institutional responses are sensitive to the needs and perspectives of students. In particular, it aims to represent those student communities identified as being at increased risk of experiencing sexual assault and sexual harassment. This includes, but is not limited to, women-identifying students, LGBTIQ+ students and First Nations Students.

2. Responsibilities

The SSWC Student Advisory Group is to:

- Support the development and implementation of the RNA and Sexual Safety Action Plan 2023-2026 ('the Action Plan') by providing strategic advice and recommendations to the SSWC. Recommendations must represent the needs of the diverse Macquarie student community;
- Use an evidence-based approach to identify barriers to the progression of key sexual safety and wellbeing initiatives at Macquarie University, and identify strategies to address them;
- Disseminate information and ideas to, and from, the Macquarie student community, to support the implementation of the Action Plan, the RNA project and other initiatives concerned with students' sexual safety and wellbeing; and
- Champion the RNA project and other sexual safety and wellbeing initiatives in the Macquarie student community.

3. Membership

3.1 Membership

- 12 members will be appointed at the start of each year including students who are:
 - women-identifying
 - LGBTIQ+
 - Aboriginal and Torres Strait Islander, living with a disability
 - culturally and linguistically diverse
 - regional and remote, and
 - studying at undergraduate and postgraduate levels.

- 9 members will be drawn from:
 - Student Representative Council (SRC) members
 - student leader from Sports and Recreation
 - student leaders of MQ Women's Collective, MQ Queer Collective and the Indigenous Students Association
 - as well as Residential Advisors from Dunmore Lang College, Robert Menzies College, Morling Residential College, Iglu, Macquarie University Village, Herring Road Apartments and Dayman Apartments;
- 3 open criterion-based positions will be made available via application.

3.2 Chair of Committee

- RNA Project Manager

3.3 Term of office

- 3.3.1 Members are appointed for a one-year term. Members may re-apply to join the SSWC Student Advisory Group each year.

4. Administrative arrangements

4.1 Meetings

- 4.1.1 The Committee will meet quarterly, or more often if required.

4.2 Secretarial support, Agendas and Minutes

- 4.2.1 The RNA Team will provide secretarial support for the SSWC Student Advisory Group, preparing agendas, discussion papers and minutes. The RNA team will also prepare reports and recommendations, based on discussions in the SSWC Student Advisory Group meetings to be considered by the SSWC.
- 4.2.2 The agenda will be approved by Chair and circulated to the Group members at least one week prior to the meeting.

4.3 Conflicts of interest

- 4.5.1 At the start of each meeting, Group members must declare any conflicts of interest in relation to any item for discussion.

4.4 Participation Requirements

- 4.4.1 The SSWC Student Advisory Group is accountable to the Macquarie student community. Group members play a crucial role liaising with the RNA Team about problems or progress related to the RNA project and sexual safety and wellbeing initiatives. As such, members must attend all meetings of the Student Advisory Group or send an appropriate delegate.

5. Review

5.1 Review period

The RNA Project Team, in consultation with the Committee, will review the committee's Terms of Reference and membership at least once a year.



These terms of reference were prepared for you by the Sexual Safety and Wellbeing Committee RNA.

Information correct at November 2022.



MACQUARIE
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