

INDIGENOUS STUDENT SUCCESS PROGRAMME – 2017 Financial Acquittal

Organisation

Griffith University

The following tables have a dual purpose of itemising actual income and expenditure associated with the ISSP in 2017 as well as estimating other funds and expenditure supporting Aboriginal and Torres Strait Islander students at the university. ISSP supplements the support the institution should already be providing to Indigenous students and the third column below helps us recognise the commitments your institution is making to lift and sustain Aboriginal and Torres Strait Islander student outcomes.

1. Income (excluding GST)

Item	Actual ISSP (\$)	Estimate other funds (\$)	TOTAL (\$)
ISSP Grant 2017	\$3,184,418		\$3,184,418
Rollover of funds from previous years	\$0		\$0
Interest earned/ royalties	\$0		\$0
Sale of assets	\$0		\$0
HEPPP		\$789,018	\$789,018
NHMRC		\$219,770	\$219,770
Donations		\$432,040	\$432,040
Various State or Commonwealth department funding		\$4,311,136	\$4,311,136
Australian Research Council (ARC)		\$1,918,706	\$1,918,706
Private or industry funds		\$311,356	\$311,356
A. Total Income 2017	\$3,184,418	\$7,982,026	\$11,166,444

2. Expenditure (excluding GST)

Item	Actual ISSP (\$)	Estimate other funds (\$)	TOTAL (\$)
Salaries - Student support / recruitment / retention	\$903,613		\$903,613
Salaries - Administration	\$573,345		\$573,345
Travel – domestic	\$2,951		\$2,951
Travel – international			
ISSP Asset purchases			
Conference fees and related costs			
Tutoring	\$404,247		\$404,247
Student Support Unit Costs	\$717,680		\$717,680
Scholarships	\$346,816		\$346,816
Indigenous Research Unit	\$138,013	\$125,556	\$263,569
HEPPP - Indigenous Outreach		\$789,018	\$789,018
External funds - Research (sources detailed in income table)		\$2,751,228	\$2,751,228
External funds - Scholarships (sources detailed in income table)		\$170,684	\$170,684
External funds - Curriculum Development and Delivery (sources detailed in income table)		\$4,271,096	\$4,271,096
University funds - ICEPPP Indigenous Policy		\$163,625	\$163,625
University Funds - Indigenous Scholarships		\$207,257	\$207,257
University Funds - Curriculum Development and Delivery		\$1,616,363	\$1,616,363
University Funds - Overheads		\$130,530	\$130,530
Unexpended funds returned to PM&C	\$42,197		\$42,197
B. Total Expenditure 2017	\$3,128,863	\$10,225,357	\$13,354,219
C. Unexpended funds PM&C agreed to rollover			
D. Unexpended Funds to be returned to PM&C	\$55,556		
E. TOTAL ISSP Funding use (B+C+D)	\$3,184,418		

Note: A-E must equal zero

\$0

3. Goods and Services Tax (GST) paid under ISSP - 1 January - 31 December 2017

- If GST is not paid to you, do not complete the table in this section 3.
- If GST is paid to you, the amount of GST funding included in each payment is set out in a Recipient Created Tax Invoice (RCTI) issued to you at the time of the payment. State whether these amounts have been remitted to the Australian Taxation Office (ATO) or committed for payment to the ATO.

1. If applicable, GST received by you in 2017 as part of the Indigenous Student Success Programme funding under the <i>Higher Education Support Act 2003</i> . This amount is stated on your Recipient Created Tax Invoices (RCTIs).	\$
2. If applicable, GST remitted or committed for payment to the Australian Taxation Office (ATO) (in the remittance instalments shown below)	\$
Amount remitted: \$	Amount remitted: \$
Date remitted: / /	Date remitted: / /
	Amount remitted: \$
	Date remitted: / /

4. ISSP Assets summary (only a requirement for assets over \$5000- see clause 16 of guidelines)

Asset Description/ category	Adjustable Value	ISSP contribution
INFOCUS 55" LCD MONDOPAD (Acquired 31/08/2012)	\$567	0
HYUNDAI IMAX SHUTTLE 567TSP (Acquired 20/03/2014)	\$20,761	0

4a ISSP Asset - acquisitions and disposals summary

Asset Description/ category	Acquisitions Purchase Value	Disposals/ Sale Price	Disposals Average Age

5. Financial Acquittal supported and initialled by:

Michelle Clarke

(Print name of relevant officer)

Chief Financial Officer

(Print position title)

 27/4/2018

(Signature and date)

Telephone contact: (07) 373 57166 E-mail: cfo@griffith.edu.au

Note:

- If the organisation is subject to audit by an **Auditor-General** of the Commonwealth or State or Territory government this authorisation should be signed by the Chief Financial Officer or an executive officer with primary responsibility for the organisation's internal audit function.
- If the organisation is **not normally subject to audit by an Auditor-General**, then the organisation's auditor should sign this authorisation.

INDIGENOUS STUDENT SUCCESS PROGRAMME – 2017 CERTIFICATION

Complete this certification after reading the completed 2017 Performance Report and 2017 Financial Acquittal for the Indigenous Student Success Programme.

I certify that:

- (i) the Institution has met the eligibility requirements of the Indigenous Student Success Programme as set out in guidelines and the *Higher Education Support Act 2003*; and
- (ii) the 2017 Indigenous Student Success Programme Performance report presents an accurate summary of the Institution's use of programme funds and of other activities undertaken by the Institution to improve Aboriginal and Torres Strait Islander student and staff outcomes; and
- (iii) the 2017 Indigenous Student Success Programme financial acquittal represents a complete, true and correct summary of transactions that took place during 2017 under the Indigenous Student Success Programme; and
- (iv) Indigenous Student Success Programme Funds and any interest earned or royalties/income derived from these Funds was expended on activities consistent with the Indigenous Student Success Programme guidelines and the *Higher Education Support Act 2003*.

I understand that:

- (i) the Minister or the Minister's delegate may seek further information to support this certification; and
- (ii) in the event that I have not remitted GST paid under the Agreement to the Australian Taxation Office, that it is my obligation to remit those amounts, as required under the *A New Tax System (Goods and Services Tax) Act 1999*; and
- (iii) it is an offence under the *Criminal Code Act 1995* to provide false or misleading information.

Certification recommended by university's Indigenous Governance:

Name:
Title:

Signed: Date:

Certification made by Vice-Chancellor or equivalent delegate:

Name:
Title:

Signed: Date:

INDIGENOUS STUDENT SUCCESS PROGRAMME – 2017 Performance Report

Organisation	Griffith University		
Contact Person	Shane Barnes		
Phone	(07) 373 54736	E-mail	s.barnes@griffith.edu.au

1. Enrolments (Access)

In 2017, the number of Aboriginal and Torres Strait Islander student enrolments on our five (5) campuses were:

- Gold Coast Campus 352 enrolled students
- Logan Campus 82 enrolled students
- Nathan Campus 235 enrolled students
- Mt Gravatt Campus 95 enrolled students
- Southbank Campus 90 enrolled students
- Online (Open University) 103 enrolled students
- Other – University based courses 55 enrolled students

These numbers include commencing and continuing full-time, part-time and online students. Students who self-identify do so through the student enrolment process. This allows Griffith University to report on Aboriginal and Torres Strait Islander students enrolments and trends. It is also important to note that some students may not wish to identify within the system for various reasons. The number of Aboriginal and Torres Strait Islander students studying a full-time load was 736 in accordance with our 2017 student enrolment data.

The breakdown of Aboriginal and Torres Strait Islander students from Regional and Remote areas is based on postcodes. It is important to note that some postcodes in metro areas are classified as regional.

Indigenous EFTSL, majority assigned:

Regional and Remote	Metro	Unknown
111.0	457.6	167.9

Griffith University delivered a number of key programs to improve access for our Aboriginal and Torres Strait Islander students these being:

Direct Entry program

Our direct entry program is designed to provide an alternative pathway into Griffith University and has been a part of Griffith University for over 20 years. Potential students are identified through our online Direct Entry Application and interviewed by GUMURRII SSU Learning Assistance officers. Through this process formal qualifications, life experiences and transferable skills are identified and used to support enrolment applications. In 2017, there were 150 Direct Entry offers made.

Hands Up! Tertiary Preparation Program

The program focuses on providing academic skills including computer literacy, academic reading and writing, preparing for assignments, research topics, preparing for presentations, surviving lectures and tutorials, gaining confidence and inspiring to succeed. The academic content is delivered by our Learning Services Unit within input from our Aboriginal and Torres Strait Islander Academics. We had a total of 60 students complete the 1 week intensive program. Once the students complete the intensive program they continue on to undertake Orientation week on their selected campuses.

Hands Up program is funded under the Higher Education Participation and Partnerships Program (HEPPP).

AIME Mentoring Program

Aboriginal and Torres Strait Islander students are supported through high school and encouraged to pursue further education through university study. Students are assigned mentors who are students from across the Griffith University student cohort.

AIME Mentoring Program is partly funded under the Higher Education Participation and Partnerships Program (HEPPP).

Outreach activities

Activity	Target Audience	Outline of Program	Outcome
School visits by Learning Assistance Officers	Aboriginal and Torres Strait Islander students within SEQ catchment area	Presentations to year 12 students exploring pathways to tertiary studies.	12 school visits made throughout SEQ catchment areas, including northern NSW.
Community events	Aboriginal and Torres Strait Islander communities	NAIDOC week activities designed to promote Griffith University and GUMURRII SSU	Approximately 110 people making enquiries about Griffith University courses. Contact details taken down for an invitation to be sent out for our upcoming Open information night.
GUMURRII SSU open nights	Indigenous community	Events which showcase various degrees on offer at Griffith University, and explanations of Direct Entry pathway program	34 people attended the Gold Coast event, and 20 attended the Nathan event.

Funding under the ISSP is further allocated to our Community Engagement activities which incorporates community events such as:

- NAIDOC Week activities
- School visit activities
- Recruitment activities
- Walk and Talk (Reconciliation Week)
- Yarning Circles

1a Scholarships (2017 breakdown)

Student category	Education Costs		Accommodation		Reward		Total/ Students Assisted	
	\$	No.	\$	No.	\$	No.	\$	No.
From Regional/ Remote	125,258	53	81,778	18	5,000	1	212,036	76
Undergraduate					135,000	27	135,000	27
Post-graduate								
Other								
Total	125,258	57	81,778	18	140,000	28	347,036	103

Value of Scholarships awarded by the university to remote or regional students in the 2016 academic year (Section 21(3) in the Guidelines refers)	\$273,872
Value of Scholarships offered by the university to remote or regional students in the 2017 academic year (Section 21(3) in the Guidelines refers)	\$212,036

2. Progression (access and outcomes)

Griffith University is committed to supporting our Aboriginal and Torres Strait Islander students during their time undertaking their studies at Griffith University.

Through the GUMURRII Student Support Unit there are a number of strategies which assist our students, these being:

Strategy	Outline of Strategies	Constraints	Outcomes
Provide culturally appropriate support in a safe learning environment for Aboriginal and Torres Strait Islander students studying at Griffith University	Learning Assistance Officers in the GUMURRII SSU provide advice and support to Aboriginal and Torres Strait Islander students and to University staff on understanding cultural, general academic and discipline specific approaches to learning. They work collaboratively with Aboriginal and Torres Strait Islander students to provide culturally appropriate support and advice within the context of their programs of study and identify further support services that may be required. Student support programs are developed and implemented by GUMURRII SSU and other university staff to meet identified needs.	Not all students who identify as Aboriginal and Torres Strait Islander choose to access GUMURRII SSU services and thus potentially miss out on culturally specific support.	Participation rates for Aboriginal and Torres Strait Islander students at Griffith University consistently exceed the national average.
ATSITAP – Aboriginal and Torres Strait Islander Tertiary Access Program	An academic support initiative which aims to improve educational outcomes for Aboriginal and Torres Strait Islander students. Department of PM&C provide funding which covers costs of tutors; no charge is made to students accessing tutorial assistance. Aboriginal and Torres Strait Islander Students currently studying at Griffith University can access tutoring, either one-on-one or in small groups. Available to undergraduates and post-graduates.	Availability of suitable tutors to meet individual learning needs.	229 students received tutorial assistance in 2017. Undergraduates = 224 Postgraduates = 5

The GUMURRII Student Support Unit is at the heart of Griffith's Aboriginal and Torres Strait Islander community. GUMURRII not only provides support to Aboriginal and Torres Strait Islander students through structured programs and activities; it also has strong community engagement. Effective programs for outreach, admission, orientation and study support are integral to the Unit's work, and each of these involves community participation in some way.

GUMURRII has also been successful in promoting reconciliation activities and outcomes through a major contribution to greater understanding of Aboriginal and Torres Strait Islander culture and identity within the University. Very effective consultation mechanisms have been developed between GUMURRII and Indigenous communities and leaders, and productive partnerships between GUMURRII and academic and service delivery areas are in place

Yarning circles	Informal settings bring students together to discuss academic problems, life journeys and career goals.	Ensuring that all students have an opportunity to participate – location of activities across the five campuses.	Non-judgemental, open forums and the opportunity to talk with other Aboriginal and Torres Strait Islander students helps to build confidence in students.
Indigenous Summer Research Program	Designed to create pathways to research in higher education research degrees, the program assists students to engage with the wider University community through undertaking a series of structured research activities. The program also provides technical and practical skills.	Availability of students.	20 undergraduate students from a variety of degrees undertook the research program during the 2017 summer period.

Cultural competency is developed in a number of ways, through both formal and informal mechanisms. Structured cultural competency/cultural awareness programs are offered through the Staff Development section of the Office of Human Resource Management, and through different business units; the First Peoples Health Unit for example.

Informally staff and student participation in Harmony Day activities, NAIDOC week activities, and through general engagement with Aboriginal and Torres Strait Islander staff and students enhances cultural understanding. The interface between Learning Assistance Officers and teaching and research staff in academic groups, as well as general staff in specialist service provision areas contributes to the cultural competency of staff.

Strategies directly funded by ISSP:

- GUMURRII Student Support Unit – activities aimed for our students.
- ATSTAP – tutoring program aimed for our students.
- Indigenous Research Unit – partially funded for minor activities

Strategies directly funded by other University resources:

- Indigenous Summer Research Program - **Higher Education Participation and Partnerships Program (HEPPP)**.

2a Tutorial and other assistance provided (2017 breakdown)

Assistance type	Level of study	Number of students assisted	Hours of assistance	\$
Tutorial assistance	Undergraduate	224	6,523	400,237
	Post graduate	5	63	4,010
	Other			
	<i>total</i>	229	6,586	404,237
Indigenous Support Unit or other Indigenous student support activities	(optional breakdown of major activities or just total)	10 Yarning Circles student activities 2 per campus	20	2,000
	<i>total</i>	140		

3. Completions (outcomes)

At the University-level, Griffith University aims to ensure all of our Aboriginal and Torres Strait Islander students are provided with the appropriate support programs and tools to assist with their degree and through to completion.

Support mechanism	Description	Outcome
Indigenous Tutorial Program	An academic support initiative which aims to improve educational outcomes for Aboriginal and Torres Strait Islander students. Department of PM&C provide funding which covers costs of tutors; no charge is made to students accessing tutorial assistance. Students at undergraduate and, on occasion, post-graduate level may access tutorial assistance. The program aims to accelerate educational outcomes for Aboriginal and Torres Strait Islander students beyond those that could reasonably be expected from mainstream and providers' funding sources alone. It represents supplementary assistance to ongoing teaching resources.	The program is accessed by a number of students.
Using student data to identify "at risk" students and develop appropriate intervention	Through Student Support Advisers located in the Office of Student Administration Learning Assistance Officers are able to access student data to identify students whose academic performance is falling below accepted levels. Intervention through direct discussion with the student, provision of tutorial assistance, encouragement to attend supplementary workshops, etc., can then occur.	Potential failures and withdrawals are averted through early intervention.
Yarning circles	Informal settings bring students together to discuss academic problems, life journeys and career goals.	Non-judgemental, open forums and the opportunity to talk with other Aboriginal and Torres Strait Islander students helps to build confidence in students.

- GUMURRII SSU has also introduced a Hands Up! Academic Skills Online program for all our students as an additional support mechanism

https://bblearn.griffith.edu.au/webapps/blackboard/content/listContent.jsp?course_id=1255_1&content_id=9358_1&mode=reset

- Griffith University continues to produce great graduates every year. In 2017 our completion rate was 141.

Griffith University has a formal partnership with CareerTrackers. The partnership focuses around giving student the opportunity to undertake summer internship with private sector community and corporate Australia.

The opportunity for our students to undertake internship through CareerTrackers has assistance our students to enter into internships and entry level positions at a graduate level.

In 2017 55 Griffith University Aboriginal and Torres Strait Islander students participated in the CareerTrackers program.

Grow Our Own

A collaborative initiative between the Indigenous Research Unit, Griffith Business School Griffith Graduate research School and GUMURRII SSU the strategy focuses on increasing enrolments in and completion of HDR students. Recruitment and support is provided through scholarships and other financial support, and through the development of research capacity. Specific support for Aboriginal and Torres Strait Islander knowledges, awareness, resilience building and cultural knowledge is provided by staff of the respective units involved. At present Griffith has 33 HDR Aboriginal and Torres Strait Islander students.

As part of Griffith University commitment to supporting graduate positions the University is rolling out entry level opportunities across the University sector with aim being the position converting to continuing employment.

Strategies directly funded by ISSP:

- ATSITAP – tutoring program aimed for our students.
- Yarning Circles activities.

4. Indigenous Education Strategy accessible by public

Griffith University welcomes the proposed new funding guidelines, as outlined in preliminary briefings with the Department of Prime Minister and Cabinet. It will continue to work with its multi-faceted approach to the Indigenous Student Success Programme, and while priorities will be directed towards attraction, retention and completion of students enrolled in undergraduate programs it will also direct resources into encouraging students to complete post-graduate degree. A proposal being developed by the Indigenous Research Unit aims to fund a number of Indigenous Academic Fellowships, a strategy designed to complement existing scholarship and fellowship schemes.

The ability to combine expenditure on Student Support programmes, Commonwealth Scholarships and tutorial assistance means that resources can be directed towards areas where interventions are most required. Close monitoring of student progress in each of the designated categories and the concomitant expenditure of funds means that earlier, and thus more effective intervention can occur. Initially Griffith will allocate funds across the three areas in the same proportions as currently exist, but will be able to monitor these and make adjustments as necessary. For example, once scholarship time lines have elapsed any funds that remain unallocated may be redirected into tutorial assistance of other student support programs.

Additionally, Griffith, through the GUMURRII SSU, will evaluate the success of each of its strategies in enrolling, progressing and getting Aboriginal and Torres Strait Islander through to completion of their chosen course. It will further analyse how successful its outreach activities have been for students from rural and remote areas, and look particularly at the place scholarships play in attracting and retaining such students.

https://www.griffith.edu.au/_data/assets/pdf_file/0029/186572/2018-2019-Strategic-Plan.pdf

https://www.griffith.edu.au/_data/assets/pdf_file/0033/169872/academic-plan1.pdf

https://www.griffith.edu.au/_data/assets/pdf_file/0039/196788/Griffith-Reconciliation-Action-Plan.pdf

<https://www.griffith.edu.au/about-griffith/first-peoples>

5. Indigenous Workforce Strategy accessible by public

Griffith University is committed to increasing our Aboriginal and Torres Strait Islander workforce across the University.

Griffith has set out its longer term goals and targets for maintaining its place as an employer of choice for Aboriginal and Torres Strait Islanders in a number of interrelated documents. The overarching plan is the University's Strategic Plan 2018-2019. Within that plan there is a specific goal and target, to increase the number of Aboriginal and Torres Strait Islander staff in academic and general staff positions by 5% per annum. This is further iterated in the University Our People Plan (Equity and Diversity Plan 2017-2020). Annual reports on achievement in the University's Strategic Plan are provided to University Council. The University's Equity Committee critically reviews and analyses plans and reports relating to equity, diversity and social inclusion from Groups and other elements, and provide constructive advice and support.

The University's Reconciliation Action Plan (RAP) outlines how these targets will be achieved in more detail. The goals of the RAP link with and expand the commitments to Aboriginal and Torres Strait Islander students, staff and community partners in the University's Strategic Plan 2018-2019, Equity and Diversity Plan 2014-2018, and Engagement Plan 2015-2018. The RAP is championed by the Deputy Vice Chancellor (Engagement); the University's Equity Committee; the University's Aboriginal and Torres Strait Islander Advisory Committee (ATSIAC); the Griffith University Council of Elders; and the Office of Indigenous Community Engagement, Policy and Partnerships (ICEPP). The DVC (E) chairs the RAP Working Party and is joined by the Professor, Indigenous Research; Professor of the First Peoples Health Unit, the Director, GUMURRII SSU; and the Director, Research Centre, Queensland Conservatorium Griffith University.

Griffith University has established an Indigenous Employment Committee which is chaired by the Deputy Vice Chancellor (Academic). The main objective of the committee is to identify practical measures on how to increase the Indigenous workforce across the University sector.

www.griffith.edu.au/data/assets/pdf_file/0040/169879/strategic-plan.pdf

www.griffith.edu.au/data/assets/pdf_file/0028/196732/Griffith-Reconciliation-Action-Plan.pdf

www.griffith.edu.au/data/assets/pdf_file/0018/170172/our-people-plan.pdf

5a Indigenous workforce data (2017 breakdown)

While universities report on the number of Indigenous staff members through mainstream reporting requirements, the additional information below provides enhanced monitoring of the university's efforts in building its Indigenous workforce.

Faculty	Level/position	Perm/ >1yr		Casual/ <1yr	
		Academic	Non-academic	Academic	Non-academic
Arts, Education and Law		9			
Griffith Business School		3	1		
Griffith Health		9	3		
Corporate Services			9		
Griffith International			1		
Deputy Vice Chancellor (Engagement)		1	15		
Deputy Vice Chancellor (Academic)			1		
Vice Chancellor			1		
Division of the SDVC			1		

6. Indigenous involvement in decision-making

The Indigenous Governance Mechanism committee was established in 2017. The committee consist of the following members:

<u>Name</u>	<u>Appointment Type</u>
Shane Barnes Director, GUMURRII SSU	Acting Chair – Appointed
Jane Kilroy Office Manager, GUMURRII SSU	Committee Member – Appointed
Kerry Brown Administration Coordinator, GUMURRII SSU	Committee Member – Appointed
Kim Lees ATSITAP Coordinator, GUMURRII SSU	Committee Member – Appointed
Michelle Wear Director, Executive Student Success	Committee Member – Appointed
Kim Marx Senior Finance Business Partner	Committee Member – Appointed
Tracey Anderson Senior Finance Consultant Corporate Business	Committee Member – Ex Officio
Shaneen Dalton Secretary	

6a. Statement by the Indigenous Governance Mechanism

The Indigenous Governance Mechanism committee has reviewed and endorsed this report and the attached acquittal.