

INDIGENOUS STUDENT SUCCESS PROGRAMME – 2018 Performance Report

Organisation	Griffith University		
Contact Person	Cheryl Godwell-Pepper, Director – GUMURRII Student Support Unit		
Phone	07 3735 4736	E-mail	c.godwell-pepper@griffith.edu.au

1. Enrolments (Access)

The GUMURRII Student Support Unit (GUMURRII) is central to Griffith University’s Aboriginal and Torres Strait Islander (Indigenous) community with learning centres and staff based on all five of Griffith University’s campuses. GUMURRII offers culturally safe facilities, environments, advocacy and support that recognises the individual and collective needs of Indigenous students.

GUMURRII has a long-standing commitment to the recruitment, retention and success of Indigenous students and continues to achieve marginal growth in Indigenous undergraduate enrolments (i.e. 1,067 in 2018 – compared to 1,012 in 2017) and graduands (i.e. 176 in 2018 – compared to 141 in 2017) each year.

Table 1: Griffith University - Indigenous Student Enrolments by Campus (2018)

Campus	Total Enrolments per campus	Full-time	Part-time	Undergraduates	Post-Graduates	Male	Female
Gold Coast	354	284	70	326	29	134	221
Logan	97	56	41	89	8	20	77
Nathan	225	163	62	203	22	93	132
Mt Gravatt	101	79	22	93	8	31	70
Southbank	85	64	21	62	23	29	56
Open Universities Australia	77	26	51	77	0	21	56
Other*	128	43	85	43	85	33	95
Total	1,067	715	352	893	175	361	707

* Other Courses approved under Griffith University.

Table 2: Griffith University - Indigenous EFTSL by Region (2018)

Regional and Remote	Metro	Unknown
90.5	612.2	2.1

* Rates 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.

GUMURRII consists of two discrete arms being: nine (9) Learning Assistance Officers (LAOs) supported by one (1) Senior Learning Assistance Officer (SLAO) in the provision of tailored academic and pastoral support to all Indigenous students accessing GUMURRII; and an Administration Support Unit consisting of a total of five (5) staff who provide administrative services and support to students, staff and stakeholders including administration, management and delivery of Griffith University’s Aboriginal and Torres Strait Islander Tertiary Access Program (ATSITAP).

GUMURRII maintains effective consultation in partnership with University academics and service delivery areas including Griffith University’s Council of Elders, the Indigenous Community Engagement, Policy and Partnerships

(ICEPP), Indigenous Research Unit (IRU), Student Admissions, Student Success and Equity Services and Scholarships to offer and afford Indigenous students the highest quality of access to all services and support.

Throughout 2018 GUMURRII staff attended a diverse range of events to promote courses offered at Griffith University and target prospective students' interest - including (but not limited to):

- NAIDOC Week – Brisbane, Gold Coast and Sunshine Coast;
- Reconciliation Week – Walk and Talk events hosted on both Nathan and Gold Coast campuses;
- Education Expo's – Toowoomba, Weipa and Thursday Island; and
- Recruitment Activities – including visits to local secondary schools within the Southeast Queensland corridor.

1a Scholarships (2018 breakdown)

Table 3: Griffith University – Scholarships (2018)

Student category	Education Costs		Accommodation Costs		Reward		Total/ Students Assisted (headcount)	
	\$	No.	\$	No.	\$	No.	\$	No.
From Regional/ Remote- ISSP - undergraduate	68,875	26	63,250	13	5,000	1	137,125	40
From Regional/ Remote- Preserved - undergraduate	41,478	20	26,775	7			68,253	27
Undergraduate (non-regional/remote students)	58,250	27			15,000	3	73,250	30
Other								
TOTAL	168,603	73	90,025	20	20,000	4	278,628	97

Reward scholarships are awarded to recognise and reward an Indigenous student's academic achievement or excellence, who have not previously received an Indigenous Commonwealth Scholarship.

Table 4: Griffith University – Scholarships Awarded (2017-2018)

Value of Scholarships <u>awarded</u> by the university to remote or regional students in the 2017 academic year (Section 21(3) in the Guidelines refers)	\$212,036
Value of Scholarships <u>offered</u> by the university to remote or regional students in the 2018 academic year (Section 21(3) in the Guidelines refers)	\$259,128

2. Progression (access and outcomes)

In 2018 Griffith University had a total of 1,067 undergraduate and postgraduate students who self-identified as Aboriginal and Torres Strait Islander.

Table 5: Griffith University – Indigenous Student Success Rates (2014-2018*)

ISSP	2014		2015		2016		2017		2018*	
	Rank	Actual	Rank	Actual	Rank	Actual	Rank	Actual	Rank	Action
Success Rates (i.e. units passed/units completed)	19	77.13	18	77.52	22	75.44	25	75.09	TBC	75.13

* 2018 data is preliminary and due to be finalised by mid-May 2019.

Through the GUMURRII Student Support Unit there are several support strategies that are being delivered via the allocated funding under the Indigenous Student Assistance Grants Guidelines 2017 which assist our students including (but not limited to):

Direct Entry Program

Our direct entry program is designed to provide an alternative pathway into Griffith University and has been a part of the University entry and admissions initiatives for over 20 years. Prospective candidates are identified through our online Direct Entry Application process and interviewed by GUMURRII LAOs.

Griffith University's Direct Entry Program assesses other skills and attributes (e.g. formal qualifications, life and workforce experience) that may support enrolment application/s. In 2018, a total of 180 Direct Entry Program applications were submitted via our online application tool with 125 formal offers being made to Indigenous students via the Griffith University Student Admissions team.

Aboriginal and Torres Strait Islander Tertiary Access Program (ATSITAP)

GUMURRII's ATSITAP initiative aims to improve educational outcomes for Griffith University's Indigenous students via one-on-one or in small group tutorial/s. In 2018, a total of 237 Indigenous students received over 9,000 hours of tutorial support and assistance in their studies.

Anecdotal evidence suggests that GUMURRII's ATSITAP initiative is by far the most highly regarded and valued initiative that provides direct and indirect support to Indigenous students and their retention, progression and success at Griffith University.

Outreach and Engagement Activities

In summary, throughout 2018:

- GUMURRII hosted regular '*Yarning Circles*' on all five (5) campuses with a view to building a sense of community and informal opportunities to provide information, advice and support from GUMURRII's LAOs and staff.
- GUMURRII hosts the annual '*Walk and Talk*' event at Griffith University's Nathan and Gold Coast campuses. The events are in their 6th year and actively brings together a diverse range of students, staff and stakeholders from across all campuses to acknowledge National Reconciliation Week with approximately 300 students, staff and stakeholders in attendance across both events.
- GUMURRII worked in direct partnership with the Office of the Deputy Vice Chancellor (Engagement) to host a morning tea to officially mark commencement of NAIDOC Week 2018. With the theme of "*Because of Her We Can*" GUMURRII hosted an additional morning tea that directly acknowledged the significance of Indigenous women's roles and contributions towards Griffith University's students, staff, people and communities.
- GUMURRII Valedictory Dinner was held to celebrate the success and achievements of Griffith University's Indigenous graduands with the A/g Director providing a formal address to graduating students and acknowledgement of individual success and the educational journeys of Indigenous students.
- GUMURRII continues to build on our relationship/s with industry partners and corporate sectors and their ability to provide internships and/or employment opportunities to Griffith University's Indigenous graduands and representatives from ACCOR Hotels, Rio Tinto, Google, Aurora Foundation and Australian Public Service Commission.

Kungullanji - Indigenous Summer Research Program

Designed to create pathways to higher degrees by research, Griffith University's Kungullanji program assists Indigenous students to engage with the wider research community through undertaking a series of structured research workshops and activities that offer technical and practical research skills. In 2018, a total of twenty (20) Indigenous students enrolled in the program with sixteen (16) students completing the 12-week intensive course.

Cultural competency

In direct partnership and collaboration with Student Success, GUMURRII has developed an online Cultural Awareness Program accessible to all staff and students. This is an informal training module with a general objective of encouraging learners to think of ways to apply cultural awareness to their respective work and study contexts. The four key areas of the module consist of Respect, Reflection, Communication and Equity and Human Rights.

2a Tutorial and other assistance provided (2018 breakdown)

Table 6: Griffith University – Aboriginal and Torres Strait Islander Tertiary Access Program (2018) Assistance

Assistance type	Level of study	Number of students assisted	Hours of assistance	\$
Tutorial assistance	Undergraduate	220	8,850.40	548,088
	Post graduate	16	359	22,232
	Other			
Total		236	9,209.40	570,320
Indigenous Support Unit or other Indigenous student support activities	Student Support Bursaries	40	N/A	4,000
Total		40	N/A	
Add other categories as relevant	Student Yarning Circles (2 per year/5 campuses)	10	20	3,000

3. Completions (outcomes)

Of the total student completions in 2018, 1.77% were Indigenous students. This represents a slightly higher outcome for completions in the previous year of 1.43% in 2017.

Table 7: Griffith University – Aboriginal and Torres Strait Islander Completion Rates (2018)

	2018
Aboriginal and Torres Strait Islander students: (Undergraduates)	122
Non-Aboriginal and Torres Strait Islander students: (Undergraduates)	6,733
Aboriginal and Torres Strait Islander students: (Research)	5
Non-Aboriginal and Torres Strait Islander students: (Research)	327
Aboriginal and Torres Strait Islander students: (Postgraduate)	49
Non-Aboriginal and Torres Strait Islander students: (Postgraduate)	2,941

Griffith University aims to ensure all Indigenous students are provided with the appropriate support to enhance their individual learning journeys through to completion. GUMURRII offers a range of dedicated programs and services that aim to improve Indigenous student retention, progression and success of all Indigenous students including (but not limited to):

Aboriginal and Torres Strait Islander Tutorial Assistance Program (ATSITAP)

GUMURRII's ATSITAP initiative aims to accelerate educational outcomes for Indigenous students at undergraduate and where relevant/necessary, post-graduate levels through access to individual and group tutorial assistance. GUMURRII's ATSITAP Tutorial Assistance Policy has been adopted to ensure that the initiative meets the tutoring needs of all Indigenous students enrolled at Griffith University with the endorsement of the Learning and Teaching Committee, chaired by the Deputy Vice Chancellor (Academic).

Indigenous Retention Officer

In 2018, GUMURRII recruited an Indigenous Student Retention Officer to have primary responsibility for conceptualising a strategy and implementing a range of initiatives that align with, and further, both the GUMURRII and broader University strategic priorities for student retention, progression and success. The position is responsible for the conceptualisation, development and implementation of a range of support programs/activities/initiatives for

Indigenous students – working in close collaboration and partnership with LAOs and key teaching staff and stakeholders.

Connecting graduates with employment

The Indigenous Community Engagement Officer is a pivotal position based within GUMURRII to provide information and advice to Indigenous students, staff and stakeholders regarding employment. Throughout 2018, the Indigenous Community Engagement Officer has facilitated industry and corporate connections for Indigenous students alongside of all other University employment programs and initiatives (e.g. Unitemps).

CareerTrackers Partnership

Griffith University has partnered with CareerTrackers to deliver a 10-year partnership that supports students in their transition into university, creating a community of students who share common aspirations and peer mentors who inspire future generations of university students.

GUMURRII has an ongoing partnership with CareerTrackers who work with our students to increase the number of employment opportunities within the corporate sector through '*Leadership Development Institutes*' and internships with a total of 55 students engaged in the program in 2018.

4. Indigenous Education Strategy accessible by public

The strategic direction of the University is outlined in the University's Strategic Plan 2018-2019, which provides a vision for the institution through to 2020. To further strengthen Griffith University's commitment a suite of plans have been developed with the key objective to support the progress of Indigenous students, staff and stakeholders throughout the institution and including (but not limited to):

1. University Strategic Plan (2018 – 2019)
2. Academic Plan (2017-2020)
3. Research and Innovation Plan (2017-2020)
4. Equity and Diversity Plan (2018-2019)
5. Engagement Plan (2018-2020)
6. Our People Plan (2017-2020)
7. Reconciliation Action Plan (2016-2018)
8. Disability Action Plan (2018-2020)
9. First Peoples Health Engagement Plan (2018-2022)
10. Griffith University Athena SWAN Action Plan (2018-2022)

The Reconciliation Action Plan (RAP) 2016-2018 in particular, provides the University with guidance on key strategies and measures to support Indigenous activities and engagement across the University, focussing on: Governance and Leadership; Collaboration and Engagement; Learning and Teaching; Research; Staffing and supplier diversity. The Learning and Teaching component of the RAP outlines the University's Education Strategy with specific actions, timelines and goals detailed. These goals are measured and reported on a quarterly basis through the RAP Working Party, chaired by the Deputy Vice Chancellor (Engagement), and an annual report on the RAP Workplan provided to the University's Equity Committee and Executive Group. The University's RAP is endorsed by Reconciliation Australia at the Stretch level, and is publicly available on the University's website at: https://www.griffith.edu.au/data/assets/pdf_file/0039/196788/Griffith-Reconciliation-Action-Plan.pdf

In addition, Griffith University's Aboriginal and Torres Strait Islander Advisory Committee (ATSIAC) and RAP Working Party, have been pivotal in developing mutual understanding about the needs of Indigenous students and staff across the university sector.

5. Indigenous Workforce Strategy accessible by public

Griffith University is committed to pursuing and implementing strategies that will ensure it attracts, retains, develops and values academic and professional staff that are inclusive, and reflective of the diversity of Australian society. As part of the Universities Australia Indigenous Strategy 2017 -2020, universities across Australia have committed to increasing the number of Aboriginal and Torres Strait Islander staff to 3% of the total workforce.

Griffith University's Strategic Plan 2018-2019 has outlined specific goals and targets to increase the number of Aboriginal and Torres Strait Islander staff in academic and general staff positions by 5% per annum. The University's Our People Plan 2017-2020 (available at: <https://www.griffith.edu.au/griffith-business-school/griffith-centre-for-sustainable-enterprise/our-people>) and Equity and Diversity Plan 2018-2019 (available at: https://www.griffith.edu.au/data/assets/pdf_file/0028/533278/FINAL_Equity-Diversity-and-Inclusion-Plan-2018-2019.pdf), outline the key priorities for the University in valuing and supporting its staff, with specific targets and measures in place. Griffith University's Athena SWAN Acton Plan 2018-2022 contains seven specific actions related to Aboriginal and Torres Strait Islander employment strategies.

The University's Reconciliation Action Plan (RAP) 2016-2018 supports the Our People Plan 2017-2020, outlining specific actions, targets, timelines and responsibilities for each item under the Supplier and staff diversity section. As outlined under Item 4.0 above, the University's RAP is endorsed by Reconciliation Australia as a Stretch RAP and is publicly available at: https://www.griffith.edu.au/data/assets/pdf_file/0039/196788/Griffith-Reconciliation-Action-Plan.pdf

The RAP Working Party, chaired by the Deputy Vice Chancellor (Engagement), meets quarterly and reports on progress via the RAP Work Plan, which is reported annually to the University's Equity Committee and Executive Group.

In addition, there are several key sub committees that are chaired by the Deputy Vice Chancellor (Engagement) to drive the University's ongoing commitment to increase Indigenous staffing . Specifically:

- Equity Committee;
- Aboriginal and Torres Strait Islander Advisory Committee (ATSIAC);
- Council of Elders; and the
- Office of Indigenous Community Engagement, Policy and Partnerships (ICEPP).

The University has established a First People's Sub Committee which was formed as part of the University's Equity Committee - chaired by and reports to the Deputy Vice Chancellor (Academic). The DVC (Academic) ensures the implementation strategy involves the University developing, resourcing and implementing a targeted strategy to recruit greater numbers of Aboriginal and Torres Strait Islander academic staff, including Griffith Higher Degree Research graduates. The Committee has five (5) members, four (4) of whom are Indigenous people/s. The Committee's role is to provide advice to the Equity Committee on strategies that will assist Griffith University to achieve the employment goals both in Academic and General staff appointments.

Table 8: Griffith University – Strategic Planning Framework 2018-2020



In 2017, a University-wide review of Indigenous Academic Leadership Arrangements was undertaken with key recommendations arising, including the appointment of a Dean of Indigenous Strategy and Education. This position was approved by the University Council in early 2018, and an internal recruitment and selection process undertaken. This process was finalised in August, 2018 but was unfortunately unsuccessful in filling the position. Since the arrival of the University’s new Vice-Chancellor in February, 2019, this position has since been reviewed and determined to be reshaped to Pro Vice-Chancellor level, with a new position description currently under development for approval by University Council.

5a Indigenous workforce data (2018 breakdown)

Table 9: Griffith University – Indigenous Workforce Data (2018)

Faculty	Level/position	Permanent		Casual/contract	
		Academic	Non-academic	Academic	Non-academic
Arts, Education and Law	Academic Level D / Associate Professor (Level D) in CAIA (1) Research Fellow Grade 1 / Griffith University Postdoctoral Fellow (1) Academic Level B / Lecturer (Level B) (3) Academic Level C / Senior Lecturer (Level C) (2) Academic Level C / Senior Lecturer (Level C) Indigenous Studies (1)	8		11	17
Griffith Business School	Academic Level E / Head of School (1) General HEW Level 7 / Manager (Postgraduate) (1) Academic Level C / Senior Lecturer (Level C) (1)	2	1	3	3
Griffith Health	Academic Level A / Associate Lecturer (Level A) in First Peoples Health (1) General HEW Level 5 / Business Support Officer (1) Academic Level E / Director, First Peoples Health Unit (1) General HEW Level 6 / First Peoples Health Engagement Coordinator (1) Academic Level B / Lecturer (Level B) (4) Academic Level B / Lecturer (Level B) in First Peoples Health (1) Academic Level B / Lecturer (Level B) in Nutrition and Dietetics (1) Research Fellow Grade 1 / Research Fellow Grade 1 (1)	9	2	19	6
Corporate Services	General HEW Level 4 / Business Support Officer (1) General HEW Level 4 / Client Services Officer (1) General HEW Level 4 / Finance Services Clerk (Accounts Payable) (1) Griffith Food Level 2 / Food & Beverage Attendant (1) General HEW Level 6 / Human Resources Adviser (1) General HEW Level 5 / IT Service Centre Support Analyst (1) Griffith Food Level 1 / Kitchen Hand (1) General HEW Level 4 / Project Contract Administrator (1) Griffith Food Level 4 / Restaurant Manager (1) General HEW Level 4 / Technology Support Attendant (1) General HEW Level 3 / Trainee Systems Administrator (1)		11		5
Griffith International	General HEW Level 5 / Administrative Officer (1)		1	2	1
Deputy Vice Chancellor (Engagement)	General HEW Level 6 / Administrative Coordinator (1) General HEW Level 5 / ATSITAP Coordinator (1) General HEW Level 10 / Director, GUMURRII Student Support (1) General HEW Level 6 / Indigenous Community Engagement Officer (1) General HEW Level 6 / Learning Assistance Officer (7) General HEW Level 8 / Office Manager (1) General HEW Level 6 / Research Support Officer (1) General HEW Level 7 / Senior Learning Assistance Officer (1)		14		20
Deputy Vice Chancellor (Academic)	General HEW Level 4 / Administrative Officer (Scholarships) (1) General HEW Level 4 / Student Services Officer (1) General HEW Level 4 / Library Campus Services Team Member (1)		3		6
Vice Chancellor*	General HEW Level 3 / Administrative Assistant (1) Research Fellow Level 2 / Research Fellow (1) Academic Level E / Professor of Indigenous Policy and Director of the Office of ICEPP (1)	2	1		2
Total		21	33	35	60

* Vice Chancellor's Faculty includes the Office of the Pro Vice Chancellor Logan Campus and the Division of the Senior Deputy Vice Chancellor.

6. Indigenous involvement in decision-making

The University fulfils its obligations to have an Indigenous Governance Mechanism under section 11 of the ISSP Guidelines nominated and appointed by the current Deputy Vice Chancellor (Engagement). The committee also elected to have a percentage of non-Indigenous people sit on the committee who have a vested interest in the delivery of Indigenous support programs across the University.

The Indigenous Governance Mechanism was established in 2017 and consisted of five (5) Indigenous and three (3) non-Indigenous staff detailed below in Table 10.

Table 10: Griffith University – Indigenous Governance Committee Membership (2018)

Name and Title	Duration of Service	Appointment
Shane Barnes A/g Director, GUMURRII SSU	23 August 2010 – current	A/g Chair
Jane Kilroy A/g Office Manager, GUMURRII SSU	14 November 2011 – current	Committee Member
Kerryn Brown Administration Coordinator, GUMURRII SSU	07 April 2003 – current	Committee Member
Kim Lees ATSITAP Coordinator, GUMURRII SSU	13 November 2006 – current	Committee Member
Shaneen Dalton Unit Secretary, GUMURRII SSU	05 January 2004 – current	Committee Member (Ex-Officio)
Michelle Wear Director, Student Success	18 February 1995 – current	Committee Member
Kim Marx Group Resource Manager, Corporate Business	13 April 2015 – current	Committee Member
Tracey Anderson Senior Finance Consultant, Corporate Business	04 October 2016 – current	Committee Member (Ex-Officio)

6a. Statement by the Indigenous Governance Mechanism

The Indigenous Governance Mechanism provides oversight of how ISSP-funded expenditure is prioritised, administered, and acquitted. The membership is 100% internal and comprised of a majority of Indigenous staff (i.e. from GUMURRII). All remaining members include key stakeholders and representatives from the University's Finance and Student Success teams.

In the role of Acting Chair of the Indigenous Governance Mechanism, Mr Shane Barnes has confirmed that the activities reported on within the ISSP Performance Report for 2018 are in-keeping with the ISSP Guidelines and represent a whole of university approach to Indigenous student outreach, engagement, education and research.

Throughout 2018, a total of four (4) Indigenous Governance Mechanism meetings were convened during the period 2018 being held on the 8th March 2018, 27th June 2018, 6th September 2018 and the 27th September (extra ordinary).

Minutes had been taken and recorded for all 4 meetings that were held over period of 2018. These papers can be found on Griffith University SharePoint as a matter of record for all committee members to view and access. In accordance with all official Griffith University meetings the following Standing Agenda items are tabled, discussed and reported:

1. Acknowledgement of Country
2. Apologies
3. Confirmation of minutes
4. Declaration of Interest
5. Chair's Report
6. Financial Report
7. Scholarship Report

8. GUMURRII Student Support Unit Report
9. Other business

All Indigenous Governance Committee Members participated and had an opportunity to contribute to the standing agenda items at each meeting.

INDIGENOUS STUDENT SUCCESS PROGRAMME – 2018 Financial Acquittal

Organisation

Griffith University

The following tables have a dual purpose of itemising actual income and expenditure associated with the ISSP in 2018 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 2018	\$3,176,570		\$3,176,570
Rollover of funds from previous year Email approval date:/....../2017	\$0		\$0
Interest earned/ royalties	\$0		\$0
Sale of assets		\$14,682	\$14,682
HEPPP		\$936,135	\$936,135
NHMRC		\$193,414	\$193,414
Donations		\$166,900	\$166,900
Various State or Commonwealth Department		\$4,522,648	\$4,522,648
Australian Research Council (ARC)		\$1,689,416	\$1,689,416
World Health Organisation		\$224,747	\$224,747
Private or industry funds		\$199,409	\$199,409
A. Total Income 2018	\$3,176,570	\$7,947,351	\$11,123,921

2. Expenditure (excluding GST)

Item	Actual ISSP (\$)	Estimate other funds (\$)	TOTAL (\$)
Salaries – Student support / recruitment / retention	\$1,169,147		\$1,169,147
Salaries - Administration	\$441,594		\$441,594
Travel – domestic	\$19,844		\$19,844
Travel – international			
Asset purchases		\$39,342	\$39,342
Conference fees and related costs	\$6,491		\$6,491
Tutoring	\$570,320		\$570,320
Student Support Unit Costs	\$301,479		\$301,479
Scholarships	\$278,628		\$278,628
Indigenous Research Unit	\$143,694	\$2,179	\$145,873

Indigenous Policy, Logan Elders, various engagement events etc.	\$117,246	\$446,860	\$564,106
HEPPP – Indigenous Outreach		\$936,135	\$936,135
External funds – Research (sources detailed in income table)		\$2,357,200	\$2,357,200
External funds – Scholarships (sources detailed in income table)		\$187,900	\$187,900
External funds – Curriculum Development and Delivery (sources detailed in income table)		\$4,451,435	\$4,451,435
University funds – Indigenous Scholarships		\$166,350	\$166,350
University funds – Curriculum Development and Delivery		\$2,041,189	\$2,041,189
University funds – Overheads		\$181,606	\$181,606
Unexpected funds returned to PM&C			\$0
B. Total Expenditure 2018	\$3,048,443	\$10,810,196	\$13,858,639
<i>C. Unexpended funds PM&C agreed to rollover</i>			
<i>D. Unexpended Funds to be returned to PM&C</i>	\$128,127		
E. TOTAL ISSP Funding use (B+C+D)	\$3,176,570		

Note: A-E must equal zero

3. Goods and Services Tax (GST) paid under ISSP - 1 January - 31 December 2018

- 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 2018 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: \$ Date remitted: / /	Amount 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

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)

 17.4.2019

(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 – 2018 CERTIFICATION

Complete this certification after reading the completed 2018 Performance Report and 2018 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 2018 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 2018 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: SHANE BARNES
Title: Acting Chair Indigenous Governance.
Signed: S. Barnes. Date: 24.4.2019

Certification made by Vice-Chancellor or equivalent delegate:

Name: MARTIN BERTS
Title: DVC ENGAGEMENT
Signed: M. Berts Date: 30.4.2019