



NOTRE DAME STUDENT  
ASSOCIATION

# STRATEGIC PLAN 2018-2021

**"For Students, By Students"**

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**“We wish to acknowledge the traditional custodians of the land we are situated on, the Whadjuk people. We wish to acknowledge and respect their continuing culture and the contribution they make to the life of this University, this city and this region.”**

# PRESIDENT'S MESSAGE

Since 1996 the Notre Dame Student Association (NDSA) has represented, supported and acted as an advocate for the needs of Notre Dame Students on the Fremantle campus.

From those small beginnings twenty-two years ago the NDSA has grown and changed a great deal. The success of our organisation to date is due to the hard work and passion of all those elected students who have served their peers and improved the student experience at the University of Notre Dame. They volunteered their time because they understood how important student representation is.

In recent years the NDSA has implemented many changes that have sought to further grow and strengthen our organisation. This comprehensive strategic plan is about building on that work and setting out a plan for the next four years. This plan will not only ensure the long term viability of our organisation, but also guarantee our continued relevance to the whole student body.

The ongoing growth of the NDSA and our ability to continue serving and representing students will stand the greatest chance of success through the strengthening of our organisation's financial and operational capabilities.

Whilst strengthening our financial and operational capabilities we must also continue to work in partnership with Notre Dame. The NDSA and Notre Dame share a vision to ensure students develop and flourish throughout their studies. Students succeed when the NDSA and Notre Dame promote and actively engage in a culture of collaboration, open communication and partnership. The NDSA should seek to harmonise as much as possible with the strategic plan of Notre Dame, whilst also ensuring at all times we are putting the interests of students first.

As Notre Dame approaches its 30th anniversary in 2019 a new chapter begins in the life of our University. We look to the past for guidance and to be reminded of where we come from always remembering the old adage, "from little things, big things grow," but we also must be ready for the future. Tomorrow is full of potential and the challenges of the future are there to be faced together, in partnership, with the strength of both our organisations being key to our ongoing success.



## **Dylan Gojak**

2018 PRESIDENT

Notre Dame Student Association



# OUR VISION

TO BE A PROFESSIONAL STUDENT RUN ORGANISATION THAT IS ALWAYS WORKING IN THE INTERESTS OF OUR MEMBERS AND PROVIDING THEM WITH THE BEST POSSIBLE STUDENT EXPERIENCE.

# OUR MISSION

**1.**

*To be a strong voice that represents and advocates on behalf of Notre Dame students;*

**2.**

*To support students in their academic, welfare, social and spiritual pursuits whilst studying at Notre Dame;*

**3.**

*To continue developing a strong student community that prides itself on being respectful and inclusive;  
and*

**4.**

*To encourage and facilitate student participation in University decision making.*

# OUR VALUES

## **INTEGRITY**

Acting at all times with integrity and being open and honest in our behaviour.

## **SERVICE**

That is responsive, accessible, fair and always serving students first.

## **INCLUSIVITY**

Acknowledging diversity in all that we do and respecting the inherent dignity of every student.

## **AUTONOMY**

For students by students, control of student affairs underpinned by democratic decision making.

## **ENGAGEMENT**

Consistently consulting with our students, reflecting their views and clearly communicating the actions of the NDSA.





# The Plan

**The NDSA's 2018-2021 strategic plan sets out a number of strategic priorities that have been identified by the Council. These are based on an analysis of the NDSA's actions over the past few years and stakeholder feedback. The priorities are aimed at ensuring NDSA not only continues to deliver for all students, but also that we are striving towards our vision always achieving our mission and living out our values in everything we do.**

# 1.

## MOVING TOWARDS GREATER PROFESSIONALISM

Strengthening our financial and operational capabilities provides NDSA with the ability to build greater professionalism in line with our vision. Our continued growth is directly linked to our ability to ensure financial and operational sustainability over the long term. By developing and pursuing new internal and external income streams and implementing new operational policies and practices, NDSA will be better equipped to professionally and independently represent the interests and needs of all students.

## The NDSA will:

Work closely with students and Notre Dame on any future introduction of the Student Services and Amenities Fee (SSAF).

Build NDSA's Sponsorship capabilities.

Grow NDSA's discount program membership to 2500 members.

Increase financial transparency.

Review current financial practices to ensure they are relevant.

Work in partnership with Notre Dame to adequately resource and invest in regular training and professional development of student leaders.

Ensure the NDSA is always strengthening and working collegially with Notre Dame and other relevant partners.

## Measure for Success:

Students are actively consulted and generally supportive of the introduction of SSAF.  
If students are supportive of the SSAF aim for a 2021 implementation.

Creation of new Sponsorship partnerships with 40% of NDSA's events and initiatives being sponsored by 2021.

2500 discount program members by 2021.

Annual budgets and annual financials are made easily accessible on the NDSA's website by 2018.

Annual financial audits.

Implement a skills training budget for student leaders in conjunction with Notre Dame.

Regular meetings are conducted with staff, feedback loops are closed and relationships of mutual trust and respect are attained and maintained throughout a range of University departments Monthly meetings are conducted with the City of Fremantle.

Ensure the NDSA is complying with relevant regulatory, University, and Constitutional requirements.

Annual governance performance reviews.

Investigate the employment of staff support to assist with knowledge transfer from year to year and assist in the day to day administrative duties of the NDSA.

Complete a report into the feasibility of employing staff by 2020.

Enter into a formal partnership or memorandum of understanding with Notre Dame.

Execute by 2019.



## 2. STRONG REPRESENTATIVE VOICE

Being a strong representative body with a clear student voice is integral to the NDSA. The independent and democratic nature of the NDSA's voice is a positive addition to Notre Dame's success and the way it functions. Being run by students for students means that the interests of students will always remain our first priority. The strength of NDSA's voice relies upon the strength of its elected representatives. It is crucial that the NDSA has the practices, policies and operational capabilities in place to enable its strong representative voice and ensure the ongoing viability and relevance of the organisation.

## The NDSA will:

Ensure high quality representation and advocacy is provided to all students and that recognises student diversity.

Ensure timely and consistent communication with students in responding to their needs and issues.

Consult widely with and seek feedback from other on campus representative groups such as clubs and societies and school-based student committees.

Ensure elected representatives are provided with an excellent induction and in depth handovers from previous representatives.

Increase awareness and involvement in annual NDSA elections.

## Measure for Success:

Annual student feedback surveys are conducted.

Review of the NDSA communications processes completed.  
Review of student feedback surveys completed.

Regular consultative meetings held with interest groups and Clubs Council.

The NDSA Handover is in accordance with the Handover Policy and effective knowledge transfer occurs between elected representatives.

Annual induction training undertaken at commencement of new terms.

Annual increases in voter turnout.  
Annual increases in candidates running.



Ensure voting is accessible, simple and transparent.

Election software tailored to the NDSA is invested in and implemented. Elections are externally operated and monitored by 2021.

Aim for financial remuneration for all NDSA Executive members commensurate with the roles and responsibilities they are undertaking.

Executive members are able to dedicate greater time and energy to the leadership, administration and ongoing operation of the NDSA.

# 3.

## A PLAN FOR SUPPORTING STUDENTS IN THEIR ACADEMIC, WELFARE, SOCIAL AND SPIRITUAL PURSUITS



# Social Pursuits

## Events and Student Clubs

**Providing inclusive, diverse and exciting social events for students is a high priority for the NDSA. We recognise that the university experience extends beyond the classroom and it is our aim to continue growing a campus culture that remains open and responsive to student needs and expectations. The NDSA believes providing a great student experience that complements a student's academic experience is vital to ensuring our community continues to grow and flourish.**

**Active student clubs and societies are an integral part of building campus culture and improving the overall student experience. The NDSA must invest its time and resources in order to maximise club engagement and ensure their ongoing growth. The NDSA must also make it easier for clubs to operate and sustain themselves by better communicating how it can assist them, through streamlining processes and connecting them with more students.**

### The NDSA will:

Write an Events Policy and implement new practices that ensures all NDSA events are inclusive and accessible to all students.

Increase the free food budget annually by \$200.

Activate ND3 through regular pop up events in the space.

Strengthen Clubs Council with new terms of reference that will ensure its purpose is clear and will provide clubs with a stronger voice in guiding the direction of the university community.

Increase positive social relationships between the NDSA and affiliated clubs and build better club to club ties.

### Measure for Success:

Higher levels of attendance at NDSA events. Annual review of events.

More free food events are hosted for members.

Free food is available for students during study weeks and exam periods.

More students using ND3.

New terms of reference in place by 2018, with regular Clubs Council meetings and feedback being sought annually on clubs' experiences of Clubs Council.

Increased club participation and active engagement with Clubs Council.

Increased attendance at the annual clubs' award night and annual clubs' sundowner.

Provide the Clubs Director with an office space that gives them the ability to always be easily accessible to clubs.

Increases in clubs' members seeking out the Clubs Director for advice and support. The office space is accessible and well utilised.

Secure an increase in funding from Notre Dame to go towards affiliated clubs grants. Amend University Policy to allow for a \$100 increase in the club grant in 2019, with an annual review of club grant funding thereafter.

Increases in student membership of affiliated clubs. Increases in club social events on and off campus. Improvements to campus culture generally.

Host two Clubs Fairs annually during Wellness Weeks.

Increases in clubs attending the fair and student sign ups to clubs.

Better publicise club and society events.

Increases in student attendance at club and society events.

Ensure the process for joining a club is promoted better and also ensure clubs are equipped with skills that help gain and retain members.

Annual surveys of club's members. Increases in engagement from new students with affiliated clubs over the long term.

# Academic Pursuits

Academic assistance and advocating for students throughout their studies goes to the very heart of the reason for NDSA's existence. The advocacy NDSA provides when it comes to academic matters will be strengthened over the next four years, and it will ensure students are always given the high quality academic representation they deserve.



## The NDSA will:

Draft a Textbook Policy in partnership with Notre Dame.

Continue advocating for the protection of students' rights by investigating and calling for student grievances and by providing representation for those students who have grievances.

Work with relevant Schools on the implementation of school-based student advisory groups to resolve school-based issues and close feedback loops.

Ensure the Academic Director is up to date and can provide advice on University policies and procedures relating to academic matters.

Advocate for greater access to recorded lectures during study periods for the purpose of revision.

Advocate for a review of University Disciplinary processes in consultation with the Academic Director, Student Affairs Committee and National Students Board.

## Measure for Success:

Prescribed textbooks are relevant and well utilised through the entirety of the unit.

Student grievances are resolved in a timely manner. The processes for providing feedback or lodging a grievance are simple.

Student representation on the Deans' Consultative Committee across all Notre Dame Schools by 2021.

Regular training and in depth annual handovers between outgoing and incoming Academic Directors.

Full implementation by 2020.

Disciplinary processes are up to date, reflect best practice and are in line with tertiary sector standards.

Pursue the development of and continue advocating for a green space on Croke Street to be used by Notre Dame students and the general public.

The support of and funding from Notre Dame and the City of Fremantle secured by 2019. Construction commencing 2020.

Be aware of academic matters of concern to our students.

Regular annual surveys conducted.

Advocate for the end to monetary library fines with an alternative non-monetary fine to be implemented.

No monetary library fines by 2019.

Push to have smart rider and swipe card capabilities added to the student ID.

Students are consulted and supportive of the idea. If students generally supportive implementation with Notre Dame by 2019.

Oppose any future summer exams in Drill Hall until sufficient ventilation has been installed.

Exams are relocated to appropriate venues until sufficient ventilation has been installed.

Investigate better options for International and Residential students regarding the current University Alcohol Policy.

New policy implemented in partnership with Notre Dame by 2018.

Ensure the Academic Director opens up better lines of communication with other WA Guilds' Education Vice Presidents.

Bi-annual round table discussions held.

Ensure the NDSA is represented on the Learning and Teaching Committee and other relevant academic committees, boards and working groups.

The Academic Director represents the NDSA on all relevant academic boards and committees within Notre Dame.

# Welfare

The NDSA is committed to ensuring its students are happy, healthy and getting the support they need as they travel through their university journey. The NDSA seeks to consider the safety and well-being of Notre Dame students in all that it does. The NDSA aims to work as much as possible in partnership with Notre Dame when it comes to providing welfare support and services.



### The NDSA will:

Continue the ongoing mental health campaign.

Continue the ongoing sexual health and consent campaign.

Continue the ongoing axe the tax campaign and provision of free sanitary products in female bathrooms.

Represent and resolve the welfare concerns of our students.

Continue providing financial assistance to students in financial emergency and increase general student awareness of the NDSA Assist Fund and the work of the Assist Officer.

Conduct mental health first aid training for Council members and other student leaders.

### Measure for Success:

Students feel comfortable asking for help and accessing university services.

Students feel comfortable asking for help. Students have an awareness of services they can access on and off campus and of relevant resources which are easily accessible on campus.

Female students use free sanitary products when they require them. The NDSA continues to lobby relevant members of Parliament to see the GST removed from female sanitary products.

Annual comprehensive welfare survey of students conducted.

Annual increases in students applying for assist grants.

Conducted annually.



Actively engage with minority groups on campus in order to seek feedback and advice on how to improve their student experiences.

Surveys conducted and consultative meetings held regularly.

Ensure women can be included in the games played at the annual Founders cup.

Implemented by 2018.

Advocate for greater student access to an on campus gym in Customs House.

Implemented by 2019, in partnership with Notre Dame.



# Spiritual

Helping students to achieve their full spiritual potential is something unique to Notre Dame and the NDSA. Assisting students to have a greater understanding of their own faith and spirituality not only assists in adding meaning and value to their lives but also in shaping their own identity.



### The NDSA will:

Investigate the addition of a faith-specific officer role to the NDSA Council.

Provide more opportunities for faith and spirituality specific events.

Collaborate with Campus Ministry on an annual "What is Faith?" lecture series, which would invite notable Catholic and non-Catholic speakers onto campus to speak about different faith and spirituality topics.

Host an annual Interfaith lunch providing opportunities for students, staff and community members of different faiths to come together.

### Measure for Success:

Students consulted on the role and how it would operate with a view for introduction by 2019.

More students of faith engaged.

More students engaged in discussions of faith and spirituality.

Attended by a range of students, staff and community members of different faith backgrounds.



4.

# A RESPECTFUL AND INCLUSIVE COMMUNITY



**Continuing to build a culture of respect and inclusion is vital to the ongoing success of Notre Dame. The NDSA and Notre Dame must work together to better harness the diversity of ideas and backgrounds in the community and to ensure meaningful communication and active engagement with all students. To be a respectful and inclusive community is to be a successful community.**

**Respecting the inherent dignity of every student is something that is important to both the NDSA and Notre Dame. The NDSA aims to work in partnership with Notre Dame to continue developing institutional policies, practices and approaches that ensure under-represented, disadvantaged or diverse student groups are given support and opportunities to feel empowered and succeed in their academic pursuits.**

### **The NDSA will:**

Advocate for Notre Dame to implement into the first year academic integrity units, educational training on consent and respectful relationships.

Advocate for the trial of equity and diversity training for incoming and existing Notre Dame student leaders and staff.

Work with Notre Dame on the implementation of Indigenous cultural safety training modules for staff and students.

Work with LGBTIQ+ students and Notre Dame on the affiliation of a student group for LGBTIQ+ students.

Work with Notre Dame on the implementation of a gender transition guide to better assist and support transgender students.

Continue to celebrate National Reconciliation week.

### **Measure for Success:**

Implemented by 2019.

Implemented by 2019.

Implemented by 2019.

The student group provides opportunities and support for LGBTIQ+ students and is open to all members of the student community. The student group reflects the values and vision of Notre Dame as a supportive and loving community.

Notre Dame is supportive of the affiliation and the model of the student group.

Implemented by 2019.

At least two on-campus events organised during the week.

Ensure a diversity of student voices are considered, respected and reflected in all that we do.

Feedback consistently sought from diverse student groups through formal and informal mechanisms.

Work with Notre Dame and Aboriginal and Torres Strait Islander (ATSI) students to pursue new events and initiatives that empower ATSI students and inform and engage the broader student community.

Annual lecture series held on issues related to Reconciliation and Indigenous cultures. Cultural events held more regularly.

Change the Equity & Access Officer role into three specific officer roles; Queer Officer, ATSI Officer and Disabilities Officer.

Implemented by 2020. Better representation for LGBTQ+, ATSI and students with disabilities.



# 5. STUDENT PARTICIPATION IN UNIVERSITY DECISION MAKING

Ensuring students have the ability to participate and actively contribute at all levels of university decision making is an important mission of the NDSA and is beneficial to the ongoing success of Notre Dame. Students are the foremost and most fundamental stakeholder in any university, and decisions and processes undertaken by Notre Dame should ensure the student voice is always present at the decision-making table. Student contributions and their respective roles and responsibilities should be viewed as legitimate and necessary to the good governance and functioning of Notre Dame.



### **The NDSA will:**

Advocate for student representation on the Board of Directors.

Work with Notre Dame to ensure institutional attitudes are implemented and promoted that empower student leaders as valued and legitimate partners in decision making processes.

Work with Notre Dame and staff on new strategies and policies aimed at identifying decision making processes where there can be a greater sharing of power over certain decisions between staff and student leaders.

Implement regular publicity campaigns that demonstrate the effectiveness of student participation in academic and university governance and the outcomes of student participation in University decision making.

### **Measure for Success:**

Implemented by 2021.

Greater self-efficacy and role efficacy amongst student leaders.

Staff are comfortable and willing to engage in power sharing.

Students have a greater understanding of how student participation works and what can be achieved by it.



**For**

**Students**

**By**

**Students**



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