



## ANU Student Support Space Working Group Terms of Reference

### Introduction

1. This Terms of Reference sets out the ANU Student Support Space Working Group's objective, purpose, roles and responsibilities, authority, composition and tenure, reporting and administrative arrangements.
2. The Working Group is formed under the authority of the Deputy Vice-Chancellor Education Portfolio.

### Objective and Purpose

1. The objective of this working group is to, with the assistance of both students and staff stakeholders, co-design a service space that is student-led, safe, accessible, and engaging to students at ANU.
2. The purpose of this space is to provide diverse, student-led support for students across all aspects of university life, including mental health and wellbeing. It will serve as a welcoming, kind and capacity building space where students connect with peers, share experiences, access resources, and receive guidance. The space will promote awareness, skills and strategies for managing challenges, encourage self-direction, and offer practical assistance when needed. As a student-led initiative, it will also create opportunities for peer training, learning and skills development, complementing, enhancing and referring to services offered by existing university teams and support networks.
3. In the process of completing this work the Working Group will:
  - a. Develop a model and name that uniquely fits the ANU context and builds from the strengths and initiatives in place.
  - b. Consult with students from diverse backgrounds and areas to ensure their needs are met in the design; and,
  - c. Develop a governance model that includes students.

### Roles and Responsibilities

The Working Group's responsibilities are to:

- a. Review existing models for student-led supports by benchmarking other institutions.
- b. Assess and determine students' needs and preferences regarding the range of services and supports to be delivered through student-led initiatives.
- c. Determine mechanisms through which the student support space can leverage and enhance current ANU services and initiatives.
- d. Identify and specify the training and support resources required to ensure the effectiveness of the student support space, including costing considerations; and,
- e. Submit a draft for a pilot project with scope for further development and expansion.

- f. Actively engage and maintain communications with relevant local networks to support collaboration, information sharing and alignment of objectives.
- g. Develop, facilitate and report on a co-design process with students and staff stakeholders for the pilot program

## Composition and Tenure

1. The Working Group will consist of two Co-Chairs and the following membership:
  - The Chair will be shared by a staff member (Professor Lyndall Strazdins) and a student member (TBC)
  - The Dean of Students
  - College Student Administration and Education Support Manager
  - Ex officio, a representative from Inclusive and Respectful Communities team
  - Ex officio, a representative from the Student Safety and Wellbeing team
  - Ex officio, a representative from the Residential Experience Division
  - Ex officio, a representative from the Learning and Teaching Division
  - Ex officio, a representative from the Research and Innovation Portfolio
  - The ANUSA President of their nominee
  - At least one Aboriginal and Torres Strait Islanders student
  - At least one international student
  - Two undergraduate students and one postgraduate student with a focus on mental health and disability, international, BIPOC experience (where possible)
  - One postgraduate student from a Master in Professional Practice or Clinical Psychology
2. The Co-Chairs will be responsible for reporting to the Deputy Vice-Chancellor Education on behalf of the Working Group.
3. Working Group members will be appointed until December 2026, after which point the Working Group will cease upon the deliver of the final design and implementation plan.
4. An appointed member may resign from the Working Group in writing to the Chairs.
5. The Chairs will have regard to the need for diverse lived experience representation in the Working Group's membership when appointing to roles which are not ex officio

## Responsibilities of Members

1. Members of the Working Group are expected to understand and observe the legal requirements of the Australian National University Act 1991, the Public Governance, Performance and Accountability Act 2013 and University legislation.
2. Members are also expected to:
  - a. Act in the interest of the University as a whole
  - b. Contribute the time needed to study and understand the papers provided and complete the work assigned between meetings including consult with students and staff to design the student support space, and
  - c. Apply good analytical skills, objectivity and judgment

## Reporting

The Working Group, with leadership from the Co-Chairs, will provide reports to the Deputy Vice-Chancellor Education

## Administrative Arrangements

1. The Inclusive and Respectful Communities team will provide administrative support to the ANU Student Support Space Working Group.
2. Meetings: the Working Group will meet at least one per month on dates determined by the Chairs. A forward meeting plan, including meeting dates, location and agenda items, will be determined by the Chairs. The forward meeting plan covers all its responsibilities, as detailed in this Terms of Reference.
3. Attendance and Quorum: A quorum consists of at least 50 per cent of the Working Group members who hold office. A member of the Working Group who is unable to attend a meeting of the Working Group may nominate an alternate with the approval of the Co-Chairs. The Co-Chairs may request any other ANU employee and/or external party to attend Working Group meetings or participate in certain agenda items. Observer status will be facilitated where appropriate.
4. The Secretariat will ensure the outcomes of the meetings are recorded and maintained. They must be approved by the Co-Chairs and circulated to all members of the Working Group.

## Duration

The Working Group will operate for the duration of the project, commencing in January 2026 and continuing until the Student Support Space is fully established and operational. A pilot program is expected to be implemented within six months, with periodic reviews undertaken to ensure ongoing alignment with project objectives and priorities.