

# Indigenous Student Success Program Grants Committee Charter

## Section 1 - Charter

(1) The Indigenous Student Success Program Grants Committee Charter sets out the membership, responsibilities, authority and operations of the Indigenous Student Success Program Grants Committee of Southern Cross University.

(2) The Indigenous Student Success Program Grants Committee (ISSPG Committee) is established to meet the requirements of the Federal Government's [Indigenous Student Success Program](#) (ISSP).

### Responsibilities

(3) The ISSPG Committee is responsible for advising the Vice-Chancellor on, reviewing, making recommendations about, and monitoring the use of ISSP grants.

(4) In formulating and determining its advice, the ISSPG Committee works collegially and by consensus.

### Membership

(5) The Vice-Chancellor shall determine the membership of the ISSPG Committee from time to time whilst being guided by the following principles:

- a. there should be no less than three members,
- b. members should have appropriate skills and experience, and
- c. the Chair and a majority of members should be Indigenous persons.

### Attendees

(6) Non-members may attend and contribute to meetings of the ISSPG Committee at the determination of the Vice-Chancellor or at the invitation of the Chair.

### Meetings

(7) The ISSPG Committee must meet at least twice a year, or as determined by the committee itself, or as determined by the Vice-Chancellor.

(8) Meetings are held online, with a quorum being three members.

### Flying Minute

(9) The Chair may determine that urgent matters requiring the ISSPG Committee's approval between meetings may be conducted by flying minute.

### Secretariat

(10) The ISSPG Committee Secretary shall be appointed by the Vice-Chancellor and is responsible for:

- a. preparing and distributing agendas and supporting papers no less than five days prior to meetings,
- b. preparing meeting records in the form of formal minutes, and
- c. circulating agendas and minutes of meetings to all members and the Vice-Chancellor.

## **Amendment, Modification or Variation**

(11) This Charter is issued by the Vice-Chancellor and may be amended, varied or modified in writing by him.

# **Section 2 - Current Members and Attendees**

## **Members**

Professor Stuart Barlo (Chair) – Dean, Gnibi College of Indigenous Australian Peoples

Anthony Olive – Manager, Indigenous Australian Student Services

Professor Thomas Roche – Nominated representative of the Vice-Chancellor

Natasha Straub – Business Process Engineer

## **Attendees**

Virginia Ingham – Administrative Officer

Carlene Grace – Finance Business Partner

Ruth Flower – Senior Student Management Officer

Owen Trembath (Secretary) – Senior Governance Officer

## Status and Details

<b>Status</b>	Current
<b>Effective Date</b>	20th January 2026
<b>Review Date</b>	20th January 2029
<b>Approval Authority</b>	Vice-Chancellor
<b>Approval Date</b>	20th January 2026
<b>Expiry Date</b>	Not Applicable
<b>Responsible Executive</b>	Tyrone Carlin Vice-Chancellor +61 2 66269189
<b>Head of Work Unit</b>	Mark Dixon Director, Governance Services
<b>Enquiries Contact</b>	Governance Services