



**Australian
National
University**

Terms of Reference - Indigenous Strategy Working Group

Introduction

The Australian National University is committed to the advancement of Aboriginal and Torres Strait Islander people and strive to deliver a range of academic, research and community engagement initiatives and support mechanisms aimed at empowering Aboriginal and Torres Strait Islander students and staff to succeed in their educational and professional pursuits.

The Indigenous Strategy Working Group will work collaboratively to enact the University value of respecting, celebrating and learning from First Nation peoples. The Terms of Reference sets out the Working Group's objective, authority, composition, roles and responsibilities, reporting and administrative arrangements.

Objective

The ANU is dedicated to fostering a culture of respect and inclusion by embedding the University's values of equity and diversity into every aspect of our study, work, and living environment. The Working Group's objective is to lead and coordinate efforts toward fulfilling the University's commitment to significantly enhancing higher education, research, and employment outcomes for Aboriginal and Torres Strait Islander people. Through sustained initiatives and ongoing engagement, we aim to ensure that the principles of equity, respect, and justice are integral to all facets of ANU activities.

Authority

This Working Group will operate under the scope of the Terms of Reference and under the authority of the Vice-Chancellor as the Chair of the Working Group.

Membership

The Working Group will consist of:

- a) ex officio, Vice Chancellor, Chair
- b) ex officio, a College Dean, Deputy Chair
- c) ex officio, Vice-President First Nations
- d) ex officio, Deputy Vice-Chancellor (Research and Innovation)
- e) ex officio, Deputy Vice-Chancellor (Academic)
- f) ex officio, the General Manager of each College
- g) ex officio, Chief People Officer
- h) ex officio, representative from ANU Communications and Engagement
- i) ex officio, President ANUSA
- j) ex officio, University Librarian (Chief Scholarly Information)
- k) ex officio, Head of Inclusive and Respectful Communities
- l) ex officio, Senior Consultant, Indigenous Employment & Retention

- m) at least four professional staff members
- n) at least four academic staff members
- o) at least one Indigenous student, if not included in the above roles
- p) at least one Indigenous academic staff member, if not included in the above roles
- q) at least one Indigenous professional staff member, if not included in the above roles
- r) representative from Inclusive and Respectful Communities (Secretariat)

Roles and Responsibilities

The Working Group responsibilities are:

- a) Provide a platform for meaningful dialogue, understanding, and collaboration across the different areas of the university. This includes addressing historical injustices, promoting restoration, and incorporating reconciliation principles into organisational practices and policies.
- b) Develop the ANU Indigenous Strategy including identifying current activities and gaps across the agreed domains, developing KPIs and reporting mechanisms.
- c) Monitor the implementation of the ANU Innovate RAP 2024–2026
- d) Monitor and support reporting at the Indigenous Strategy Working Group on the Aboriginal and Torres Strait Islander Employment Committee, which oversees the Aboriginal and Torres Strait Islander Employment Strategy, to support and advance its initiatives.
- e) Be the conduit for the coordination of activities across the university to implement, monitor and refine the Indigenous participation, engagement, education and research
- f) Assist with the collation of information to meet reporting requirements.
- g) The Chair is authorised, where necessary, to take executive action on behalf of the Working Group between meetings and will report to the Working Group as soon as practicable on any executive action taken.

Responsibilities of Members

Members are expected to:

- a) Act in the best interests of the university
- b) Act in good faith, honestly and for a proper purpose.
- c) Exercise appropriate care and diligence
- d) Contribute to the University's ongoing efforts to improve Aboriginal and Torres Strait Islander education, research, engagement and employment
- e) Contribute the time needed to engage in the actions as stated in section 5 and any task allocated to their position and/or area

Reporting

The Working Group, with leadership from the Chair or Deputy Chair, will provide regular reports to the ANU IDEA Governance Committee on its operation and activities.

An annual report on actions undertaken will be made available to the ANU community on the website.

Administrative Arrangements

a) Meetings

- The Working Group will meet four times per year on dates determined by the Chair.
- The Chair may call a meeting if required.

b) Quorum

- A quorum will consist of 50 per cent of members (rounded up to the nearest whole number).
- Meetings can be held in person or digitally with members expected to indicate their mode of attendance in advance of the meeting.
- A Working Group member who is unable to attend, may nominate an alternate attendee.
- The Chair may request any other ANU employee and/or external party to attend a meeting or participate in certain agenda items.

c) Secretariat and Support

- Secretariat support will be provided by the Inclusive and Respectful Communities team including scheduling of meetings, supporting agenda preparation and report writing as required.

Conflicts of Interest

- Working Group members must declare any material personal interests at the start of each meeting or before discussion of the relevant agenda item or topic. Details of material personal interests declared, and actions taken, will be appropriately recorded in the minutes.

Assessment and Review

- The Chair will initiate an annual review at the end of the first year in 2025, and subsequently, biennial reviews of the performance of the Working Group, and the Terms of Reference, with appropriate input sought from Working Group members.