WESTERN SYDNEY
UNIVERSITY



Indigenous Governance Mechanism

Committee Charter

INDIGENOUS GOVERNANCE MECHANISM COMMITTEE CHARTER

Western Sydney University's Indigenous Governance Mechanism (IGM) is a requirement for receiving Indigenous Student Success Programs (ISSP) funding issued by the Department of Education (DoE) and in conjunction with The Higher Education Support Act 2003 (HESA) and the Indigenous Students Assistance Grants Guidelines 2017 (ISSP Guidelines).

ISSP builds on other Commonwealth assistance so universities can prioritise and accelerate improvements in academic achievements by Aboriginal and Torres Strait Islander people. The IGM and the charter that supports it are considered policies or processes for using an ISSP grant consistent with Section 37 of the ISSP Guidelines.

1. Role

The IGM is responsible for advising on, reviewing, making recommendations about, and monitoring the use of ISSP grants. The IGM is also required to authorise the finance and performance reports required under Section 17 of the ISSP Guidelines. The IGM will receive regular reports on progress of ISSP activities and finances and will be involved in prioritising any additional funding that may flow from the mid-year reallocation process.

2.Terms of Reference



The IGM will:

- Generate minutes for all meetings
- Monitor action items
- Ensure all members are familiar with current ISSP Guidelines
- Review, analyse and plan all ISSP funded activities
- Consider and evaluate recommendations for ISSP funds
- Regularly monitor ISSP funds expenditure
- Monitor compliance with ISSP Guidelines and with WSU policy
- Review the annual ISSP performance Review

3.Membership

All members of the IGM must be Indigenous. The IGM is Chaired by the Deputy Vice-Chancellor Indigenous Leadership or their delegate.

The position of Deputy Vice-Chancellor Indigenous Leadership has authority within the governance structure of WSU to determine funding expenditure in accordance with relevant WSU delegations. In alignment with the ISSP Guidelines, the majority of IGM members are able to participate in relevant WSU mainstream committees.

This ensures Indigenous student and staff issues are appropriately considered in WSU decision making and planning. When required, the IGM will invite relevant staff, such as the DVCIL Finance Partner, to join an IGM meeting.

The IGM shall consist of the following members:

- Deputy Vice-Chancellor, Indigenous Leadership (Chair)
- Pro Vice-Chancellor, Indigenous Education
- Director of Indigenous Futures
- Director of Badanami Centre for Indigenous Education
- Director of Operations, Division of Indigenous Leadership

4. Terms of Office

IGM membership is based on ISSP Guidelines and includes appropriate representatives in the following areas:

a) Appropriately qualified senior Indigenous Australian academic staff with strong tertiary education experience
b) Indigenous people with experience in workforce strategy and cultural competency
c) Indigenous people with experience in student support services and product delivery

IGM members serve on the IGM for the duration of their substantive role, unless the Charter is amended.

5. Conflict of Interest

IGM members are required to register their interests, as per WSU protocols and must declare any conflicts of interest at the start of each meeting or before discussion of the relevant agenda item or topic. Details of any perceived conflicts of interest will be appropriately recorded.

Where members or observers at IGM meetings are deemed to have a real or perceived conflict of interest in relation to a matter before the IGM, the IGM members may elect to excuse the members or observers from IGM deliberations of the matter.

6. Review

The Charter will be reviewed annually to ensure it remains relevant and effective in achieving the IGM's objectives.

In accordance with the ISSP Guidelines, this Charter is publicly available on the WSU website.

7. Meetings

The IGM meets quarterly annually and may meet electronically, on an ad hoc basis, as determined by the Chair.

Meetings will be Chaired by the Deputy Vice-Chancellor Indigenous Leadership or their delegate.

Quorum must be met which equates to at least 50% of the IGM members to be in attendance. If a quorum is not present within 10 minutes of the stated commencement time, the meeting shall automatically lapse and the business on the agenda shall be included in the agenda for the next meeting or managed via email meeting for urgent matters.

Approved at the Indigenous Governance Meeting on 10 September 2026.