

Queensland International Student Advisory Panel (QISAP)

Guidelines

Background

The International Education and Training Unit's main role is to implement the *International Education and Training Strategy to Advance Queensland 2016- 2026*. The International Education and Training Strategy (IETS) includes student experience as one of four strategic imperatives. Through Initiative 20 "*Harnessing the student voice*", we will work with the Council of International Students Australia (CISA) to create the Queensland International Student Advisory Panel (QISAP). The Panel will play a role in advising on the needs of international students. The panel will provide advice on policy and programs and co- design a student leadership forum relating to international education and training. Representation will span students from all sectors and membership of CISA is not a requirement.

Study Queensland

Study Queensland profiles Queensland as a leading study destination. It represents Queensland's international education and training providers and the quality education and training they offer. The Study Queensland brand is managed by the International Education and Training Unit (IETU) – a unit within Queensland Government's global business agency, Trade & Investment Queensland. The Queensland Government is committed to working in partnership with international education and training providers and institutions to build a sustainable education and training industry for Queensland. By working across government and in partnership with industry, IETU provides leadership and support to Queensland's international education and training industry and works to enhance the experience international students have before, during and after their study in Queensland.

Council of International Students Australia

The Council of International Students Australia (CISA) is the national peak student representative organisation for international students studying at the postgraduate, undergraduate, private college, TAFE, ELICOS and foundation level. . CISA lobbies the government and peak education sector bodies on a national and state level and interacts with education organisations as well as with campus-level student associations. In 2017, CISA is representing around 550,000 international students in Australia.

CISA executive members based in Queensland will be invited to be part of the QISAP in addition to the 10 student representatives.

Student Eligibility Criteria

To be eligible to be part of the QISAP, student must:

- 18 years old or over
- An international student studying in a CRICOS registered course in Queensland or be an international student who recently graduated from a CRICOS registered course in 2017
- Have studied at least a term or a semester in Queensland prior to nominating
- Be staying in Queensland at least end of 2018
- Have served no more than one year in the QISAP program

Scope of QISAP

QISAP forms part of overall governance of the IETS and works closely with the Regional Community of Practice. For the panel to be representative of student views the membership should represent the diversity of Queensland's student cohort including a mix of gender, sector, countries and regions.

The QISAP will:

- provide advice to the Study Queensland on policy and programs relating to international student experience in Queensland;
- act as a means of consultation with students on new initiatives, student experience programs and how best to implement them;
- report on emerging trends and issues from across the regions that impact students;
- work in tandem with state-wide student hubs and regional clusters to promote access and engagement by international students;
- partners in designing the Queensland International Student Leaders Forum and International Students Meet Parliament event; and
- partners in designing the International Education & Training Excellence Awards.

Related initiatives of the International Education and Training Strategy to Advance Queensland 2016-2026

Initiative title	Nature of the relationship
Initiative 3 IET Summit	The QISAP will be invited to attend the annual IET Summit and may be part of the summit program.
Initiative 15 Affordable and quality accommodation	The QISAP will report to IETU about accommodation issues in their region
Initiative 16 Transport connectivity and accessibility	The QISAP will report to IETU about public transportation issues in their region.
Initiative 17 Enhancing employability	The QISAP will provide feedback on employability related projects such as IETU Internship program.
Initiative 20 International Students Meet Parliament (ISMP)	The QISAP will design and facilitate a 2 day Leadership Forum during the ISMP event in October.
Initiative 26 Regional best practice network – RCoP	The QISAP members will engage with RCoP members from their region.
Initiative 31 International Education and Training (IET) Excellence Awards	Up to 4 QISAP members will be involved in the 2017 IET Excellence Awards as part of judging panel and steering committee.

Definition of key terms

Key term	Definition
International Education & Training Unit (IETU) /Study Queensland	The IETU is a unit within Queensland Government's, global business agency, Trade and Investment Queensland. IETU provides leadership and is committed to work in partnership with industry providers to grow and enhance the state's reputation as a leading global provider of international education and training services. Study Queensland (SQ), an initiative of IETU, highlights Queensland as a leading study destination, showcasing excellence in education, quality of life and general information for international students.
International Education and Training Advisory	The IETAG provides independent advice to the Deputy Premier and Queensland

Group (IETAG)	Government on international education and training in Queensland.
Regional Community of Practice (RCoP)	RCoP is the primary mechanism to facilitate cross state collaboration for the IET Strategy and focus on approaches to address local issues affecting international students and the sector more broadly. The RCoP is comprised of members from study clusters, local councils and education institutions.
Student peak body	<p>Student peak bodies such as CISA act as an advocate to form a unified voice of students and represent the interests of students. Student peak bodies communicate the interests and perspectives of their members to government agencies and education peak bodies.</p> <p>QISAP members are expected to act as a means of consultation with students on policies and programs relating to international student experience in Queensland. The purpose of QISAP is not to establish a student peak body for Queensland and it is rather to build true partnership and effective communication means between international students and the QLD government.</p>
Ambassadors	<p>Ambassadors (ie. Brisbane International Student Ambassador) are international and domestic students selected by study cluster or institution to promote the region/institution as a study destination. Main purpose of the role is to use their network to promote their region/institution via social media and networking events.</p> <p>QISAP members are not required to conduct marketing activities to promote Queensland, their region or institution.</p>
Co-production/design	Co- design involves collaborating with service users to design services or products that work for them. It utilises the skills and experience of people that know the most about the subject and are the most affected to produce better outcomes. The Queensland International Student Leaders Forum and International Students Meet Parliament Event are products of co- design with IETU and Study Queensland.

Membership

- Membership will be determined through a nomination process managed by the IETU in partnership with regional study clusters to ensure that the student panel is representative of regions and key sectors.
- The panel will consist of up to 10 student representatives. This does not include the CISA executives who choose to be a part of QISAP.

Meetings and Reporting

- The QISAP will have six formal meetings per year, both virtually and face to face.
- Additional informal meetings may be considered if there are matters to discuss with the QISAP that does not fall in time with the six formal meetings
- Study Queensland will provide secretariat support including the preparation of the agenda, minutes and the coordination of information and communication.
- Online systems will be created to store all information and relevant materials to ensure that partners have access to information.

Agreement

- Membership on the QISAP is on a voluntary basis with no remuneration. Study Queensland will cover expenses and incidentals incurred in attending the meetings.

- Members will enter into a voluntary agreement and a confidentiality agreement with the IETU that outlines the roles and responsibilities.

Opportunity for Continuation

- Upon completion of the QISAP program the opportunities to continue involvement with IETU and QISAP are as follows
 - Registering with IETU as QISAP alumni; as QISAP alumni you will receive invitations to events and be available to the current QISAP members to provide advice.
 - Applying for the QISAP again if you are still eligible, individual students are allowed to serve on QISAP for a maximum of two cumulative years

Key Dates of Related Programs (January 2018 – December 2018)

Program / initiative	Activity	Date/s
2018		
Full day induction workshop <i>1st meeting: face-to-face</i>	<ul style="list-style-type: none"> • Attend a full day induction workshop 	5 March 2018
Gold Coast 2018 Commonwealth Games	<ul style="list-style-type: none"> • TBC 	April 2018
QISAP Video Conference <i>2nd meeting: video conference</i>	<ul style="list-style-type: none"> • Attend video conference 	May 2018
CISA National Conference	<ul style="list-style-type: none"> • Attend the CISA National Conference in Cairns 	25- 28 June 2018
IET Summit in Cairns <i>3rd meeting: face-to-face</i>	<ul style="list-style-type: none"> • Attend the summit • May be part of the program 	28-29 June 2018 (TBC)
QISAP Video Conference <i>4th meeting: video conference</i>	<ul style="list-style-type: none"> • Attend video conference 	July/ August 2018
International Student Meet Up	<ul style="list-style-type: none"> • IETU to liaise with RCoP and QISAP to organise International Student Meet Up event in each region • Meet with international students to discuss about issues and challenges in their region 	August 2018
ISMP <i>5th meeting: face-to-face</i>	<ul style="list-style-type: none"> • Design and facilitate a 2 day leadership forum for ISMP participants • Attend the ISMP event 	October 2018
IET Excellence Awards & QISAP program review <i>6th meeting: face-to-face</i>	<ul style="list-style-type: none"> • Be part of judging panel and steering committee • Attend the event • Participate in program review process 	November 2018