

Community and Industry Engagement Policy

Version number	3
Approved by	Corporate Governance Board
Date of approval	06/01/2021

Purpose

Sydney Institute of Higher Education (SI) aims to build a mutually beneficial relationship with its communities and relevant industries. SI sees great potential in engagement with its relevant industries and the local community, as it creates opportunities for students to engage in learning beyond the classroom, develop work-ready skills and professional networks, and build a sense of social responsibility.

This *Community and Industry Engagement Policy* describes SI's approach to community engagement and to furthering relationships relevant industries. It establishes mechanisms and procedures by which to develop community and industry engagement.

Scope

This policy applies to all students and staff at SI and all community and industry partners.

Principles

The procedures outlined in this policy must accord with the following principles:

- Reciprocal benefit
- The benefit to student experience or academic outcomes
- Fairness and respect for community and industry groups.

The goals of community and industry engagement are to:

- Improve academic experiences and outcomes
- Provide opportunities for student learning beyond the classroom
- Provide assistance to community groups
- Build a sense of social responsibility in students
- Broaden the professional networks of students
- Improve SI's standing in the industry and community.

Groups with which SI may seek to engage with include:

- Local industry-specific businesses and organisations
- Local community groups, organisations, and services including charities, sports and arts

- initiatives, and cultural events and groups
- Local Aboriginal and Torres Strait Islander groups.

SI will utilise any number of the following methods of community and industry engagement:

- **Learning and teaching:** Work Integrated Learning initiatives, integration of local community and industry ideas and issues into program design and delivery
- **Research:** communicating and implementing knowledge, market research undertaken in cooperation with industry partners
- **Partnerships and outreach:** supporting community organisations
- **Events:** attending community and industry events
- **SI's community:** maintaining connections with alumni and staff as they move into other areas of the community and industry
- **Development activities:** staff engagement in community and industry events and initiatives as part of their professional and personal development.

Procedures

Framework for community engagement

SI aims to build and advance a community engagement program through the following measures:

- Establishing sufficient funding set aside to support community engagement activities, on consideration of internal applications from staff
- Maintaining up to date knowledge of community issues and needs
- Integrating community resources and knowledge in curriculum and pedagogy
- Rewarding staff and students who can demonstrate positive external engagement outcomes.

Within five years of Commencing teaching activities, SI will develop a formal *Community Engagement Plan*, to take over from the informal program outlined in this policy.

Approving community engagement

An individual or group may submit a proposal for a community engagement activity to the SI President.

This proposal must:

- Describe the aim or intended outcome of the activity
- Outline the costs involved
- Describe the benefits for both parties
- Where possible, demonstrate relevance of the proposed activity to the learning outcomes or graduate attributes of the programs of students involved.

The President may ask for further clarification, approve, decline, or pass on the proposal to staff at an executive level as they see fit.

Any community engagement activities that propose to interact with Aboriginal and Torres Strait Islander community groups will only be approved if evidence is provided that there has been consultation and discussion with the group in question, leading to an agreement that the project should proceed.

As a sign of respect, any community engagement activities occurring in a public place should only proceed (where practically possible) after consultation with, and approval from, local Aboriginal Elders.

Framework for industry engagement

SI aims to build and advance an industry engagement program through the following key measures, implemented by President:

- Identify industry connections through monitoring the industry
- Attract industry connections through improving SI's reputation and holding industry events
- Establish industry connections by contacting potential industry connections and discussing potential mutually beneficial initiatives
- Maintain industry connections through regular contact and participation in projects and events.

Staff members may submit an industry engagement proposal, in particular professional development activities. However, the majority of industry engagement activities will occur as a result of strategic planning by the *Corporate Governance Board* taking advice from President

Priority will be given to industry engagement projects that can demonstrate research collaborations or outcomes, particularly SI submissions of joint funding bids with industry partners.

Rewarding community and industry engagement

Staff and students who demonstrate exceptional efforts in community and industry engagement will be recognised and rewarded by:

- Acknowledging their contribution on the SI website and social media
- For students, issuing a certificate recognising their contribution
- For staff, taking external engagement activities and contributions into account during annual performance reviews.

If the community or industry engagement was part of a program, (such as work-integrated learning activities) students will receive credit points towards their program.

Policy Implementation and Monitoring

The *Corporate Governance Board* delegates responsibility for the day-to-day implementation of this policy to the President as specified in 'Procedures' above.

The *Corporate Governance Board* will review all periodic reports, in accordance with the *Compliance Calendar*, from relevant committees and staff members.

Additionally, the *Corporate Governance Board* will review all relevant student complaints, concerns raised by staff members.

The *Corporate Governance Board* must ensure that findings from these monitoring activities are taken into account in planning, quality assurance and improvement processes.

Definitions

Corporate Governance Board: The SI governing body responsible for the oversight of all SI operations, including the direction-setting, quality assurance, monitoring, and improvement of academic and non-academic operations. It delegates responsibility for academic matters to the *Academic Board*.

President: A senior member of academic staff at SI who liaises between the *Corporate Governance Board*, *Academic Board*, and academic staff as required.

Review Schedule

This policy will be reviewed by the *Corporate Governance Board* every three years.

Version History				
Version number:	Approved by:	Approval date:	Revision notes:	Next review date:
1	Corporate Governance Board	4/09/2017		
2	Corporate Governance Board	16/10/2017		16/10/2020
3	Corporate Governance Board	06/01/2021	No change. Periodic Review.	06/01/2024

▲ Related Documents

Community and Industry Engagement Policy
Professional Development Policy
Work Integrated Learning Policy
Graduate Attributes
President
Corporate Governance Board - Terms of Reference

End of document: "Community and Industry Engagement Policy"

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