### **COVID Committee Meeting Notes – Tuesday 13 April 2021**

The Chair provided an acknowledgement of country and welcomed all attendees. A total of 64 staff members attended today’s meeting.

### **UPDATES**

The Chair advised that nothing had changed with respect to local restrictions since the Pre-Easter COVID Committee Meeting on Thursday 8 April.

The Chair advised that from tomorrow (9am Wednesday 14 April 2021) further easing of restrictions, with the second iteration of Stage 4 coming into play in line with [Canberra’s Recovery Plan](https://www.covid19.act.gov.au/community/canberra-recovery). The minor changes to the COVID-normal public health measures affect cinemas and indoor performance venues (with forward facing, fixed and tiered seating). There is no change at CIT, in that staff, students, and guests at CIT are to continue exercising the usual COVID Safe practices. This includes staying home if you are unwell, getting tested if you have COVID-19 symptoms, no matter how mild, practicing hand and respiratory hygiene and checking in with the Check In CBR app.

Late on Thursday 8 April 2021, the Commonwealth Government accepted recommendations from the [Australian Technical Advisory Group on Immunisation (ATAGI)](http://www.health.gov.au/news/atagi-statement-on-astrazeneca-vaccine-in-response-to-new-vaccine-safety-concerns) that currently the Pfizer vaccine is preferred over the AstraZeneca vaccine for adults aged under 50 years of age who have not already received a first dose of the AstraZeneca vaccine. The ACT Government encourages people to stay up to date on the evolving situation by visiting the [Commonwealth Government’s website](https://www.health.gov.au/). Providing access to safe and effective COVID-19 vaccines continues to be the ACT Government’s priority. For further information on the ACT COVID-19 vaccination rollout, visit the [COVID-19 vaccine page](https://www.covid19.act.gov.au/stay-safe-and-healthy/vaccine).

No questions were asked with respect to updates of the current situation.

### **HEALTH & SAFETY**

No updates, however, an observation. Compared to last year, we are using less sanitiser, ie people are not hand sanitising as frequently. The Chair noted this was well observed and encouraged staff to continue to hand sanitise noting it is still a requirement of our COVID Plan.

### **SYSTEMS CAPABILITY**

No updates.

### **STUDENT SUPPORT**

The Student Support Working Group (SSWG) semester-based communication schedule for students and staff for all services and support at CIT is being finalised.

The JobTrainer resource pack is available. CITSA Student Forum feedback and content will be reviewed by a subgroup of the SSWG who have volunteered to look at outcomes. HODs and CDs will be receiving the quantitative data and come qualitative data soon.

***Forward agenda item*** *- the Chair noted that the updated room bookings capacity in Banner since the requirement ease of 1 per 2sqm is still not up to date in Banner and HODs are to provide data to the* [*centralisedcrncreation@cit.edu.au*](mailto:centralisedcrncreation@cit.edu.au) *email account.*

### **WORKFORCE**

A reflection of what have we learnt and can embed? Keep an eye on the NewsFeed for dates and opportunities to participate via Webex and in person in sharing experiences over the last 12 months.

It was shared that regardless of what people (students) may prefer in servicing (often F2F) our time in COVID has demonstrated that having remote options means we really can service more students (we have limited staff and if someone desperately wants to talk to a counsellor at a particular time, and we only have one appointment available at another campus- telehealth or phone counselling works.

This feedback was positively acknowledged.

### **COMMUNICATIONS**

First edition of Student News is due soon, contributions can be provided to the [CITstudentnews@cit.edu.au](mailto:CITstudentnews@cit.edu.au) email account.

Reminder to staff to use the [CITcovidenquiry@cit.edu.au](mailto:CITcovidenquiry@cit.edu.au) inbox for all CIT COVID related matters.

### **OTHER BUSINESS**

CITSA reminder for nominations for the upcoming AGM, with the Chair also taking on the role of CIT Board student member. There are a maximum of nine places, four nominations have been received, still leaving a vacancy of five.

Chair thanked staff for their attendance and contribution. Meeting opened at 9am and closed at 9.13am.

### **COVID Committee Meeting Notes – 9 March 2021**

The Chair provided an acknowledgement of country and welcomed all attendees. A total of 52 staff members attended today’s meeting.

### **UPDATES**

As of Sunday 7 March, there are now four active cases in the ACT, all in hotel quarantine. The latest two case are related to the Government-facilitated flight on 1 March 2020. Currently a total of 115 cases have recovered from COVID-19 in the ACT, and there are no COVID-19 patients in Canberra hospitals.

The COVID-19 vaccine, currently being rolled out in the ACT, is in Phase 1a (front line staff and most vulnerable community members). As of Friday 5 March, the total number of COVID-19 vaccinations administered in the ACT is 1,949. Staff are encouraged to stay up to date with [trusted sources of information](https://www.covid19.act.gov.au/stay-safe-and-healthy/vaccine/trusted-sources-of-information) including the [ACT Government COVID-19 website](https://www.covid19.act.gov.au/stay-safe-and-healthy/vaccine).

Staff are to continue reinforcing COVID safe messaging with students, including reminders around travel restrictions (refer to the [travel ABCs](https://www.covid19.act.gov.au/community/travel)).

### **HEALTH & SAFETY**

The Chair reminded all teaching areas to send a list of courses requiring mask usage by students to [CITcovidenquiry@cit.edu.au](mailto:CITcovidenquiry@cit.edu.au) inbox, to be shared with the Student Services Infoline staff.

### **STUDENT SUPPORT**

The Student Support Working Group (SSWG) met last week, and the following was discussed:

* Student Services and the Libraries will maintain a small supply of masks for students.
* Reminder about the availability of 24-hour service.
* International Student Office discussed the Red Cross funding, currently available until the end of March. Staff are encouraged to refer any international students who have lost their jobs to the International Student office.
* The SSWG will be including student in meetings to provide feedback to the CITSA Council – students may share responsibility for attending meeting and gathering feedback.

Reminder to staff about the CITSA Student Forum currently underway. Staff can access the link to the live dashboard for the survey component of the CITSA Feedback Forums – provides a snapshot of what students are thinking.

<http://cit.smadmin.com.au/frmlogin.aspx?dbd=x9HVTY-A0HRlbVtJlisftw2>

Access code – 987654

More work will be done around the comments section of the survey. CITSA General Manager is happy to answer any questions around the student forum and survey.

### **COMMUNICATIONS**

Reminder to staff to use the [CITcovidenquiry@cit.edu.au](mailto:CITcovidenquiry@cit.edu.au) inbox for all CIT COVID related matters.

### **COVID Committee Meeting Notes – 2 March 2021**

The Chair provided an acknowledgement of country and welcomed all attendees. A total of 57 staff members attended today’s meeting.

### **UPDATES**

As of Friday, 26 February the ACT removed all travel restrictions with Victoria. ACT residents should remain aware of changing conditions and be aware of travel advice in Victoria, including the need for travel permits when travelling to Victoria.

The Chair also discussed the use the [travel ABCs](https://www.covid19.act.gov.au/community/travel) as a way of protecting yourself, your family and our community from COVID-19:

* **A**void COVID-affected areas - check the COVID website of the state or territory you are travelling to. If you are welcoming relatives or visitors from interstate, please ask them not to come if they are travelling from an area with a recent case or are feeling unwell.
* **B**ehave in a COVID-safe way - be vigilant with [hand and respiratory hygiene](https://www.covid19.act.gov.au/protecting-yourself-and-others/protect-yourself#Practising-good-hygiene), maintain [physical distancing](https://www.covid19.act.gov.au/protecting-yourself-and-others/protect-yourself#Physical-social-distancing) from other groups, and stay home if feeling unwell.
* **C**heck back when you get home - monitor the COVID website of the state or territory you visited to see if they had any cases, for two weeks after your return. Follow the website’s advice about testing and self-isolation. If you feel unwell with COVID symptoms while away or when you return, please get tested immediately and self-isolate until you get the result.

Staff were reminded that the use of the Check In CBR app will become mandatory for all restricted businesses, venues and facilities from this Saturday 6 March 2021, resulting in consistency of behaviour at work and in the community. Restricted businesses include cafés, restaurants, clubs, beauty salons, hairdressers, adult services, swimming pools, fitness centres, cultural institutions, gaming and gambling venues, and entertainment venues, among others.

Due to privacy issues, we are unable to access data on the usage of the Check In CBR app at CIT. The Chair asked for College Director Committee members to provide any feedback regarding usage and whether there were any remaining operational challenges. Nil issues were identifie; overall feedback during the meeting was positive in terms of take-up and use.

Staff were directed to the whole of ACT Government staff policy on the roll-out of the COVID-19 vaccination program across the Territory, including eligibility in the different roll-out phases and leave entitlements. Please refer to the link below for more information:

<https://www.cmtedd.act.gov.au/__data/assets/pdf_file/0008/1709324/Emergency-Response-ACTPS-Staff-Entitlements-COVID-19-Vaccination.pdf>

Please also refer to the link below to determine your vaccine eligibility in terms of the different phases:

<https://covid-vaccine.healthdirect.gov.au/>

The hard work of CIT Facilities and the COVID Safe team in reconfiguring our classrooms was acknowledged. Staff were reminded to let Facilities know when weekend teaching was planned. Areas that still require smaller tables are to contact COVID Safe team.

### **HEALTH & SAFETY**

With the increase in class sizes resulting from the reconfiguring of classrooms, teachers are reminded to create a heightened awareness about the need for students to continue practice COVID-safe behaviour, namely: practice social distancing, maintain hygiene, stay home if unwell and use the Check In CBR app. Teachers are asked to remind students at every lesson. The COVID Induction video for students is a useful tool. This topic will be raised at the HoD network and an update will be provided at the next meeting.

When going on excursions, staff are encouraged to use the COVID safe principles and to adopt a context specific approach. The WHS team are available for advice and assistance.

### **STUDENT SUPPORT**

Staff were reminded the Student Support Working group are meeting today. The fortnightly meetings are open to all staff. Staff are also encouraged to send any agenda items.

Student Services Infoline staff have been receiving questions recently about the circumstances under which masks are required to be used on campus. Clear and consistent messaging is required for these staff members in order for them to advise students. The Chair asked all teaching areas to send a list of courses requiring the use of masks by students to [CITcovidenquiry@cit.edu.au](mailto:CITcovidenquiry@cit.edu.au) inbox, to be shared with the Student Services Infoline staff.

### **WORKFORCE**

Flexible working arrangement guidelines for managers will be sent to the unions for comment by the end of the week, with further advice and procedural support/tools for CIT staff to follow.

### **COMMUNICATIONS**

The Communications team reported that the student induction video had been viewed 920 times.

Reminder to staff to use the [CITcovidenquiry@cit.edu.au](mailto:CITcovidenquiry@cit.edu.au) inbox for all CIT COVID related matters.