



Eligibility checklist for the governance committee and strategies

Disability Support Fund

This checklist may be used by universities when reviewing implementation of the disability governance committee and the disability education and workforce inclusion strategies. These new eligibility requirements for the Disability Support Fund (DSF) are applicable from 2027. Refer to the [Higher Education Support \(Other Grants\) Guidelines 2022](#) for full details of the requirements for the DSF.

Please see the [Disability Support Program webpage](#) for more information.

Disability governance committee

Things the terms of reference must include

Item	Included Yes/No
The criteria and processes for appointing members	
The functions of the committee, including, as a minimum, overseeing and advising on the use of DSF grants	
The functions of the committee, including, as a minimum, overseeing and advising on the terms of reference of the committee	
The functions of the committee, including, as a minimum, overseeing and advising on the disability education inclusion strategy	
The functions of the committee, including, as a minimum, overseeing and advising on the disability workforce inclusion strategy	
Decision making processes for the committee	
The skills and experience expected of the members	
A requirement for a periodic independent review (at least every 5 years) of the effectiveness of the committee and the disability education and workforce inclusion strategies	

The terms of reference must be published

Please provide the website link to the terms of reference

Terms of reference URL:

What the disability governance committee must do

Item	Included Yes/No
Consist of a majority of people with disability	
Include 1 senior executive employee at Vice-Chancellor, Deputy Vice-Chancellor, Pro Vice-Chancellor or equivalent as a minimum	
Include 1 senior academic employee as a minimum	
Include 1 other academic employee as a minimum	
Include 1 professional staff employee as a minimum	
Include 2 students with disability as a minimum	
Include 2 external, independent members as a minimum	
Be a sub-committee of the principle governing body	
Have access to the information and resources needed to perform its functions as set out in the terms of reference (note: the information and resources may be included in the terms of reference)	

Question	Date (dd/mm/yyyy)
Date the disability governance committee was established?	
Date the disability governance committee will first meet?	



Disability education inclusion strategy

The university has a strategy (set out in one or more documents)

Item	Included Yes/No
To improve access, progression and completion for students with disability	
To ensure teaching staff are supported in the design and delivery of teaching, learning and assessment consistent with needs of students with disability	

The strategy

Item	Included Yes/No
Was informed by students and staff with disability, including staff directly supporting students with disability	
Sets out activities the university will undertake over at least 3 years	
Includes key performance indicators	

Processes the university has

Item	Included Yes/No
To routinely monitor progress against the key performance indicators	
To take corrective action if there is underperformance	

The disability education inclusion strategy must be published

Please provide the website link or links to the disability education inclusion strategy

Disability education
inclusion strategy URL:



Disability workforce inclusion strategy

The university has a strategy (set out in one or more documents)

Item	Included Yes/No
Improve recruitment, professional development and promotion processes for employees with disability	
Improve the knowledge and skills in disability relevant practices consistent for governing bodies and executives, as well as teaching, research and professional staff	

The strategy

Item	Included Yes/No
Was informed by students and staff with disability, including staff directly supporting students with disability	
Sets out activities the university will undertake over at least 3 years	
Includes key performance indicators	

Processes the university has

Item	Included Yes/No
To routinely monitor progress against the key performance indicators	
To take corrective action if there is underperformance	

The disability workforce inclusion strategy must be published

Please provide the website link or links to the disability workforce inclusion strategy

Disability workforce
inclusion strategy URL:

Questions

Please contact disability@education.gov.au if you have any questions.

Important information

The checklist is intended to provide general guidance only and is not intended as, and should not be relied on as, legal advice. Universities should seek their own legal advice to understand their obligations under Commonwealth legislation and guidelines.

