

Student Feedback Group Privacy Notice



Why we collect your personal information

The Student Feedback Group is collecting and processing your personal information to:

- Deliver and undertake research in relation to key University strategies including Advancing Melbourne, Advancing Students and Education and the Diversity & Inclusion Strategy;
- Understand your experience as a student in order to determine your suitability for future student experience research;
- Increase participation and engagement in student focused workshops and ensure targeted cohorts are accurately represented
- To support a review of Student Equity and Disability Support.

The “processing” of personal information refers to all activities relating to the management of your personal information, from its collection and use, through to its storage and disposal, and everything in between.

How we process your personal information

We will process your personal information as necessary for our legitimate interests, in accordance with applicable privacy laws, and only under the following circumstances:

- for the purpose for which it was collected; or
- a related purpose which you might reasonably expect; or
- where you have consented to the processing; or
- if we are required or permitted to do so by law.

Personal information related to your experience as a student will be collected from you through your participation in the survey.

You will also have the option to link existing information held about you in the University’s student management system (StudentOne) to your survey response. This will be used in order to determine your eligibility for future student workshops. For example, in order to explore the experience of specific student segments such as students with a disability, we will link existing StudentOne information with your responses to the disability survey questions (with your consent). This ensures eligible students are invited to the sessions.

The information sourced from your Student One record includes personal information such as your gender, your post code and your course and enrolment details. Sensitive information sourced from StudentOne also includes your citizenship, Aboriginal and Torres Strait Islander status, sexual orientation (preferences and practices) and health information such as your disability status. Your StudentOne data will not be matched with your survey response unless you consent for the University to do so.

Data collected via the survey and sourced from StudentOne will also be analysed at an aggregate level to support insights generated by the student workshops and deliver research related to the key University strategies listed above.

We may share your personal information with contracted service providers or partners engaged by us to perform legitimate functions on our behalf. This includes third party platform Qualtrics (via the

University's licensing agreement) to conduct the survey and use of the Text iQ functionality to analyse patterns and trends associated with your responses.

Further privacy information

Refer to the University's [General Privacy Statement](#) or [other privacy statements](#) for general information about how we process and protect personal information, including:

- our lawful basis for processing personal information;
- collection, use and disclosure of personal information;
- accuracy, security and storage of personal information;
- retention and disposal of personal information;
- your individual rights; and
- applicable privacy laws.

Your rights

You may request access to, or correction of, your personal information we hold, or exercise your individual rights as applicable under relevant privacy laws, unless this would have an unreasonable impact on the privacy of others or would contravene the University's other legislative obligations.

If the lawful collection of your personal information is based on your consent, you have the right to withdraw your consent at any time. However, this will not affect the lawfulness of our processing of your information prior to you withdrawing your consent.

Contact

For further information you can contact us at student-feedback@unimelb.edu.au

For further information about how the University manages personal information, and for details of how to make an enquiry, lodge a complaint, or to contact the University's Privacy and Data Protection Officer, please refer to our [Privacy webpage](#), view the [University's Privacy Policy](#) or contact privacy-officer@unimelb.edu.au.

Last updated: 23 October 2023