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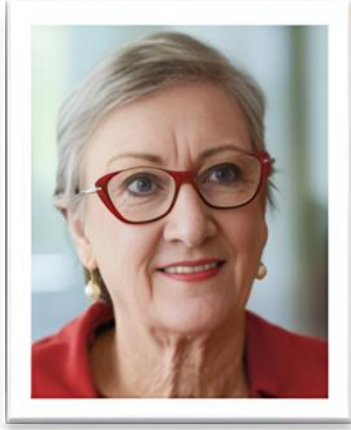
## **GCA Workplace Health and Safety Committee Membership**

**The current membership of the WHS committee is 8 members (as at November 2024) –**

Dr. Ruth Ferraro	<b>Interim President and Interim Chair of GCA</b>
Associate Professor Jotsana Roopram	<b>Secretary, Deputy Dean (Academic) and Campus Director, Sydney CBD Campus</b>
Associate Professor Sean O’Hanlon	<b>Manager – Graduation Services and Campus Director, Melbourne CBD Campus</b>
Aqeel Asad	<b>Administration Manager and Campus Director - Adelaide Regency Campus</b>
Carlos Munoz	<b>Chief Operating Officer</b>
Jason Whitfield	<b>Chief Technology Officer</b>
Rita D’Arcy	<b>Head of People and Culture</b>
Pedram Layegh	<b>Duty Manager, Sydney CBD Campus</b>

**A profile on each member is provided -**

## CHAIR



**Dr. RUTH FERRARO - PhD, GAICD, FGIA**

Ruth Ferraro serves as the **Interim President** at Group Colleges Australia and the **Interim Chair** of the GCA Board of Directors. She is the Academic Lead for Strategy at the Governance Institute of Australia (GIA) and an Adjunct to GIA's Governance Academy and is an Academic Board member and Chair of Academic Quality Committee for Sydney Institute of Higher Education.

Ruth's governance experience was gained in the education sector where she has Chaired and been a member on Corporate Boards and Academic Boards since 2015 and in her executive ex officio roles on multiple committees in the professional bodies delivering accredited programs (since 2000). She has graduated from the AICD Company Directors Course™ and Boardroom Mastery™ and was a TEQSA Expert Panel for governance (2019 -2021).

Ruth continues her education and professional development in governance through her membership of AICD, Governance Institute and Women on Boards. Her interest in the BCorp movement has led her to develop expertise in governing for purpose.

## SECRETARY



### **ASSOCIATE PROFESSOR JOTSANA ROOPRAM**

*Dip(Hospitality), DipEd., GradCertBusAdmin., GradCertHEd., M.Ed.*

Jotsana has lectured for a number of years in the field of Hospitality Management at higher education institutions in South Africa. During this time, she worked closely with industry associates, developing and preparing students for management roles in the hospitality sector and mentoring junior staff for progression into senior roles. In the latter part of her career in South Africa she worked in academic administration and management as Head of Department, managing a faculty of lecturers from diverse fields such as business, hospitality, tourism, sport and journalism. She has a national diploma in hospitality management, certificates in assessment design and development and a moderators' license from the sector training authority of South Africa. Prior to joining UBSS in 2016, she was the College Operations Manager at Navitas in Sydney. Her expertise is in developing academic systems, policy implementation in administrative processes and procedures, online examination management and campus operations.

In 2019, she completed a Graduation Certificate in Higher Education Academic Practice at the Higher Education Leadership Institute (HELI) and a Graduate Certificate in Business Administration at UBSS. She has a Postgraduate Diploma and a Master of Education, specialising in Higher Education. Jotsana is a PhD candidate at Federation University. Her current research focus and thesis is on the impact of online learning on the international student experience.

Her research interests include leadership in higher education, student engagement in online learning, governance and quality assurance in higher education. Jotsana has published articles in the areas of online learning, remote proctoring and the student experience. She is the recipient of the best author award for the best academic article in the first UBSS Publication Series, July 2021.

Jotsana has lectured the subject Team Leadership and Change Management in the Bachelor of Business program at UBSS.

She chairs the Threshold Standards Audit committee, Academic Integrity committee and is Secretary of the GCA Board of Directors and the Audit and Risk committee.

Jotsana is the **Deputy Dean – Academic** at UBSS and is the **Campus Director** of the Sydney campus. She is a professional member of the Institute of Managers and Leaders (IML) and a member of Australian Computer Society (ACS).



## **ASSOCIATE PROFESSOR SEÁN O'HANLON**

Seán is the **Manager – Graduation Services** and **Campus Director** of the Melbourne CBD Campus.

Seán is passionate about International Education, having been an international student himself, studying in England, France and Spain. After graduating, Seán relocated to Spain where he started his career as an *English Teacher* and then moved into student support joining *the Spanish American Institute*, the study abroad arm of the *University of Wisconsin*.

Seán relocated to Sydney at the end of 2004 and joined an international vocational college in June 2005 as Student Services Coordinator. In 2010 he joined *Western Sydney University - The College* as Student Advisor, being the first point of contact for all issues that were non- academic. During Seán's time at *WSU - The College*, he was granted Innovation Funding to launch the Cultural and Language Exchange Program, to bring local and international students together and was selected as staff representative for the Broadening Horizons program, joining students on an academic and cultural trip to China.

During this time, he also provided focus on the staff experience – complimentary to the HR programs available.

From 2016, Seán was employed by a private tertiary provider as Manager, Student Experience, Community Safety and Staff Support and has focused on developing support programs for students including orientation, internship, study and life skills, graduation programs and for staff through the launch of the President's Excellence Awards.



**AQEEL ASAD** – *Bachelor of Business*

Aqeel pursued his dream of achieving a Bachelor's degree in Business after completing a Diploma in Commerce and schooling in the UAE. He graduated from Flinders University and soon found himself in the corporate world as a Marketing and Event Management staffer for a Management Consultancy firm. Starting with a student support role at Flinders University, Aqeel later joined Optus and Apple Inc. During his tenure at Apple's world-renowned stores as a Client Services Executive, Aqeel honed his skills in delivering exceptional customer service in a business environment. Driven by a desire for personal and professional growth, he decided to pursue an Executive MBA with UBSS, which he is currently completing.

Aqeel joined the UBSS Adelaide Team in Trimester 2, 2023, as Student and Learning Support, collaborating closely with the Sydney and Melbourne campuses. His dedication and leadership saw him transition from Student Services to the role of Associate Dean of Learning Support, during which he also served as Acting Campus Director. Recently, Aqeel was promoted to **Academic Administration Manager** for the Adelaide campus while concurrently holding the role of **Acting Campus Director**. His journey reflects a consistent commitment to excellence, leadership, and the empowerment of others in higher education.



## **CARLOS MUNOZ**

*JP, MBA, BlntBus, FIML*

Carlos serves as the **Chief Operating Officer** at Group Colleges Australia (GCA), bringing over 14 years of expertise in the Australian education industry. His expertise includes international marketing, student recruitment, admissions, team development, and general marketing and management.

Carlos began his career in 2009 at MyQual International, an education agency in Sydney, where he contributed to achieving numerous accolades from Australian universities for outstanding performance and student recruitment. He rose to lead the team, making the agency the largest source of enrolments for GCA.

In 2014, Carlos became the Business Development & Admissions Director at GCA, where he established the GCA Admissions Centre, overseeing business development, agent management, marketing, and admissions operations. He is a member of the GCA Executive Management Team, the Audit and Risk Committee, and the Work, Health and Safety Committee.

Carlos holds an Associate of Arts in Business from Schiller University (Switzerland), a Bachelor's degree in International Business from EAFIT (Colombia) with majors in Marketing and International Relations, and a Master of Business Administration from UBSS (Australia). He is also a NSW Justice of the Peace and a Fellow of the Institute of Managers and Leaders.

Carlos is a member of the Executive Management Team (EMT) and the Audit and Risk Committee (ARC) at Group Colleges Australia.



## **JASON WHITFIELD**

Jason joined Group Colleges Australia, (GCA) in April 2003 and has helped to lead the enormous growth in technology use within GCA during that time.

Jason leads the GCA IT Department, implementing new technology for both teaching and administration, whilst ensuring that all technology in use at GCA is highly reliable, secure, and cost-effective.

In 2005, Jason managed the deployment of Interactive Whiteboard technology for all GCA classrooms, enabling GCA to deliver a superior student experience through a more engaging classroom environment.

In the same year, Jason managed the implementation of the Moodle Learning Management System, which is now used by thousands of other education institutions.

In 2015, Jason managed the transition of the entire GCA IT infrastructure to the Amazon Web Services (AWS) cloud platform, enabling the IT Infrastructure to become more scalable and flexible as the technology needs of GCA continued to grow.

In 2020, Jason managed the transition of GCA from face-to-face to fully online learning, by deploying ultra-modern classroom AV equipment and the Blackboard Collaborate online learning platform.

Jason has a Bachelor of Technology (Information and Communication Systems) from Macquarie University, and is a member of the Australian Computer Society (ACS).

Jason also has over 20 years' experience in Windows PC, Server and Network Administration, as well as extensive experience in Cyber Security, Cloud Computing, and Online Learning.

Jason is the **Chief Technical Officer** at Group Colleges Australia.



**RITA D'ARCY** - (FCPHR), M.ODSHRM, M.LEAD (Change Mgt), B.Comm, Grad Dip. CDP, Cert IV TAE40110

Rita joined Group Colleges Australia as the **Head of People and Culture** in July 2024. Rita's career is marked by senior HR leadership roles across various sectors, including private, listed, government, and not-for-profit organisations, along her private consulting firm, Particularly People.

Known for her visionary approach and setting the benchmark high for HR professionalism and integrity, Rita excels in aligning contemporary HR strategies with overarching business goals, leading highly engaged and service centric HR teams, overseeing expansions, mergers, and acquisitions, spearheading transformational cultural change, developing leadership capability and confidence, embedding robust HR governance standards and legislative requirements, and creating operational excellence and efficiency. Rita's ability to balance the head and heart in critical decision making, along with her engaging communication style, empathetic nature and ability to forge effective, influential and long-term partnerships has seen her collaborate closely with CEOs, executive leadership teams, clients, external stakeholders and Boards in both local and global settings.

Rita is a Certified Fellow Practitioner with the Australian HR Institute (AHRI), where she has served as the Vice President of Membership and State Councillor for AHRI NSW since 2015. Additionally, she is a Chartered Fellow of the UK equivalent, CIPD, and a Graduate Member of Australian Institute of Company Directors (AICD). Rita actively contributes to the development of HR standards as a committee member of MB009 - Human Resources Management for Standards Australia and TC260 - Human Resources Management for the International Standards Organisation (ISO), where she has represented the World Federation of People Management Associations (WFPMA) in ground-breaking international standards discussions.

With a personal passion for lifelong learning and developing others, Rita has been called upon to develop HR course curriculum content for various educational institutes and member organisations and is an academic lecturer for undergrad and postgrad units in HR, Business and Employment Law at the Australian Catholic University. Alongside her academic contributions, Rita writes articles and blogs on HR excellence, speaks at various events and forums, and mentors upcoming HR professionals. Her most important role is as a wife and mother to the two most important people in her life.





## **PEDRAM LAYEGH**

Pedram Layegh completed a degree in Bachelor of Industrial Engineering (with a major in Manufacturing Systems), an Advance Diploma of Management, and a Bachelor degree in Music (with a major in classical performance). He began his engineering career in 2008 as an Expert in Industrial Affairs at the Deputy Office of the Ministry of Industries and Mines in Tehran, Iran. In the same year, he began his music teaching career in private music schools in Tehran.

In 2011, he migrated to Australia to pursue his musical career professionally. He graduated from the Australian Institute of Music (aim) in 2015. From 2013 to 2018, he worked as a music teacher at Madakto Music School while completing his Bachelor Degree. He continued his teaching privately up to the present.

In 2016, Pedram co-founded the Eishan Ensemble and began performing classical guitar. He and his group released three world music albums, combining jazz, classical, and traditional Persian music. He performed as a classical guitarist with Eishan Ensemble in both local (music festivals and venues throughout Australia, such as Vivid in Sydney, Womad Festival in Adelaide, and etc.) and international music festivals (Yilan Festival in Taiwan, the 5th International Rondalla and String Festival in the Philippines, and jazz festivals in Spain and Portugal).

Pedram was employed as a Concierge at the UBSS Sydney campus from 2017 to 2023. He is currently a **Duty Manager** at the UBSS Sydney campus, managing a team of Duty Officers. He is a member of the Work, Health, and Safety Committee (WHS) at Group Colleges Australia.