

# New City Campus

## Information Pack:

### Level 7 Staff Floor



Flinders University acknowledges the Traditional Owners and Custodians of the lands and waters on which its campuses are located, these are the Traditional Lands of the Arrernte, Dagoman, First Nations of the South East, First Peoples of the River Murray & Mallee region, Jawoyn, Kurna, Larrakia, Ngadjuri, Ngarrindjeri, Ramindjeri, Warumungu, Wardaman and Yolngu people. We honour their Elders past, present and emerging.

Today, over **400 ABORIGINAL AND TORRES STRAIT ISLANDER STUDENTS** are enrolled in courses at Flinders University.



# Level 7

- Level 7 of the City Campus is:
  - A dedicated staff floor accessible with a Flinders University Staff ID Card.
  - A collaborative, **bring your own device workspace** that brings together professional and academic staff from across the university.
  - Predominantly an open-plan workspace with the vast majority of workspace comprising of workstations (desks not offices).
  - Home to permanent residents such as City Campus Services, IDS and Library staff.

# Sentiment Statement

To complement our overarching Flinders University Culture, at our City Campus we want to:

- Foster a vibrant atmosphere of warmth and belonging that radiates positivity inspiring our students, staff, industry and the
- Create a space where community curiosity is welcomed, friendships flourish and you can find your *Fearless*.

The new city campus is a welcoming and safe space for everyone to connect and call home.

*An inclusive and respectful space*

*A place to connect and collaborate*

*A welcoming environment for all*

*A vibrant and engaging atmosphere*

*A positive and fun place to be!*





# Service Ethos

Our statement and student-centred Ethos are the beliefs and values that guide our interactions, articulates our purpose, influences our behaviours and sets the standard for the conduct.

At the City Campus we put our customers at the centre of everything we do, aiming for excellence, inclusivity, and innovation.

We approach our work with a positive attitude, taking immense pride in the journey we embark on together.

As partners, we foster a sense of belonging, warmth, and a vibrant community, making everyone feel like a valued member of our extended family.

# One Team Culture

- One Team Principles
- Customer Service
- Teamwork
- Performance
- Accountability
- Qualities



# City Campus Social Activities



Regular social activities will be organised by the City Campus Services team at the City Campus, and all are welcome to join!



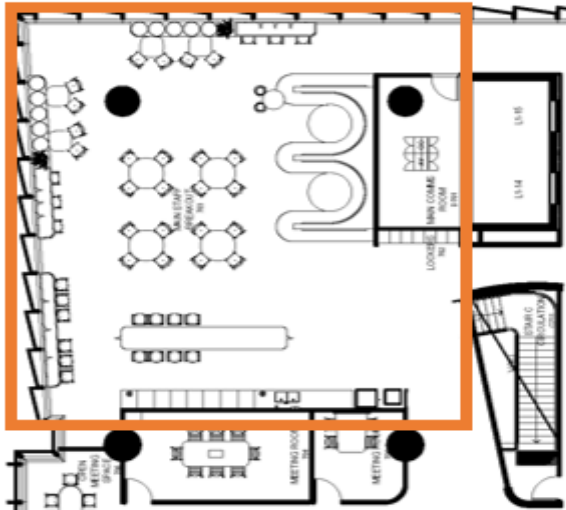
Activities include Morning/Afternoon Teas on level 7 and happy hours



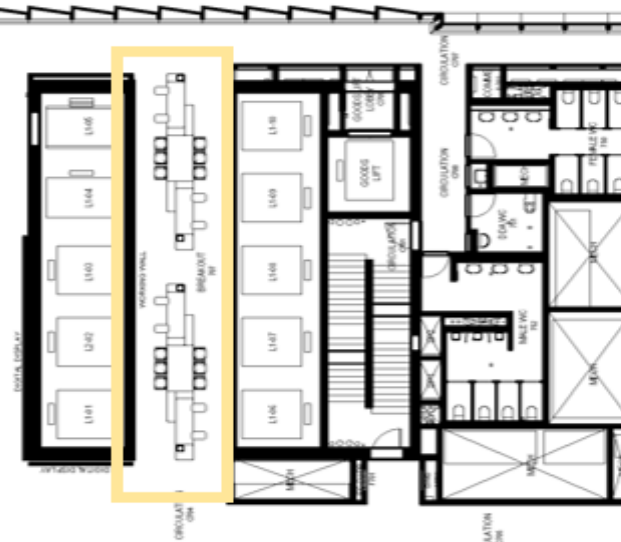
Communication of events will be via the digital screen on level 7, the new City Campus Community channel and the staff website (tbc)

# Zones

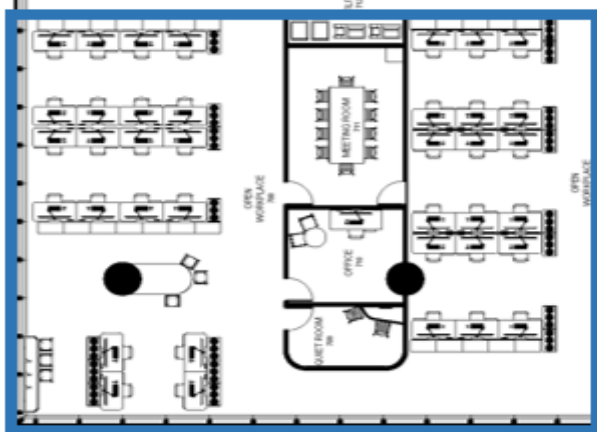
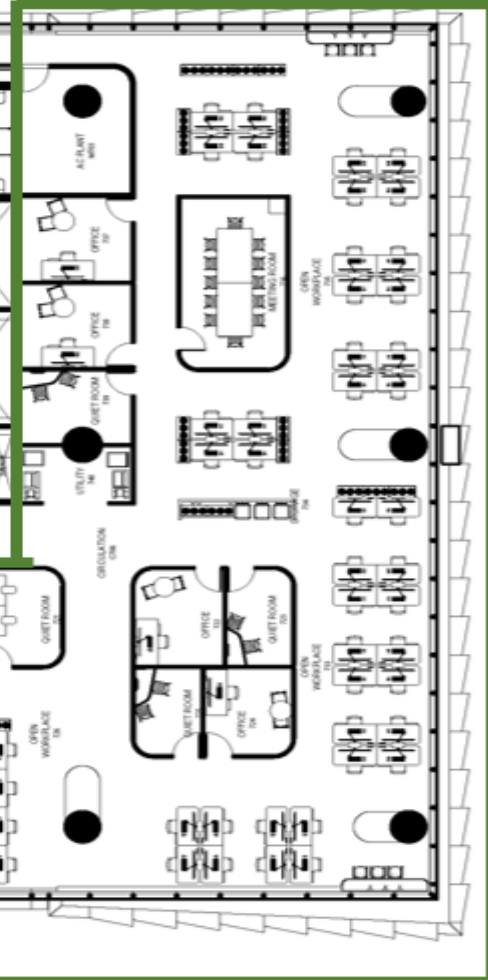
Kitchen & Breakout



Informal Workstations



Bookable Workstations



Allocated Workstations



# Amenities



104 OPEN PLAN  
WORKSTATIONS  
(BRING YOUR OWN DEVICE)



10 INFORMAL  
WORKSTATIONS WITHOUT  
DOCKING STATIONS/  
MONITORS (NO BOOKING  
REQUIRED)



10 QUIET ROOMS/OFFICES  
FOR PHONE CALLS AND  
SMALL AD-HOC MEETINGS



5 LARGE BOOKABLE  
MEETING ROOMS (8-12  
PEOPLE)



4 SMALL BOOKABLE  
MEETING ROOMS (4  
PEOPLE)



2 'FOLLOW-ME' PRINTERS



LARGE BREAK OUT SPACE  
WITH KITCHEN FACILITIES



21 STAFF LOCKERS FOR  
DAILY USE

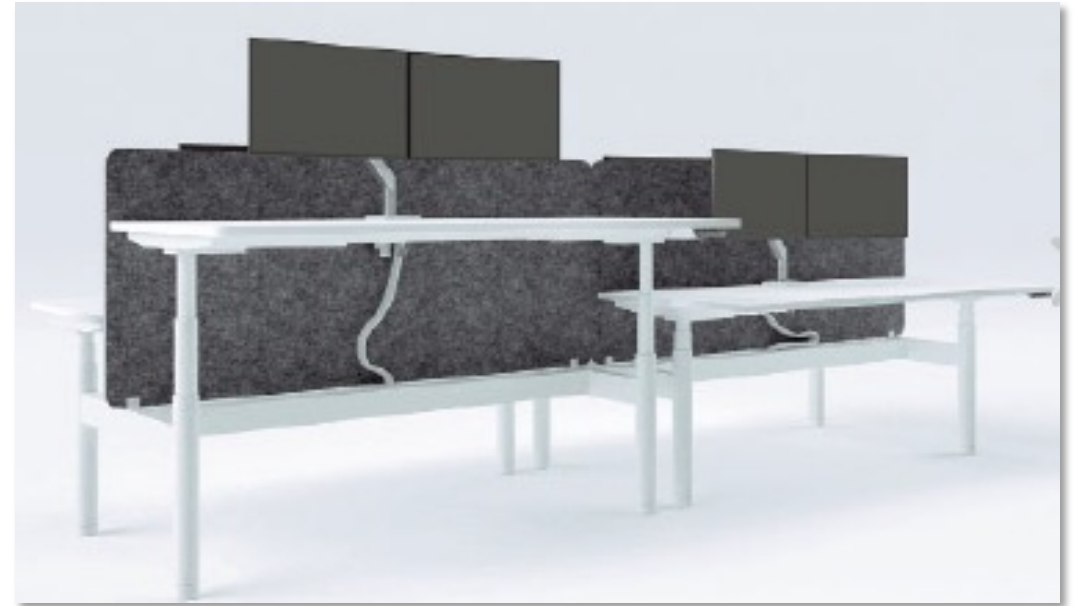


UP TO 81 BOOKABLE  
WORKSTATIONS AVAILABLE

# Workstations

Workstations (desks) at the city campus are equipped with:

- Height adjustable desk and chair
- Pedestal drawers
- Monitors x 2 on adjustable arms
- Laptop docking station with USB-C connection
- Webcam
- Keyboard and mouse



The New City Campus is a Bring Your Own Device (BYOD) campus, so you will need to bring your laptop with you.

Workstations for staff members at the New City Campus will be on Level 7 (whether it is an allocated or bookable workstation). This will see all University staff teaching and working at the New City Campus co-located, allowing for more collaboration and interdisciplinary engagement.

***For information about how to book a Workstation (desk), go to the next slide.***

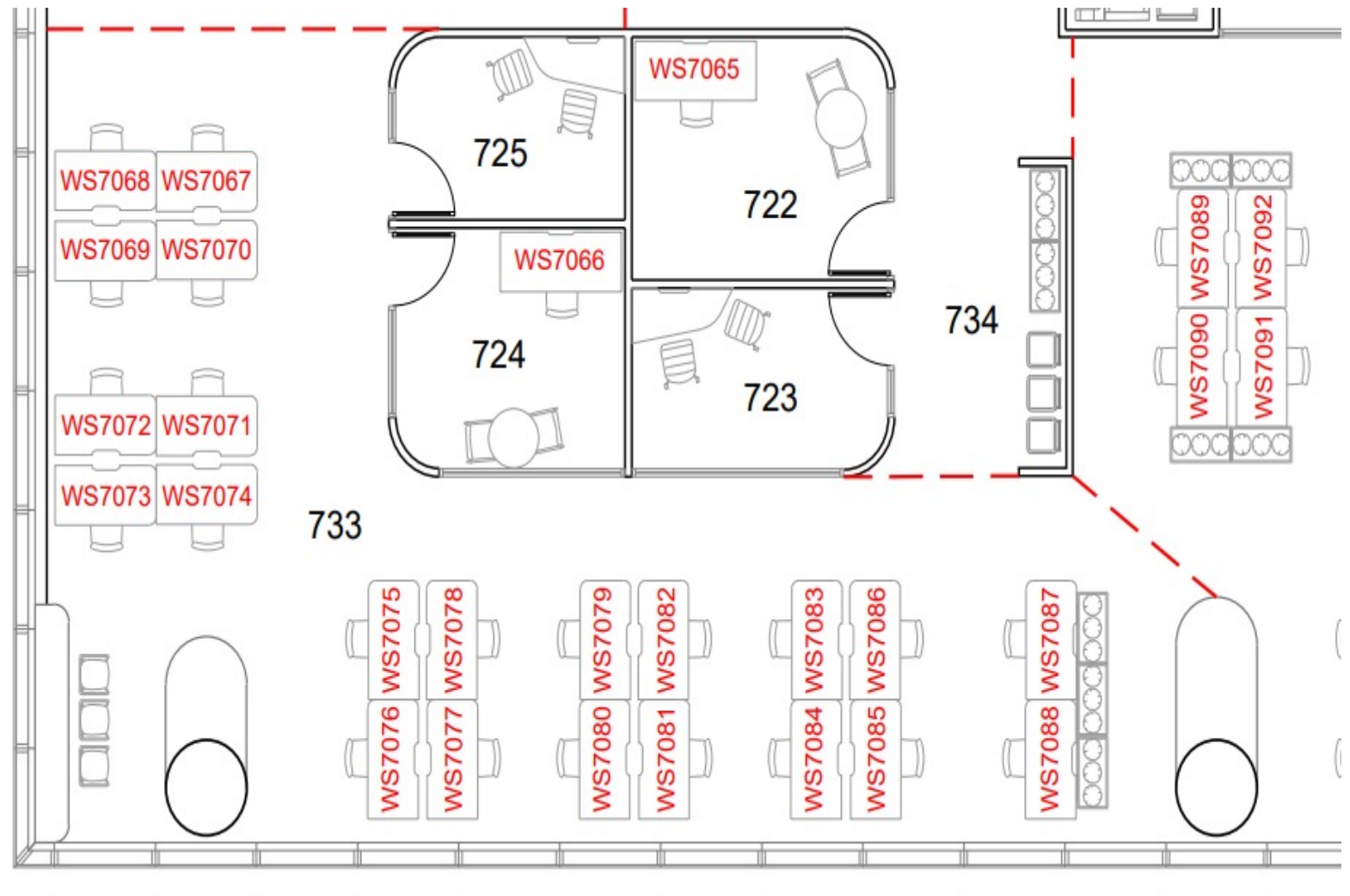
# Bookable Workstations

Three workstation booking types via Resource Booker:

1. Recurring all day bookings up to 16 weeks
2. Ad-hoc all-day bookings up to six weeks in advance, to a maximum of three days per week.
3. Part day bookings of up to 4 hours per day.

Meeting rooms and offices and some quiet spaces can be booked for up to 4 hours via [Resource Booker](#).

Please note staff will need to bring their own device.

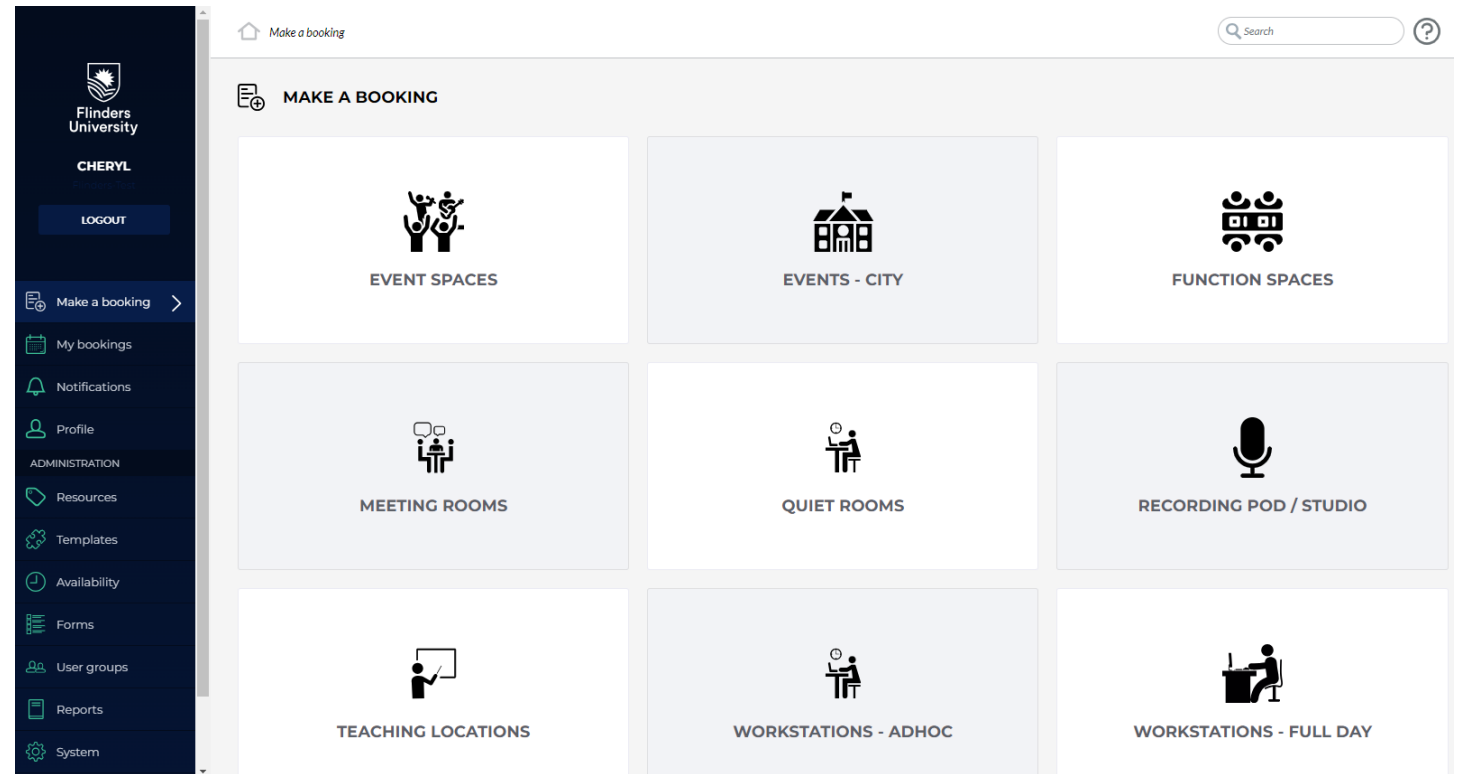


# Bookable Spaces and Workstations

[Resource Booker](#) will give both staff and students the ability to book space and resources across the university.

Support videos and quick reference guides have been created to help you navigate this new and intuitive system and will be available here [Room bookings - Flinders University Staff](#).

Please note staff will need to bring their own device.



# Workplace Etiquette

At the City Campus, majority of workstations (desks) are bookable and are used by multiple staff across the week. Be sure to:

- Respect your colleagues' space and be mindful of their needs too.
- A tidy space is a happy space! Let's keep our workstations clean and inviting for everyone.
- When you are done, give the workstation a quick wipe with the provided sanitised wipes.
- Don't forget your personal treasures and work gadgets when you leave.

Since it's an open and shared space, it's best not to leave anything valuable or confidential lying around.

## **Meeting Rooms & Quiet Rooms:**

Meeting rooms are for time limited collaborative work, allowing everyone to make the most out of the workspace. We have a few quiet rooms set aside for booking, the rest are perfect for those times when you need a bit of privacy for phone calls or impromptu meetings, whether face-to-face or virtually. Once you have finished using the room, we kindly ask that you leave the space open and neat for the next person to enjoy.

# Workplace Etiquette

## Noise:

We all undertake both collaborative and focussed work in the open plan workspace, please be mindful of your voice volume and those around you. Staff members are encouraged to set their mobile phones to low volume, and if you need to make lengthy calls or have discussions, there are the quiet rooms, or breakout zones you can use. When attending Microsoft Teams meetings, calls, or listening to music or content on your laptop in the open workspace, we would appreciate it if you could use your headset.

## Kitchen:

There is a shared staff kitchen facility, it would be great if you could clean up after yourself and take your dishes with you. There are designated eating areas set up for everyone, so feel free to enjoy your meals there. There also is a limited supply of crockery and cutlery, so if you're based at, or regularly working through, the City Campus it might be handy to bring your own.

# CONTACT US



[festivalplaza@flinders.edu.au](mailto:festivalplaza@flinders.edu.au)

