

## Student Representative Council Meeting Minutes October 2020

A meeting of the University of Newcastle Students' Association (UNSA) Student Representative Council (SRC) was held at 3pm on Friday, 30<sup>th</sup> October 2020 in the UNSA building on Callaghan Campus and linked via Zoom.

Distribution list:	<ul style="list-style-type: none"> <li>• President- Luka Harrison (P)</li> <li>• Vice-President Education- Natasha Perrottet (VPED)</li> <li>• Vice President Experience &amp; Engagement- VACANT</li> <li>• Vice-President Welfare &amp; Wellbeing- Jessica Philbrook (VPW)</li> <li>• Postgraduate Student Senate Convenor- Aaron Matthews (PSSC)</li> <li>• International Student Senate Convenor - Noor Maulidiyah (ISSC)</li> </ul>	<ul style="list-style-type: none"> <li>• Newcastle Campuses Convenor - Corey Dixon (NCC) not present</li> <li>• Central Coast Campus Convenor - Matthew Knight (CCCC)</li> <li>• Cloud Campus Convenor - Alexander Snape (CCC)</li> <li>• Sydney Campus Convenor - Benjamin Goy (SCC)</li> <li>• Port Macquarie Campus Convenor - Stephen Bennett (PMCC)</li> <li>• Disability Collective Convenor - Geordan Hart (DCC) not present</li> <li>• Indigenous Collective Convenor - Ngaire Pakai (ICC) not present</li> <li>• Queer Collective Convenor - TJ Hay (QCC)</li> <li>• Women's Collective Convenor - Paris Drinkwater (WCC) (apology)</li> </ul>
Rights of Audience & Debate	<ul style="list-style-type: none"> <li>• Georgia Killick, UNSA Acting General Manager</li> </ul>	
Minute Taker:	<ul style="list-style-type: none"> <li>• Jen Hanson, UNSA Student Support Coordinator, Governance &amp; Representation</li> </ul>	

**Meeting opens:** 3:12pm

### 1. WELCOME AND APOLOGIES

#### 1.1. ACKNOWLEDGEMENT OF COUNTRY

I would like to acknowledge the traditional custodians of this land, the Pambalong clan of the Awabakal people, on whose traditional land this Callaghan Campus of the University of Newcastle is situated.

#### 1.2. APOLOGIES

Apologies received from WCC, not received from ICC, NCC,

#### 1.3. QUORUM

The chair confirms that quorum is established.

#### 1.4. RIGHTS OF AUDIENCE AND DEBATE

2. **CONFLICTS OF INTEREST**

At this point in the meeting the chair calls on the SRC to declare any previously undisclosed conflicts of interest.

None declared.

3. **REPORTS**

**3.1 President**

**3.2 VP Education** (not received)

**3.3 VP Wellbeing**

**3.4 Postgraduate Senate Convenor**

**3.5 International Senate Convenor**

**3.6 Newcastle Campuses Convenor** (not received)

**3.7 Central Coast Campus Convenor** (not received)

**3.8 Port Macquarie Campus Convenor**

**3.9 Sydney Campus Convenor** (not received)

**3.10 Cloud Campus Convenor** (not received)

**3.11 Disability Collective Convenor** (not received)

**3.12 Indigenous Collective Convenor** (not received)

**3.13 Queer Collective Convenor**

**3.14 Women's Collective Convenor**

President asks if there are any questions or comments regarding reports.

VPED gives a summary of the actions taken from the Education Committee explaining that she did not send her report in yet, and she just received minutes from the first meeting today from UNSA.

- Main concerns of the Education Committee were regarding course and program optimization changes especially in the School of Creative Industries.
- One of the biggest issues has been communication between course coordinators, university, staff, lecturers and students.
- VPED reinforced the need for online workshops for students to become proficient in the university's online systems, which was brought up in the Education Committee meetings and is listed in the agenda later.
- VPED mentions the standard of learning should go beyond "P's get Degrees" and that the structure of degrees is so rigid that it is not inclusive to all students.

PMCC gives a summary of what is happening on the Port Macquarie campus.

- PMCC has met with some university staff to work through identified issues flagged by students on that campus.

CCCC gives a summary of what is happening on the Central Coast campus

- Have held 4 meetings so far.
- Discusses concerns that have come up on CC Campus, most notably in the library— regarding access and support for resources such as university websites, technology, MS office, etc.).

Motion: To accept SRC reports received.

Moved by: President

Seconded: PSSC

Support: 8

Opposed: 0

Abstain: 0  
Motion moved.

#### 4. GENERAL BUSINESS & FUNDING REQUESTS

##### 4.1 OPUS logo

President gives an overview of the OPUS logo located in the UNSA dropbox, the purpose is to choose a logo and colour scheme that goes along with UNSA branding. President asks members for any thoughts and feedback regarding the logo.

Members discuss cohesivity of logo and appropriate colour scheme. Members state they prefer the second option, with lighter blue colour.

Motion: to accept second option OPUS logo with lighter blue colour

Moved by: PSSC

Seconded by: CCCC

Support: 8

Opposed: 0

Abstained: 0

Motion moved

##### 4.2 Kalea coffee machine proposal

AGM gives an overview of the coffee machine proposal and explains that providing tea and coffee is one of the SSAF funding categories. Also, there is a free 3 months trial for the coffee machine if 3 months are paid for. AGM states the benefits of purchasing a machine; it gives better quality coffee for students, better complies with covid restrictions, and creates less waste.

President asks for any questions or feedback regarding the coffee machine. Members ask where these would be located? AGM explains Callaghan and Ourimbah will be trialled first, then after usage metrics are tracked, the SRC could petition to buy more coffee machines for Sydney, Port Macquarie, and/or NUSpace as well. For now, the coffee machines would be in the UNSA buildings, to track usage.

Motion: to accept coffee machine proposal

Moved by President

Seconded by: VPED

Support: 7

Opposed: 0

Abstained: 1

Motion moved

##### 4.3 DVC-A update

President explains the DVC-A seeks to form an equity, diversity and inclusion committee and wanted the SRC to give some general feedback in the preliminary planning stages. DVC-A is seeking recommendations on who would like to participate/who should be chosen, etc.

President asks for feedback for members. CCCC states his support for the initiative as a way to include representation from various satellite campuses: Central coast, Port Macquarie, Sydney etc.

President asks members what they think the best way to source students for this committee. Members discuss who could be chosen, and members suggest each convenor could recommend one person.

AGM asks for clarification as to what the purpose of the committee is. President answers that it is very broad. Beyond that, there wasn't info on what powers the committee has, other than it would report directly to DVC-A. Members state it is hard to advise when the parameters of the committee are not clear. Members discuss that there are huge numbers of different groups at each campus, so to include only 2-3 students in the committee would leave a lot of groups and interests left out.

President summarises members input, stating that the SRC would like further clarification of the committee from the DVC-A regarding the purpose and goals of the committee.

#### **4.4 Freezie initiative (frozen meals for students)**

VP Wellbeing gives a summary of the Freezie initiative and how it will help improve wellness on campus in addition to current initiatives such as free food Friday. It ends up costing under \$5 to purchase supplies for the initiative, which brings in a bit of funding for UNSA.

With covid, students are struggling more than normal to eat healthy, affordable meals. Students are seeking more variety, and more options available outside the hours that on campus venues offer. The Freezie Initiative helps address this issue because the frozen meals are non-perishable, grab & go so they can be eaten later when students get home. An initial trial of the initiative could be offered to gauge interest. Also, this initiative could help get more students into the UNSA building.

Members discuss the benefits provided by this initial trial, recognising that this year (and time) may not be best results but next year could be. AGM states that because it is neutral cost, we can give it more of a long trial run. Also, UNSA just got 'the square' point of sale system which provides easy metrics for precise tracking of meals purchased. AGM suggests running the trial until the end of December to gauge interest.

Motion: To approve Freezie Initiative proposal until the end of the year and to continue, pending success of the initial trial run.

Moved by: VPW

Seconded: PMCC

Support: 8

Oppose: 0

Abstain: 0

Motion moved.

#### **4.5 Resources for the queer space**

QCC gives a summary regarding the proposal for further resources for the queer space. The goal is to make the collective a safe space for people of colour, seeking to make space more obviously inclusive. These books were recommended to the collective for purchase in a previous meeting, to add to the existing library of queer specific books.

President expresses his support for the books and asks members for their input. PSSC asks where these books would be available, if there are other spaces besides Callaghan. QCC explains challenges in finding appropriate space on different campuses given the architecture, as well as the sensitive nature of the queer space, to ensure students in the space are given privacy and respect.

Motion: To approve the proposal for additional resources for the queer space. UNSA to spend \$119.05 to purchase books.

Moved by: QCC  
Seconded: President  
Support: 6  
Oppose:  
Abstain: 2  
Motion moved.

#### **4.6 Establishment of a queer collective at Ourimbah campus**

CCCC gives a summary of the need for a Queer collective at Ourimbah campus

QCC discusses there have been previous attempts at this and agrees there is a demonstrated need for this collective on the central coast, as well as a demonstrated need for events, activities, and support for queer students on Ourimbah campus. CCCC would like the convenor to sit on the Central Coast committee. AGM explains there could be branches of the Queer Collective at each campus, like satellite collectives for each campus.

President suggests QCC works with CCCC on this initiative. QCC states they would be happy to work with CCCC on this initiative.

#### **4.7 Online workshops on how to access UON sites/resources (UONLine, myUON, BB etc.)**

CCCC discusses that there has been a decline in support at the Ourimbah library and that there are no more staff rovers to help. At Ourimbah there are approximately 1/3 new students 1/3 mature age students and 1/3 returning students which means at least 2/3 of students likely need support. CCCC would like to work on planning an online workshop run by UNSA on how to access university sites such as navigating blackboard, enrolling in classes using myHub, and accessing online resources from the library.

President suggests VPED works with CCCC and any other interested members. AGM states that the UNSA Online and Engagement officer could lead this initiative, incorporating feedback from the SRC to cover the length and breadth of university online sites and resources.

#### **4.8 NOWSA Conference 30<sup>th</sup> October-4<sup>th</sup> November**

Noted by members.

#### **4.9 Frightful Funhouse: A Spooky Spectacular Series of Events**

AGM discusses the proposal for 2021 Halloween extravaganza to take to Vice Chancellor's Campus Activation Committee to seek support and funding to make this event a reality. AGM asks for any questions or comments. Members discuss questions about the event, times and structure of the events,

Motion: To take the Frightful Funhouse events proposal to the VC Campus activation committee for approval.

Moved by: President  
Seconded: VPED  
Support: 8  
Oppose: 0  
Abstain: 0  
Motion moved.

CCC leaves meeting 3:59 pm.

## 5 MATTERS FOR NOTING & GENERAL QUESTIONS

### 5.1 UNSA building: furniture and renovation plans

President and AGM give a summary of the furniture and renovation plans located in the dropbox. IFS has created floor plans and furniture to be purchased by the end of the year.

- Phase 1 2020: furniture.
- Phase 2 2021: capital building works such as leaky roof fixed, industrial kitchen installed, AC/heating installed

PSSC asks about HA 150 (the previous NUPSA office). AGM answers that it will be used as a club's storage room with key card access, until Hunter Building is demolished. AGM has asked for additional clubs' storage at Ourimbah, NUSapce, as well as the clubhouse under Bar on the Hill.

QCC asks that mobility be considered to ensure accessibility and inclusion in the new kitchen. AGM answers that Occupational Health and Safety has been consulted and will be consulted in everything UNSA does to ensure accessibility and inclusion.

### 5.2 UNSA website and membership management platform

President gives a summary of UniOne software for UNSA membership management and clubs administration. Members are given the chance to ask questions and voice concerns. None asked.

### 5.3 2021 Elected UNSA SRC members

President gives summary of election results and asks if anyone has any questions or concerns. PSSC asks about handover policies and procedures, or if they exist. Members agree that this is a mutual concern that should be addressed before the end of the year.

AGM advises the current SRC that they may invite new 2021 SRC members to attend any meetings held this year, however they would not be a voting member until they officially start in 2021.

### VP Wellbeing discusses Ally training workshops for SRC and UNSA staff

VPW seeks to gauge interest in participating in Ally training from the SRC and UNSA staff and asks what timeframe would be ideal for those interested.

Members who expressed interest: President, PSSC, PMCC, and UNSA SSC G & R. Members stated that December would be most ideal for training.

AGM advises VPW to reach out to the Equity, Diversity and Inclusion Coordinator/Ally Coordinator regarding spots for the interested parties.

## 6. MEETING FINALISATION

### 6.1 Review actions to be taken

ACTION	ASSIGNED TO	STATUS
Inform Opus of SRC's logo preference	President	
Purchase Kalea Coffee Machines for Callaghan and Ourimbah campuses.	AGM	In progress
Request further clarification on the goals/objectives and desired membership of the DVC-A's proposed diversity, equity and inclusion committee.	President	

Begin purchasing frozen food for the Freezie Initiative	VPW/AGM	
Purchase resources for the Queer Space (Callaghan)	AGM	In progress
Coordinate CCCC & QCC in the creation of a Queer Collective branch at Ourimbah campus.	SSC G & R	
Coordinate with CCCC and VPED to create online workshop(s) covering university websites, online resources, etc.	SSC G & R and SSC Online Engagement	
Take Frightful Funhouse proposal to the VC's Campus Activation committee for approval/funding.	AGM	In progress
Coordinate dates and procedure for the induction and handover for 2021 SRC.	SSC G & R	
Secure dates and spaces for Ally training with the university Ally Coordinator. Ask if there is space for 4 SRC/UNSA staff to attend (President, PSSC, PMCC, and SSC G & R)	VPW	
Set date for next SRC meeting towards the end of November. Also coordinate a photographer for that time.	SSC G & R	
Coordinate end of year SRC get together/celebration.	SSC G & R	

## 2. Next meeting

Members discuss that the most suitable time would be towards the end of November after final exams and assessments.

11:00 AM

**Meeting closes: 4:13pm**