

**Student Representative Council
Meeting #5 Minutes
October 2021**

A meeting of the University of Newcastle Students' Association (UNSA) Student Representative Council (SRC) was held at 5:30pm on Wednesday 6th October 2021 via Zoom.

In attendance:	<ul style="list-style-type: none"> • President- Luka Harrison (not present) • Vice-President Education (VPED)- Chloe Jones • Vice President Experience & Engagement (VPEX)- Georgie Cooper • Vice-President Welfare & Wellbeing (VPW)- Jessica Philbrook • Postgraduate Students' Senate Convenor (PSSC) – Feisal Masmali • International Students' Senate Convenor (ISSC)- Shuang Zhang • Newcastle Campuses Committee Convenor (NCC)– Harry O'Brien Smith • Central Coast Campus Committee Convenor (CCCC)– Mandip Kour • Cloud Campus Committee Convenor (CLCC)- Rachel McGuinness • Sydney Campus Committee Convenor (SCC)- VACANT 	<ul style="list-style-type: none"> • Port Macquarie Campus Committee Convenor (PMCC)- Stephen Bennett • Acting Queer Collective Convenor (AQC)- Max Tran • University Council Student Representative (UCSR)- Lucas Dowling • Academic Senate Student Representative (ASR)- Evan Gibbs • Accessibility and Equity Collective Convenor (A&EC)- VACANT • Indigenous Collective Convenor (INCC)- VACANT • Women's Collective Convenor (WCC)- VACANT • Parents and Carers Collective Convenor (PACCC)- VACANT
Minute Taker:	<ul style="list-style-type: none"> • UNSA Student Representative Support Officer (SRSO)- Jen Hanson 	
By Invitation:	<ul style="list-style-type: none"> • UNSA General Manager (GM)- Georgia Killick 	

Meeting opens: 5:41pm

1. WELCOME AND APOLOGIES

1.1. ACKNOWLEDGEMENT OF COUNTRY

Chair acknowledges 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 and lands that everyone is zooming in from.

1.2. APOLOGIES

President is not present and did not send apologies.

1.3. QUORUM

Chair confirms that quorum is established.

1.4. RIGHTS OF AUDIENCE AND DEBATE

Rights of audience and debate granted to SRSO and GM.

2. CONFLICTS OF INTEREST

The chair calls on the Student Representative Council (SRC) to declare any previously undisclosed conflicts of interest relevant to today's agenda.

None declared.

3. CONFIRMATION OF MINUTES FROM THE PREVIOUS MEETINGS See Dropbox Folder 3.

Motion: to confirm minutes from the previous meetings from August and September 2021.

Moved by: NCC

Seconded by VPW.

In favour: 12

Motion carried.

4. ACTION ITEMS FROM THE PREVIOUS MEETING

ACTION	ASSIGNED TO	STATUS
Contact IFS Operations Officer to identify potential campaign zones for future UNSA elections.	GM	N/a, online campaigning due to covid.
Update members on status of student payments and AGM date.	GM	Complete
Draft Terms of Reference for the Parents and Carers Collective. (POCO?)	VPW, SRSO, Manager, Student Representation	In progress
Plan and execute UNSA Staff and SRC paint and sip bonding session to be held after AGM.	SRSO	Complete, 6 th October.

ACTIONS JUNE SRC MEETING	ASSIGNED TO	STATUS
Reach out to Dean of Regional Campuses to explore possibility of extending library hours for Port Macquarie students.	GM.	In progress
Coordinate an UNSA trip to Port Macquarie for semester 2. Picnic.	GM, SRSO, PMCCC	On hold, covid-dependent
Incorporate SRC Key Contacts into SRC handover documents at the end of each year.	SRSO, All	Complete.
Adjust SAR PD slightly to accommodate for whichever committees SAR will sit on. Also adjust the time commitment and responsibilities accordingly.	GM, SRSO.	In progress, working with Student Living
Amendments to the SRC TOR should be edited to match PD with A&E Collective amendment.	SRSO, VPW	In progress
Draft SRC Flying Minutes Policy and bring to the next SRC meeting.	GM, SRSO.	In progress
Research (potentially) indigenous artist-designed, sustainable, high quality picnic rugs for bulk order. To be considered in the next SRC meeting. (With provision to add some picnic rugs to Port Macquarie campus while it is still open)	VPW	
<ul style="list-style-type: none"> Send information re: indigenous-designed, sustainable picnic rugs to VPW. 	GM	In progress
Write to DVC-A to appoint a Deputy Returning Officer to oversee and execute UNSA elections.	GM, President	Complete.
Reach out to each SRC member regarding their payment.	GM	Complete.
Send out doodle poll to set up date/time for SRC/staff bonding session.	SRSO	Complete
Create risk assessments procedure for SRC funding proposal events.	GM, SRSO	In progress

Continue researching self-defence class quotes to bring to the next SRC meeting.	VPW	On hold, covid-dependent.
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ACTIONS FROM AUGUST MEETING	ASSIGNED TO	STATUS
Clubs Merchandise Framework	VPEX, SRSO	In progress.
Sensory Objects: wobble chairs Table for next meeting to allow adequate time to consult with students who are neurodiverse. Submit a proposal for October SRC meeting after consultation with stakeholders.	SRSO CLCC	Complete See agenda item 6.1.
Relocation of Hunter Tables: Reach out to library contact. Add to the proposal: collaborate with library to get support. Contact IFS Commercial Services.	CLCC NCCC SRSO	Complete Complete Waiting to hear back from Library staff.
Port Macquarie Tenpin Bowling Event: Amend proposal to allocate \$1000	PMCC	Complete
World's Greatest Shave: Brainstorm potential ideas for a campus activation charity event for next meeting (October) and send through to the UNSA-office email.	All	In progress, see agenda item 7.2.
Australian LGBTIQ+ Community Census Declaration Sign the Australian LGBTIQ+ Community Census Declaration as an organisation. Promote declaration on UNSA social media accounts.	GM/President SRSO	Complete
Nominate an Academic Proposal Help coordinate promotions for the initiative with VPW and UNSA Media Officer.	VPW, SRSO, Media Officer	In progress
SRC Elections: Coordinate an SRC meet and greet/Q&A for early Week 7. Send out a plan for elections workshops, communications etc.	SRSO GM	Complete Complete
NAGCAS Diversity and Inclusion Panel: Notify Careers team of student volunteers: President, VPED, NCCC, VPEX, CLCC.	SRSO	Complete

ACTIONS FROM SEPTEMBER MEETING	ASSIGNED TO	STATUS
Contact representatives and ask them to reject the findings of the committee report, and stop this harmful bill (One Nation - NSW Education Legislation Amendment (Parental Rights) Bill 2020): <ul style="list-style-type: none"> The Honourable Sarah Mitchell; Premier Gladys Berejiklian; The Honourable John Barilaro; The Honourable Chris Minns; and, Ms Prue Car. 	AQC & VPW	Complete
Draft a joint media release from UNSA to the community calling for individuals and other organisations to reject the Bill, as explained by Equality Australia.	AQC & VPW	Complete
Send joint media release to University DVC-A and Equity and Diversity Coordinator.	AQC & VPW	To be sent once approved by President.

Chair invites members to speak on any of the action items:

NCC contacted the library again on Monday regarding relocation of Hunter Building tables but hasn't heard back from them yet.

VPW and AQC finished preparing the media release rejecting the One Nation - NSW Education Legislation Amendment (Parental Rights) Bill 2020 and has gone to President for approval before sending.

5. REPORTS (see Dropbox folder 5)

5.1. President not received

5.2. VP Education

5.3. VP Experience and Engagement

5.4. VP Welfare and Wellbeing

VPW has sent out all the call outs for the collectives. Terms of Reference are being drafted and pages are being built on the website for each Collective with Online Experience & Engagement Officer.

5.5. Postgraduate Students' Senate Convenor

5.6. International Students' Senate Convenor

5.7. Newcastle Campuses Committee Convenor

5.8. Central Coast Campus Committee Convenor

5.9. Port Macquarie Campus Committee Convenor

5.10. Sydney Campus Committee Convenor n/a

5.11. Cloud Campus Committee Convenor

5.12. Student Accommodation Representative n/a

5.13. University Council Student Representative

5.14. Academic Senate Student Representative

5.15. Acting Queer Collective Convenor

Motion: To approve the SRC reports received.

Moved by: VPEx

Seconded by: PGC

In favour: 12

Motion carried.

6. GENERAL BUSINESS & FUNDING REQUESTS

6.1. SENSORY OBJECTS: WOBBLE CHAIR See Dropbox folder 6.1.

CLCC consulted with neurodiverse students regarding viability of wobble chairs and intended use scenarios. If UNSA purchased more than one, we can encourage more neurodiverse students to use the area. This proposal came as a follow up from the sensory items purchased earlier in the year. They are also great for neurotypical folks and are especially useful for improving posture. Members discuss how many chairs to order and if they will be shared between campuses. GM suggests UNSA could order 3 instead of the 2 outlined in the proposal. There is also a slight discount available if more than one is purchased in a single transaction.

Motion: to approve the proposal for the purchase of 3 wobble chairs.

Moved by: NCC

Seconded: CLCC

In favour: 12

Motion carried.

6.2. MERCHANDISE

GM asks members for their merchandise preferences for O-week 2022. UNSA can either purchase smaller quantities of a couple of expensive items or larger quantities of cheaper items.

Members discuss their preferences and express that sustainability is a key factor in the decision. It would be more responsible to get a couple of things of high quality instead of a lot of small plastic things. Last year Umbrellas were popular. Coffee cups and water bottles were very popular (and sustainable options) in previous years. Pens and highlighters were also a big hit. Last year UNSA chose biodegradable wheat grass pens which were of great quality. Other desirable merchandise includes Aerogard, Masks (with adjustable straps), and reusable cutlery. UNSA could also add a reusable straw to the cutlery set. Students also love wall planners!

6.3. SRC STRUCTURE

This is tabled for next meeting.

6.4. SRC/UNSA LETTER TO UNIVERSITY COUNCIL RE: STUDENT POSITION ON NUSERVICES BOARD

UCSR and UNSA have been working hard this year on increasing student participation in governance. Another way to work towards this goal would be to establish a permanent formal position for a student on the NUservices board instead of informal student attendance at meetings, which currently leaves students at the whim of university management.

Members discuss the implications of establishing a student position on the NUservices board. UCSR suggests that the University Council Student Rep could be appointed as ex-officio to the NUservices Board. UCSR already complete the foundations of directors course to prepare for Board membership. It also makes more sense for council to appoint the student to the NUservices Board, as it is common practice for other university entities such as NUsport. Serving on University Council comes with a lot of background knowledge which could lend itself to the NUservices board position.

ASR flags that it may be too much of a commitment for the University Council Representative to handle. UCSR states the University Council workload is not as high as other SRC positions since there is only 1 meeting per month.

GM suggests separating this into two parts:

- Will the SRC support the establishment of a Student Director position on NUservices board?
- And if so, which role would be the one who would do that?

GM advises it may be best to discuss further and not make a final decision today. Members discuss next steps and agree that the SRC should write a letter to the NUservices board detailing this initiative. UCSR suggests actioning this before the December University Council Meeting.

Motion: That the SRC write a letter to the NUservices Board in preparation for the December University Council meeting, and for the SRC to discuss finer details further.

Moved by: VPW

Seconded: NCC

In favour: 12

Motion carried.

7. MATTERS FOR NOTING & GENERAL QUESTIONS

7.1. CLUBS MERCHANDISE FRAMEWORK UPDATE

Last meeting the SRC discussed an initiative for clubs to receive \$500 for merchandise for O-Week next year. The proposal is going to the UNSA Board under delegations of authority policy since it is over \$2000. VPEx gives everyone an overview of the documents prepared with the Clubs Support Officer and Scooda (merchandise supplier). There is no extra cost for shipping to students. VPEx talks through the cost per piece; for expensive items such as hoodies, students will pay \$10 to offset the cost. UNSA logo cost will be sent through separately as it is done by batch. Members share feedback in support of the clubs merchandise framework. If anyone has additional feedback, send through to VPEx.

7.2. IDEAS FOR CHARITY EVENT

e.g., 'World's Greatest Shave' as proposed by UCSR in previous meeting's action items. VPEx to speak on this (see 'matters for noting' in VPEx report located in Dropbox folder 5).

Since last meeting, VPEx searched for more local charities that UNSA could contribute to and gives an overview of each. Members add additional options.

- Lifeblood: blood drives have been very much needed; however, it is difficult to get the van on-site due to covid restrictions.
- Relay for life, partnering with NUsport.
- Soul café sleepout for Soul typically takes place in May or could host this on campus.
- Jenny's Place
- Got Your Back Sista
- Potentially a mental health charity around Newcastle.
- Afghani refugees that have been settled in Australia.

Members discuss support for these initiatives and how they could link up with each campus. VPW suggests looking into charities on the Central Coast as it is one of the worst places for DV and inter-violence as another option.

Members discuss timeframe and agree that it would be best to shelve these for next year. UNSA is planning a give back week too which could involve multiple charities. GM advises it is best to wait to involve the 2022 SRC in these decisions and plan around the 2022 UNSA cycle of business. If anyone feels strongly about a cause, do the research, and submit a funding proposal, otherwise leave for the 2022 SRC.

GM shares some items for noting:

Today the GM sent through the updated SRC Terms of Reference approved in the previous Board meeting. These will also be uploaded to the website soon. The three ex-officio roles will all have voting power going forward. All positions are elected by students, and it is important that student voice is amplified.

At the most recent Campus Activation meeting, a student shared a proposal for a 'NUsic' space. Essentially it is a space with a bunch of instruments where students can have impromptu jam sessions from time to time. Ideally in this space would be near the Conservatorium, NUspace or University House. IFS is looking for a location and has asked if NUsic could be housed in the Clubhouse under Bar on the Hill. The Clubhouse is coming under UNSA's management very soon as part of the clubs transition process from Student Central to UNSA.

Members discuss *NUsic* being housed in the Clubhouse and voice a number of concerns. Musical instruments are very expensive, and there isn't really much storage in the Clubhouse area. It also would make more sense for the space to be in or near the conservatorium (where music students study), not at Callaghan. Also, the Clubhouse space is small. If UNSA wants to have a vibrant clubs community, then clubs need spaces to operate. It could also set a precedent to the university that if they don't fulfill their promises then UNSA will pick up the slack. The University should be taking on the responsibility and accountability for the decisions that they make, which means finding *NUsic* a space that is not already being used by students for another purpose. It also potentially jeopardises UNSA's chances of building a solid, healthy relationship with clubs. Also, the Clubhouse is not soundproof like many rooms in the Conservatorium. Plus, the newly built Q building has a jam room that could be used as part of the School of Creative Industries. UNSA is very supportive of *NUsic* and are happy to support it in other ways. However, using the Clubhouse space, as outlined in the proposal, is not viable for UNSA.

Motion: The UNSA SRC rejects the use of the Clubhouse under Bar on the Hill for the *NUsic* program, as it believes the University can identify a more suitable space.

Moved by: NCC

Seconded: VPEx

In favour: 12

Motion carried.

8. MEETING FINALISATION

8.1. Review actions to be taken

ACTION	ASSIGNED TO	STATUS
Purchase 3 wobble chairs.	GM	
O-Week Merchandise: Email GM with any additional merchandise feedback. Gather quotes and send out via flying minutes.	SRC GM	
NUServices Student Director proposal: Draft letter to NUServices board on the establishment of a Student Director Position. Arrange meeting to bring ideas and further discuss what this will look like.	VPED, UCSR, President. SRSO	
Clubs Merchandise Framework: Send feedback to VPEx by the end of the week, as this will be sent around to the board via circular resolution next week.	SRC	
Bring SRC feedback on <i>NUsic</i> proposal to IFS and ask that they identify a more suitable space.	GM	

8.2. Next meeting: Wednesday 1st December 2021 5:30-7:30pm

Meeting closes: 6:54pm