

Student Representative Council Meeting #4 Minutes August 2021

A meeting of the University of Newcastle Students’ Association (UNSA) Student Representative Council (SRC) was held at 5:30pm on Wednesday 4th August 2021 via Zoom.

In attendance:	<ul style="list-style-type: none"> • President- Luka Harrison • Vice-President Education (VPED)- Chloe Jones • Vice President Experience & Engagement (VPEX)- Georgie Cooper • Vice-President Welfare & Wellbeing (VPW)- Jessica Philbrook (Apology) • 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 • Student Accommodation Representative (SAR)- Vacant • 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 • Queer Collective Representative (QCR)- Max Tran • 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: 5:32pm

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.

1.2. APOLOGIES

Received from VPW.

1.3. QUORUM

Chair confirms that Quorum is established.

1.4. RIGHTS OF AUDIENCE AND DEBATE

Granted to UNSA GM and SRSO.

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 MEETING

Motion: To confirm the previous meeting minutes.

Moved by: VPED

Seconded by: NCCC

In Favour: 9

Abstained: 1

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	In progress
Update members on status of student payments and AGM date.	GM	In progress
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	On hold, covid-dependent

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	In progress
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
Clubs Merchandise Proposal to be sent out to SRC via flying minutes (once the flying minutes policy is written) to allocate up to \$500 per club on request for branded apparel (pending clubs merchandise guidelines document). <ul style="list-style-type: none"> Draft Clubs Merchandise guidelines document. 	SRC	See item 7.3
Purchase 12 higher quality mats at a cost of \$600, as outlined in the UNSA Yoga Mats Proposal.	VPW, VPEx, GM.	Complete
To approve the Sensory Objects Proposal, with the amendment to double the amount ordered to allocate a set to the Ourimbah campus.	VPW, GM	Complete
Send information on wobble chairs to SRSO. Bring wobble chair information to the next SRC meeting to be considered as additional sensory resources for students.	CLCC SRSO	Complete See Agenda item 6.3
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
Coordinate date/time for UNSA picnic to Port Macquarie Campus	SRSO, PMCC	In progress, covid-dependent.
Write a statement to University Council on behalf of UNSA requesting reconsideration regarding the Chancellor appointment. Including that UNSA will not endorse the appointment unless certain conditions are met.	President	Complete
To obtain student feedback regarding the Chancellor appointment: <ul style="list-style-type: none"> Conduct a survey regarding the Chancellor appointment Organise a meeting with students Coordinate student consultation sessions, if the appointment moves ahead, 	Online Experience and Engagement Officer President UNSA staff, President.	Complete
Write to DVC-A to appoint a Deputy Returning Officer to oversee and execute UNSA elections.	GM, President	In progress
Reach out to each SRC member regarding their payment.	GM	In progress
Send out doodle poll to set up date/time for SRC/staff bonding session.	SRSO	On hold, covid dependent.
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.
Reach out to SRC members via email regarding SMART goals for semester 2 and progress plan.	SRSO	Complete. See agenda item 7.2

5. REPORTS (located in Dropbox folder 4)

5.1. President

5.2. VP Education

5.3. VP Experience and Engagement

5.4. VP Welfare and Wellbeing

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 **not received**

5.15. Queer Collective Convenor

Motion: To accept the submitted reports.

Moved by President.

Seconded: VPEx

In Favour: 9

Abstained: 1

Motion Carried.

6. GENERAL BUSINESS & FUNDING REQUESTS

6.1. INTRODUCTIONS

SRC members begin with introductions to help everyone feel welcome and included. 😊

6.2. GM UPDATE

6.2.1. SRC EMPLOYMENT CONTRACTS

GM gives an update on the employment contracts. SRC roles will be paid as employment, not an honorarium. GM notes that workload will not increase, but there will be increased accountability and the incorporation of KPIs relevant to each SRC portfolio. Work can be done entirely at home and not in person. Pay will be on a fortnightly pay run. As requested by the SRC, this avenue of payment was chosen to help further empower the SRC and make the SRC truly the heart of everything we do at UNSA.

6.3. UNSA CLUBS MERCHANDISE

GM suggests that the UNSA Clubs Merchandise Framework should be drafted by the SRC, led by VPEx. It should be a simple document outlining what UNSA expects from clubs to order merchandise. It is an exciting opportunity and could be the first SRC project to be completed under the employment contracts.

Central Coast, Cloud and Newcastle Campuses Convenors volunteer to help VPEx with the framework. SRSO will assist in setting up a meeting to draft the framework.

6.4. SENSORY OBJECTS: WOBBLE CHAIR

Link to wobble chair [here](#).

CLCCC suggests this agenda item be tabled for next meeting to allow adequate time to consult with students who are neurodiverse. CLCC to submit a proposal for October SRC meeting after consultation with stakeholders.

6.5. RELOCATION OF HUNTER TABLES

NCCC explains that the library has been incredibly crowded and study spaces are very limited. A potential solution would be to move the old SSAF funded tables and chairs from the Hunter precinct over to Achmuty in the outdoor study area.

NCCC requests approval to contact IFS to see if tables and chairs can be moved to relieve library congestion. This is especially relevant now that nicer weather is coming. Members agree that this would be a fantastic solution while adhering to current covid restrictions (as the tables and chairs would be placed outside).

GM advises that UNSA should contact someone in the library first to get their support and then secondly reach out to IFS. It is also a great opportunity to hold the university accountable to their commitment to sustainability, and that student money is spent on students and used by students. CLCCC offers to reach out to her connection in the library and to loop NCCC into the email. After that, SRSO will reach out IFS with NCCC and CLCC.

Motion: To Open communication with the Library and IFS regarding the relocation of Hunter Building tables.

Moved by: NCCC

Seconded: VPEx

In favour: 10

Motion Carried

6.6. PORT MACQUARIE TENPIN BOWLING EVENT

PMCCC explains the proposal for a Tenpin bowling event for students at Port Macquarie.
GM suggests the SRC approve up to \$1000 to allocate for extra students, soft drinks, or snacks.

Motion: to approve the proposal for the Port Macquarie tenpin bowling event.

Moved by: PMCC

Seconded by: NCCC

In Favour: 10

Motion Carried.

6.7. WORLD'S GREATEST SHAVE

UCSR speaks to his proposal and suggests the SRC run an event on campus aiming to increase activation and raise funds for charity. This would involve both staff and students on campus.
UCSR proposes that SRC come to next meeting with brainstormed suggestions.

6.8. AUSTRALIAN LGBTIQA+ COMMUNITY CENSUS DECLARATION

See link to article [here](#) and link to declaration [here](#).

QCC speaks to the article and declaration in support of the LGBTIQ+ community being properly acknowledged in the census. SRC members agree that inclusivity is very important, especially since it is a core UNSA Value, now is the time to show support for the LGBTIQ+ community. Having this data collected and considered helps with allocation of funding and attention given to important issues. UNSA could put the link to the declaration up on socials in addition to UNSA signing the declaration as an organisation.

Motion: for UNSA to sign the Australian LGBTIQ+ Community Census Declaration and share on UNSA socials.

Moved by: QCC

Seconded by: President

In Favour: 10

Opposed: 0

Abstained: 0

Motion Carried.

7. MATTERS FOR NOTING & GENERAL QUESTIONS

7.1. NOMINATE AN ACADEMIC

VPW has outlined the Nominate an Academic proposal located in the Dropbox. It aims to provide a channel for recognition of teaching staff at the University through UNSA's Opus Magazine.

Motion: That the SRC notes the initiative and promotes it on relevant channels (such as committees).

Moved by: VPEx

Seconded: NCCC

In favour: 10

Motion Carried.

SRSO to help coordinate promotions for the program with VPW and UNSA Media Officer.

7.2. SRC GOALS AND PROGRESS UPDATE FOR THE AGM

Survey sent out via email, due 30th July.

- 7.2.1. **President**
- 7.2.2. **VP Education**
- 7.2.3. **VP Experience and Engagement**
- 7.2.4. **VP Welfare and Wellbeing**
- 7.2.5. **Postgraduate Students' Senate Convenor** not received
- 7.2.6. **International Students' Senate Convenor** not received
- 7.2.7. **Newcastle Campuses Committee Convenor** not received
- 7.2.8. **Central Coast Campus Committee Convenor**
- 7.2.9. **Port Macquarie Campus Committee Convenor**
- 7.2.10. **Sydney Campus Committee Convenor** n/a
- 7.2.11. **Cloud Campus Committee Convenor**
- 7.2.12. **Student Accommodation Representative** n/a
- 7.2.13. **University Council Student Representative**
- 7.2.14. **Academic Senate Student Representative**

7.3. SRC 4-PART VIDEO SERIES

- 7.3.1. **President**
- 7.3.2. **VP Education**
- 7.3.3. **VP Experience and Engagement**
- 7.3.4. **VP Welfare and Wellbeing** not received
- 7.3.5. **Postgraduate Students' Senate Convenor** not received
- 7.3.6. **International Students' Senate Convenor** not received
- 7.3.7. **Newcastle Campuses Committee Convenor**
- 7.3.8. **Central Coast Campus Committee Convenor** not received
- 7.3.9. **Port Macquarie Campus Committee Convenor** not received
- 7.3.10. **Sydney Campus Committee Convenor** n/a
- 7.3.11. **Cloud Campus Committee Convenor**
- 7.3.12. **Student Accommodation Representative** n/a
- 7.3.13. **University Council Student Representative**
- 7.3.14. **Academic Senate Student Representative** not received

7.4. SRC ELECTIONS MEET & GREET ZOOM

SRSO to coordinate this for early week 7. Members ask about workshops for elections process and guidance re: nominations. GM will send out a plan for elections workshops, communications etc.

7.5. NAGCAS DIVERSITY AND INCLUSION PANEL

Link to NAGCAS [here](#).

SRSO gives a background on the NAGCAS Diversity and Inclusion panel. Careers team has asked for student volunteers to sit on the panel in November. SRSO to coordinate volunteers with careers team.

Members welcome the Queer Collective Representative and GM suggests a formal motion to recognise QC Representative as Acting QC Convenor.

Motion: Formally recognise Max Tran as acting Queer Collective Convenor until the QC elections take place.

Moved by: President

Seconded: VPEX

In Favour: 9

Abstained: 1

Motion Carried.

8. MEETING FINALISATION

8.1. Review actions to be taken

ACTION	ASSIGNED TO	STATUS
Clubs Merchandise Framework Coordinate meeting with VPEX, Central Coast, Cloud and Newcastle Campus Convenors.	SRSO	
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	
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	
Port Macquarie Tenpin Bowling Event: Amend proposal to allocate \$1000	PMCC	
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	
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	
Nominate an Academic Proposal Help coordinate promotions for the initiative with VPW and UNSA Media Officer.	VPW, SRSO, Media Officer	
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	
NAGCAS Diversity and Inclusion Panel: Notify Careers team of student volunteers: President, VPEd, NCCC, VPEX, CLCC.	SRSO	

8.2. Next meeting: Wednesday 6th October 2021 5:30-7:30pm

Meeting closes: 6:25pm