

MACQUARIE UNIVERSITY STUDENT REPRESENTATIVE COMMITTEE

Minutes of a meeting of the Student Representative Committee (SRC) held at 10:00 AM on Tuesday, 21 January 2025 in person.

PRESENT:	<p>SRC Members</p> <p>Coco Chen – Macquarie Business School Representative Ria Prasad – Women’s Representative Hansani Daluwatta Galappaththige – HDR Representative (attended virtually) Anna Smith – Official University Sport Representative (attended virtually) Jongho (Pedro) Roh – Member of Council Rizki Deni – Faculty of Arts Representative Cameron Last – Disability Representative (attended virtually) Georja Bennett - Aboriginal and Torres Strait Islander Representative</p> <p>Secretary</p> <p>Kamil Zielinski – Secretary</p> <p>Guests</p> <p>Professor Leanne Piggott – Pro Vice-Chancellor and Dean of Students Melinda Chadwick – Head of Student Engagement, Inclusion and Belonging Dylan Crowther – Manager of First Year Experience & Peer Programs</p>
APOLOGIES:	<p>Hoang Diem Tho Bui - International Student Representative Kathy Htun – Faculty of Science and Engineering Representative Rhys Collyer – Postgraduate Representative</p>
ABSENT:	<p>Annalise Pollard – LGBTQIA+ Representative</p>

SECRETARY: Kamil Zielinski

CHAIR: Ria Prasad – Women’s Representative

MINUTES

1. PROCEDURAL ITEMS

1.1. Acknowledgement of Country

The Chair commenced meeting at 10:05 AM. The Aboriginal and Torres Strait Islander Representative provided an acknowledgement of Country.

1.2. Chair's Welcome, Quorum, and Apologies

The Chair noted apologies and welcomed the staff members present.

1.3. Disclosure of conflicts of interest

No conflicts of interest declared.

2. MINUTES AND MATTERS ARISING

- 2.1.** The Student Representative Committee resolved to confirm the minutes of the meeting held on 3 December 2024 as a true and accurate record of the meeting.

3. REPORT FROM UNIVERSITY COUNCIL

- Member of Council advised that University Council met on 12 December 2024. Indigenous Strategy was discussed as well as possibility of creating a Student Union from the Student Representative Committee, which was resolved in the negative as current SRC format is functioning well, and University Council also pointed to issues from the Student Representative Committees of other universities, which have experienced problems in their unionised structure. There was also an acknowledgement that Macquarie University and the wider university sector is currently experiencing challenges. The Aboriginal and Torres Strait Islander Representative requested further clarification on what conversations pertaining to Indigenous Strategy constituted. Member of Council advised that he would have to confirm what specific information can be shared from University Council discussions in relation to this. Pro Vice-Chancellor and Dean of Students (Dean of Students) suggested that Pro Vice-Chancellor Indigenous (Sam Rickets) and Director of Walanga Muru (Colleen Mitchell) might be invited to discuss challenges relating to Indigenous students.

Action Items:

- Member of Council to follow up with University Council Secretariat to confirm what information can be disseminated in relation to Indigenous Strategy.
- Secretary to invite Sam Rickets and Colleen Mitchell to the next SRC meeting.

4. AGENDA ITEMS FOR DISCUSSION

4.1 Website Updates

(For discussion)

- Deferred to February SRC meeting.

Action Items:

- Nil

4.2 SRC Grant (2025) (Darius Parvizi-Wayne) Continental Philosophy

(For discussion and voting)

- The Chair provided an overview of the grant.

Resolution:

- The committee resolved that more information is needed in relation to receipts and what was being presented.

Action Items:

- Secretary to reach out to grant applicant to request more information.

4.3 Security and Parking Information Campaign

(For discussion)

- The Chair provided context in relation to what was discussed in December SRC meeting and opened up the discussion to the committee.
- Dean of Students clarified that security and parking campaigns should constitute two separate projects and suggested a short paper be written presenting relevant evidence and recommendations in relation to these campaigns.
 - Parking Campaign: Dean of Students agreed with SRC members that student survey could be good idea to gauge parking habits and preferences and the results of this could then be presented to Head of Security (John Durbridge) at a future SRC meeting. However, Dean of Students clarified that there are strict rules in relation to publishing surveys so this may have to be done informally. Head of Student Engagement, Inclusion and Belonging advised she will speak Julia Rolph regarding how to most effectively deliver communication to students, and that SRC social media presence can be utilised to promote this campaign. It was also suggested that a gift incentive could be offered to encourage student uptake of survey and that SRC funds could be used for incentives.
 - Security Campaign: Dean of Students asked the Head of Student Engagement, Inclusion and Belonging if it was too late to push anything out under SRC banner for Kickstart. The Head of Student Engagement, Inclusion and Belonging raised the option of an SRC stall at Kickstart, but Manager of First Year Experience & Peer Programs clarified that there may be insufficient time to recruit casual SRC Project Officer who would be required to assist with this. Head of Student Engagement, Inclusion and Belonging suggested that this campaign could instead form part of Kickstart Plus. Dean of Students suggested that a campaign proposal might be brought to next SRC meeting.

Action Items:

- Head of Student Engagement, Inclusion and Belonging to speak with Senior Communications Partner (Julia Rolph) to explore options for launching a student survey on parking.

4.4 Social Media Strategy/SRC Logo Rebranding

(For discussion)

- Faculty of Arts Representative provided update in relation to SRC designs as per email communication from Group Marketing (Lucas Kirchberger). He suggested that some more work needs to be done on designs and queried if the committee also

believed that more work is required. Official University Sport Representative stated that colours should be more closely aligned with Macquarie University branding but is otherwise happy with the designs. Head of Student Engagement, Inclusion and Belonging clarified that if the committee wants to align the SRC designs with Macquarie University branding, the guidelines will become much more strict and rigid. The advantage of not aligning with Macquarie University branding is that the SRC is provided with more creative freedom. Head of Student Engagement, Inclusion and Belonging also suggested that we could request marketing team to mock up another design with University branding and the committee could then choose between the design which is aligned with University branding and the design which is not aligned with it. Aboriginal and Torres Strait Islander Representative queried if SRC could use one colour from University branding to find a balance between creative freedom and brand alignment. Head of Student Engagement, Inclusion and Belonging suggested that we could request for anchor colour from Group Marketing. Dean of Students suggested another option could be to develop unique SRC branding as a new subset of Macquarie University official branding. Member of Council suggested that Faculty of Science and Engineering Representative may have created a logo last year and The Chair reinforced that it would be important for SRC logo branding to also be cohesive with SRC social media branding.

Action Items:

- Head of Student Engagement, Inclusion and Belonging to liaise with Group Marketing in relation to sourcing anchor colour.

4.5 Amending Grant Application Form

(For discussion)

- Secretary provided context in relation to grant application form as it currently stands and opened up the discussion to the committee to offer their thoughts. The Chair suggested combining questions if feasible and Dean of Students suggested targeting areas of improvement in the form based on what additional information has been requested from previous grant requests. Committee suggested providing more detail and clarification in relation to uploading evidence, as well as option to email SRC Secretary for any further clarification needed prior to uploading evidence. Aboriginal and Torres Strait Islander Representative expressed concern in relation to ambiguous language and/or jargon which may be confusing for some students.
- Secretary confirmed that the following key changes to the Qualtrics grant application form would be needed based on committee feedback:
 - Clearer wording in application form
 - Guided uploaded of evidence
 - Mock submission example
- Committee discussed funding limits for student groups applying for grants as per SRC grants webpage. Dean of Students suggested that same limits should apply for individual student domestic and international grants, which was supported by the committee.
- Member of Council queried form question that relates to a confirmation of how approved funds were spent. Dean of Students suggested replacing “confirmation” with “report” and that the reports we receive can be used to inform SRC end of year reporting. She also suggested adding a separate non-mandatory question asking if grant applicants would be happy for their grants to be featured for social media/promotional purposes.
- HDR Representative expressed concern in relation to processing timeframes for grant applications and Secretary provided context in relation to current processes impacting timeframes. Committee clarified that reimbursements could be suitable for processing times that extend beyond the date of the event that the grant request relates to. Dean of Students suggested that Secretary could do initial review of grant applications to minimise the need for the SRC requesting more information from grant applicants. This screening would not be based on assessing the grant itself but rather ensuring that there is sufficient supporting evidence for the SRC to assess.

Action Items:

- Secretary to amend SRC grant application form accordingly based on discussions from January SRC meeting.

4.6 Subsidised Meals

(For discussion and voting)

- Head of Student Engagement, Inclusion and Belonging provided context in relation to subsidised meal offers from Cult Eatery. Member of Council expressed concerns in relation to other vendors on campus if subsidised meals are only offered by Cult and Head of Student Engagement, Inclusion and Belonging clarified that all other vendors had been approached with the same information/request made to Cult Eatery but did not take up the offer. Aboriginal and Torres Strait Islander Representative queried if there is also scope for something students can quickly grab to eat as a snack and Head of Student Engagement, Inclusion and Belonging clarified that the Breakfast Bar runs every morning during sessions as well as a weekly Food Hub. Aboriginal and Torres Strait Islander Representative suggested that these initiatives could be communicated to students through SRC social media and Dean of Students suggested that Aboriginal and Torres Strait Islander Representative might also promote the campaign to her constituents.

Resolution:

- Unanimous vote in favour of subsidised meals proposal. The motion is approved.

Action Items:

- Head of Student Engagement, Inclusion and Belonging to provide information to Aboriginal and Torres Strait Islander Representative to disperse to relevant stakeholders within her area.

4.7 University Sports Carnival

(For discussion and voting)

- Official University Sport Representative advised that she has spoken with University Sport Manager (Brett Morley) regarding the idea of a sports carnival who expressed his interest in being involved. Official University Sport Representative provided context in relation to how this proposal would be implemented and suggested that teams could be based on faculties. She suggested that Macquarie University Sport and Aquatic Centre (MUSAC) could organise professional races whereas SRC could organise social games. Proposed dates were discussed with the intention to avoid conflict with Nationals competitions. Disability Representative suggested that competitions could be separated based on school rather than faculty.

Resolution:

- Unanimous vote in favour of SRC supporting sports carnival concept. The motion is approved.

Action Items:

- Official University Sport Representative to confirm format and dates of Sports Carnival.

4.8 Library Hours Extension

(For discussion)

- Official University Sport Representative provided overview in relation to existing library hours for Macquarie University and provided comparison to library hours for University of Sydney and University of New South Wales. Committee discussed views in relation to operating hours and Dean of Students suggested that Dr Belinda Tiffen (University Librarian) might be invited to the March SRC meeting. Ahead of time she also recommended that the committee gather more data regarding student views of library operating hours. Dean of Students offered to send data gathered from committee to Belinda prior to March SRC meeting and The Chair suggested including the issue of high school students taking space away from university students in the communication to be sent to Belinda Tiffen by Dean of Students.

Action Items:

- Official University Sport Representative to compile views from students and present this as data to Dean of Students who will then forward to Belinda Tiffen.

4.9 Professional Headshots Photography Service

(For discussion)

- Member of Council provided context in relation to how proposal would be implemented and offered his views in relation to the benefits of the proposal. Aboriginal and Torres Strait Islander Representative queried who would be responsible for investing in/providing relevant equipment and Member of Council suggested that a representative of the Photography Society could attend the next SRC meeting for clarification. Dean of Students suggested that James Mead (who is expected to attend the next meeting) might also be interested in hearing about this proposal given he has been involved with similar initiatives. Committee resolved that this proposal will be voted on at the next SRC meeting.

Action Items:

- Member of Council to invite representative of Photography Society to next SRC meeting.

4.10 SSAF Transparency

(For circulation and voting)

- Member of Council presented his view that *2023 SSAF Allocation Report* does not specify how funds have been allocated under “*SSAF Allocation Summary*” in relation to SRC. Member of Council said that Macquarie University SSAF funding has increased to 40% of all SSAF collected this year and Dean of Students corrected this assertion by advising that although the Government has passed legislation that as of 2025 universities that collect SSAF must distribute 40% to student led organisations, universities will have three years to implement this if their student-led organisation/s is/are not compliant with the requirements of the legislation. As the SRC in its current form does not meet the legislative requirements of what constitutes a student-led organisation then 40% of SSAF collected will not be distributed to the SRC this year. Macquarie Business School Representative presented her view that SSAF has been increasing and queried why this is the case, to which the Dean of Students responded advising that the amount that can be collected is set by government. Member of Council requested that *2023 SSAF Allocation Report* be uploaded to the Macquarie University website. Member of Council queried how much flexibility there is in adjusting the format of the SSAF Allocation Report and Dean of Students clarified that it is a government template that cannot be altered, but suggested that a supplementary document could be created to provide additional information.

Resolution:

- Committee determined that there was no suitable motion for voting on in relation to this matter.

Action Items:

- Nil

4.11 Support for Student Group Event Planning & Funding
(For discussion)

- Faculty of Arts Representative provided context on this agenda item with a focus on the inability of student groups to charge for events on campus which in his view has made it more challenging for student groups to financially sustain themselves. Head of Student Engagement, Inclusion and Belonging advised that there have been changes in government legislation that mean students charging fees on campus may face personal taxation obligations. Head of Student Engagement, Inclusion and Belonging advised of intention to hold financial literacy workshops for student groups.

Action Items:

- Secretary to add *Support for Student Group Event Planning & Funding* to agenda for next SRC meeting.

5 OTHER BUSINESS

- Nil

Action Items:

- Nil

6. NEXT MEETING

The next meeting of the Student Representative Committee (SRC) will be held Tuesday, 11 February 2025 at 10:00 AM, all agenda items must be submitted to the Secretary at least 10 business days in advance by emailing SRCSecretariat@mq.edu.au.

There being no further business, the meeting was closed by the Chairperson at 12:02 PM.