



## MACQUARIE UNIVERSITY STUDENT REPRESENTATIVE COMMITTEE

Minutes of a meeting of the Student Representative Committee (SRC) held at 6:00pm on Thursday 11 August 2022 in the Senate Room and via Zoom.

<b>PRESENT:</b> <i>*Attended in Person</i>	Jarrold Currey Sadra Yousefi Udai Kamath
<i>* Attended via Zoom</i>	Kaitlin York Curtis Micallef Pavel Pfitzner Fatima Khan Amanda O'Neill Leila Maruca
<b>APOLOGIES:</b>	Elizabeth Christie
<b>ABSENT:</b>	Jayden Whaites-Fruitrich
<b>IN ATTENDANCE:</b>	Rosemary Mikleic – Manager of Operations, Dean of Students Melinda Chadwick – Head of Engagement, Inclusion and Belonging

**SECRETARIAT:** Bella Galea – Governance (SRC) and Education Officer

## MINUTES

### 1. PROCEDURAL ITEMS

#### 1.1. Acknowledgement of Country

The Chair commenced meeting at 6:21 pm. Amanda O'Neill provided the Acknowledgment of Country as per the text provided by the Office of the Pro Vice-Chancellor (Indigenous Strategy):

*"I respectfully acknowledge the traditional custodians of the Macquarie University land, the Wallumattagal clan of the Dharug Nation. May we pay respects to the Elders, and knowledge holders who have, and continue to, pass on their knowledge and wisdom for the sustainability of our environments, our cultures, our education and our communities. May the ancestors spirits watch over us today to ensure that we have a successful and productive meeting and may we remember to tread lightly on our countries and to thoughtfully carry on the legacy of those that walked before us on this land."*

#### 1.2. Chair's Welcome, Quorum, and Apologies

The Chair declared the meeting quorate and opened the meeting at 6:21 pm, welcoming all attendees – both those in the room and those joining the meeting remotely.

The Chair noted that apologies were received from Elizabeth Christie and acknowledged the University staff in attendance.

#### 1.3. Disclosure of conflicts of interest

No conflicts of interest declared.

**2. MINUTES AND MATTERS ARISING**

- 2.1.** The Minutes of the previous meeting held 20 June 2022 enclosed  
(For approval).

The Student Representative Committee verbally resolved to endorse the minutes of the meeting held on 20 June 2022 as a true and accurate record of the meeting.

**3. REPORT FROM SRC TREASURER**

**3.1. SRC July 2022 Expenditure Report**

The SRC approved several Student & Society grants as outlined below.

Grants approved since July:

NSA Conference: \$470

Law Revue: \$2000

The current SRC balance is \$170,362.27.

**3.2. Postgraduate Fund (MUPRA) July 2022 Expenditure Report**

The SRC approved several Postgraduate grants as outlined below.

Grants approved since July:

Goldschmidt Conference in Honolulu: \$526

NSWMSC Conference: \$342

The current MUPRA balance is \$203,899.67.

**4. REPORT FROM SRC SPOKESPERSON/S**

No current SRC Spokesperson. Multiple positions to fill. Must be appointed before next meeting.

Action item: Appoint SRC Spokesperson via circular motion (Bella to action).

**5. REPORT FROM UNIVERSITY COUNCIL**

Jayden Whaites absent, no report provided to the SRC Representatives.

**6. REPORT FROM STUDENT EXPERIENCE COMMITTEE (SEC)**

The SRC no longer reports to the SEC, the SRC now reports to the Dean of Students. There is currently an ongoing discussion about what the SEC will look like, and what its function will be. SRC representatives are encouraged to contact Udai if they have suggestions on future direction, purpose, and vision for the SEC. Kate Gleeson the new head of Respect Now Always (RNA) presented her vision and new safety plans which will be operational on campus.

## 7. **REPORT FROM THE STUDENT JOURNEY & EXPERIENCE TASKFORCE**

No meeting (this section can be removed from the agenda permanently).

## 8. **AGENDA ITEMS FOR DISCUSSION**

### 8.1. **Library Opening Hours (for discussion)**

Key questions: What do students want? what are students' expectations of the library? How can we improve the use of the library?

Discussion between SRC Representatives:

Jarrold: Does this take it back to what the library was pre-pandemic?

Udai: Proposal 1: Library hours were expanded during exam times (as per the previous SRC library motion and enactment). The current SRC would like to see extended library hours operational once more.

Jarrold: The issue of accessibility registered students and their support workers being interrogated and harassed by university security staff (claims of the violation of room usage – as rooms are limited to 1 person per space in some areas of the library).

Udai: Many students claim they want the library to be open longer, feedback is that the library is underutilised during certain times of the year.

Udai: Proposal item 2; members of the public do need access to the library, but are they over utilising facilities during critical times like exams etc. Strong support for the idea of making unit readings accessible, the library does make an effort to make textbooks available (1 or 2 copies of the textbook available online) expansion of these resources is an idea to make resources more accessible (reword).

Amanda: Distance students are charged to return library books – any resources published online would be very valuable to distance students and students in general.

Sadra: Very good idea, to revert to the way the library ran before COVID, it would be good to get more opinions from students and negotiate opening ours and resources.

Jarrold: Making resources more readily available is a positive thing for the student base. There should be more facilities provided (e.g., microwave, instant coffee etc).

Fatima: In favour

Recommendations to be made to the library: Are these ideas feasible? How can we reduce these items to make them actionable.

Motion: SRC Recommendation to extend library hours.

Financial Implications: N/A

Dates: N/A

In favour: Fatima, Kaitlin, Leila, Amanda, Curtis, Sadra, Udai, Jarrold.

Against:

Vote: Passed.

**Action Item:** Bella to communicate recommendations to a library spokesperson/managerial staff member for consideration and amendment, return to SRC for consideration (Bella to action).

## **8.2. Long Night Against Procrastination (For discussion)**

The paper has been circulated, it is an initiative that has worked well in the US and UK, it dovetails nicely with the SRC motion on library opening hours. The library would be open, student wellbeing, learning skills, catering, destress activities and exam kits available to students who engage in this initiative.

Motion: Long Night Against Procrastination

Financial implications: \$3000

Date: 2<sup>nd</sup> or 3<sup>rd</sup> of November the week before exams.

In favour: Jarrod, Sadra, Udai, Pavel, Amanda, Fatima, Leila, Curtis.

Against:

Vote: Passed.

**Action Item:** Bella to action request in collaboration with Student Engagement (Bella to action).

## **8.3. Consentlabsx MQ for Sextember (For discussion)**

Raising awareness about respectful relationships. The initiative will provide additional training and support to prevent sexual harassment and sexual assault will run for approximately 5 days. The initiative will include activities such as Drag Queen Trivia. The training is evidence based and provides training and information to inform students about consent. It has been recommended that the SRC is involved in the student leader training.

Discussion: The SRC discussed student behavioural patterns and the type of student this program would attract and whether individuals targeted by this training would participate or self-nominate for this training. It was reiterated by Student Engagement that Consentlabsx provides a different way of approaching this area by providing evidence-based learning, the program targets bystanders and gives them opportunities to intervene by teaching them how to respond and address these experiences.

Mode of delivery: Mixed mode, on campus and online (as determined on a needs-basis for individuals studying externally, those with accessibility issues and other students with varying circumstances). The team would review the number of registrations for both modes and deliver in a mode that is feasible in reaching the most students.

Financial implications: Need to quantify the amount required by the team to enable.

No vote at this stage.

**Action Item:** Bella/Melinda to provide more information and disseminate via circular for a vote (Bella to action).

## **8.4 Election of SRC Spokesperson (For discussion)**

The chairperson sought nominations for the SRC Spokesperson position.

Kaitlin has nominated herself.

Jarrod has nominated himself.

Nominations will remain open for now – it will go out for a circular later this week.

**Action Item:** Circular motion to elect SRC Spokesperson to be published within the next week (Bella to action).

## **8.5 Implementation of SRC ToR – Voting on motions (For discussion and review)**

SRC Representatives discussed the Terms of Reference, raising questions about the Terms of Reference and clarifying aspects that were unclear. The Chair raised that in his opinion the structure of the voting system (votes on motions in SRC meetings) was unclear. The question was posed as to whether abstention from voting equates to a no vote?

Discussion by SRC Members with Linda Breen:

Linda: Members in accordance with their duties as members of the SRC cannot abstain simply because they don't want to vote/don't want to express an opinion. The numbers of members present at a meeting and members of a committee will be those that formulate the outcome of a vote. The issue here seems procedural.

Udai: What is the outcome if a sufficient number of people are conflicted about an item?

Linda: Conflict of interest is only declared where an associate of an SRC representative would receive a material benefit by the representative voting in favour of a motion – so there shouldn't be a lot of instances where that happens.

Sadra: If they don't have a conflict of interest they can't abstain from a motion?

Linda: Yes, that is covered in the SRC Terms of Reference. SRC members must abide by the Terms of Reference. Representatives cannot not vote at all because they do not wish to cast a vote. If the SRC approves something, then the SRC is the committee approving the motion based on the majority of members agreeing to that motion on behalf of the students of MQ.

Amanda: Do you need to raise the conflict of interest at the outset of the meeting?

Linda: Yes, it should be declared at the outset of the meeting. There are some instances where a student declares a conflict, if it is not material then the student may be allowed to discuss the matter. The student with the conflict should absent themselves from the meeting.

Jarrold: Absent themselves from the item of conflict, not the meeting?

Linda: Yes. If you have concerns about perceived or material conflicts of interest, send an email to Linda and the Chair for guidance.

Udai: No option of abstention will be offered in the future.

## **8.6 Inaugural Green Summit 2022/ Global Peace Summit 2023 (For discussion)**

Melinda: The opportunity to send some students to the Inaugural Green Summit and the Inaugural Peace summit. They are international conferences so some expenses have been included for flights/travel. The paper put forward to the SRC requests SRC consideration for the sponsorship of two students to travel at a cost of approximately \$5000 per student. The SRC would receive brand recognition and promotion through this event which would reflect well on the MQ community at large.

The SRC raised questions to Melinda Chadwick in response:

Sadra: How would these students represent the SRC? Would it be a social media post? Would we have a contract with them with the SRC that outlines all the things you would expect? E.g., 3 social media posts including the hashtag #SRC. Would the SRC be included on the selection committee to determine who to send, or would Student Engagement to facilitate the form and process?

Udai: A significant amount of money will be offered by the SRC, the value is not comparable to funding the SRC provided for the moot competition at the previous meeting. The moot team was clearly representing the university as a team. The current summits are not explicitly university adjacent. Student Groups and Societies would never receive this kind of funding for

their own initiatives. It would make more sense to disperse this funding to societies for university related activities.

Amanda: If we were to sponsor this initiative how would this reflect on MQ, is there a media plan in place? If not, is this something the SRC could design and implement?

Melinda: If we promote this initiative to students and make it open to apply without funding that creates an issue, as students are unlikely to sign up for an initiative in which funding is not guaranteed. We can work together to develop selection criteria for candidates, a media plan, and draw connections to the SRC to ensure the initiative is reflective of the SRC investment.

Sadra: Have any specific selection criteria been established to assess candidates?

Udai: The SRC would determine the criteria if successfully passed.

Jarrold: Students provided funding to attend the Moot initiative did so under the understanding that they pay part of their own way, which is why I voted for the motion. I would support the use of SRC funding for students who have earned this opportunity in some way, but unsure about the benefit for the students here.

Udai: If someone had intended to go to this conference and sought assistance from the SRC that would be different. Instead, by seeking nominees it appears there is no demand. This isn't an enthusiastic individual requesting assistance, it is the SRC providing \$10,000 and seeking interest.

Amanda: Could the SRC partially fund? If the SRC provide half the funding and the student provides the other half?

Kaitlin: Often students aren't aware they can approach the SRC for funding. This would be merit based anyway, if a number of students apply, they will be selected based on grades and other criteria.

Jarrold: Is there a timeline?

Udai: The SRC can't ask people to apply without knowing the funding range, we need to be clear with the student nominees.

Kaitlin: The SRC could do a better job of promoting these things, then passionate students can be offered a sort of scholarship to attend these events.

Sadra: Proposed amendment, if there was a large proportion of students applying, we would fund, if not we will not.

Motion: SRC to Fund the Inaugural Green Summit 2022/ Global Peace Summit 2023 – Financial Implications: \$10,000.

In favour:

Against: Pavel, Amanda, Jarrold, Udai, Sadra, Leila, Curtis, Fatima.

Motion: Failed.

## **8.7 Student Group Reaffiliation (For discussion)**

Udai: A large number of student groups have been disaffiliated recently, approximately 40. Affiliation did not occur at the beginning of the year; the old client liaison officers were dismissed with new staff hired. Reaffiliation was attempted mid-year, the reaffiliation process was either poorly communicated or not communicated at all. Issues raised by Student Groups are that some of the forms were invalid, they did not know how to contact engagement etc. which resulted in non-affiliation when deadlines were missed.

If groups remain disaffiliated:

1. Groups cannot access university funding.
2. Groups cannot book rooms to run events.
3. Groups are no longer entitled to university insurance.

University response no reaffiliation until February 2023, this is an unacceptable solution by the university. Udai raised this issue at the Student Experience Committee Meeting and approached Mariella about this issue, and Mariella indicated that she agrees the process was poorly handled.

1. SRC should pass a motion that explaining that process was poorly handled.
2. All student groups and their members are reaffiliated now.
3. The SRC would like to hear back from Student Engagement with a response about how this will be handled.

Jarrold: Insurance is essential as Student Groups hold events and meetings at Ubar which has several dangerous features including high balconies, stairs etc. Student Groups would not be protected from liability without access to appropriate insurance.

Udai: Numerous complaints have been lodged from student groups to the SRC (Chairperson).

Sadra: Recommends that Udai handle this issue personally.

Udai: Agreed.

Motion:

1. SRC points out that the process of affiliation mid-year did not have sufficient notice, communication,
2. SRC strongly commands a new opportunity for affiliation be provided with Student Groups being able to access these features (access to reaffiliation).

In Favour: Jarrod, Sadra, Udai, Amanda, Pavel, Fatima, Leila, Kaitlin.

Against: None.

Motion: Passed.

Action: Send to Mariella for review.

## **9. REPORTS FROM SUBCOMMITTEES**

### **9.1. Marketing and Communications Subcommittee**

No members. New spokesperson to be automatically made members of this committee.

Action: Prior to next meeting.

### **9.2. Student Services and Amenities Fee (SSAF), Budget and Finance Subcommittee**

Included in Treasurers report.

### **9.3. Mental Health Subcommittee**

Update (Fatima): The idea of a meeting was raised several times between the members of the group. An informal meeting was held in which Curtis, Kaitlin and Fatima were in attendance with ideas relayed to group chat.

Fatima: Activities for mental health week were discussed with options including a full day on campus event with a number of activities for students to engage in, inspired by UNSW activities include various sports, pat a puppy day, journal writing sessions, random acts of kindness. These are works in progress but some of the ideas presented. This would boost student engagement on campus.

Action item: Mental Health Committee to present a paper actioning these proposals at the next meeting.

## **10. OTHER BUSINESS**

### **10.1 Mardi Gras Parade MQ:**

Jarrold: In contact with the previous SRC LGBTQI+ representative, apparently MQ is one of the only universities that does not host a mardi gras parade, this is something the current SRC can support in the future?

Consensus: If a motion is put forward the SRC can vote on this initiative.

### **10.2 Amendments to the SRC Terms of Reference:**

Kaitlin: Can the SRC be amended to restrict eligibility to students with a certain number of units remaining to complete in their degree to reduce attrition part way through their terms of office?

Udai: There are exceptional reasons in which students leave the university, but SRC representatives when elected should understand this is a two-year commitment.

Kaitlin: Surely there should be a minimum.

Example: Where three candidates are running, but only one student has the capacity to sit for the full term, could that candidate be the preferred choice? Is it possible to add an amendment to the Terms of Reference that where this is the case, the preferred candidate is selected.

Udai: Agreed, very in favour.

Curtis: Agreed, adding that half the SRC have pulled out, and for the SRC to replace these positions it is half of what the positions were at the start.

Udai: The positions haven't been filled because there are 12 members of the SRC. The SRC as it continues after the transition to the new Terms of Reference requirements will be composed of 13 SRC members in totality. It doesn't make sense to fill positions that will not exist in 2023, it is part of the transition to the new model.

Question posed: Is it possible to amend the Terms of Reference to ensure students remain at the university for the period of their term?

Linda: It's a good idea, a lot of other universities require that any student elected to serve on committees are required to have at least 2 years to go within their course. This stops a student from coming on and having to fill their position under a casual vacancy during the term of office. The only issue is attracting first year students SRC would need to promote to engage first year students, so they understand SRC and its importance within the University structure and to encourage student participation. Third year students are also more likely to become ineligible for SRC positions. However, many other universities do impose this restriction on nominees.

Udai: Overlapping SRC terms would minimise the effect of applying early, may pose a problem for 3-year degree structures but it does depend on the program.

Kaitlin: The SRC could do a better job of promoting student elections.

Udai: Agreed. If students do not have at least 12 months left they should be ineligible, that would remove at least most of the issues currently being faced by the SRC.

The SRC Representatives discussed the possibility of additional criteria to be added to the addendum for term of service in the SRC including:



- 12-month terms as 2-year terms may be untenable and rule out students in their final year of study or for students studying short 1 year postgraduate degrees.
- Schedule of engagement could be varied to be on a rolling basis with staggered terms of service.
- The inclusion/exclusion of part time students, are they precluded from serving on the SRC? Does enrolment in units suffice, so long as there is 12 months left to conclude their program (the answer is yes, part time students are eligible).

Linda: If you pass a resolution recommending the DVCA amend the Terms of Reference to ensure undergraduates are enrolled in a course with at least 12 months remaining. Restricting periods of service to anything less than 9 months in duration would be unlikely to be tenable, as SRC Representatives will barely have the time to get oriented in their role before finishing their service with the SRC. The SRC should consider negotiating with the DVCA to amend clauses in the Terms of Reference in line with the principles the SRC has established. The aim is to retain students on the SRC for at least 12 months minimum.

Udai: All in agreement that the SRC will communicate to the DVCA that the SRC would support an amendment that students should have a minimum of 12 months remaining on their program to be eligible for the SRC.

Jarrod: What is involved in the election process?

Linda: As part of the election process, central governance hosts an information session to explain the requirements of being elected so students are clear about the roles, requirements and responsibilities and ensure students understand this information before they proceed with their nomination. Linda also clarified that if individuals resign from the SRC the SRC simply recalibrates quorum for the time being. Quorum is determined on the number of SRC members serving at any one time (the number of individuals required at meetings to meet quorum will fluctuate based on these changes).

Kaitlin: How can we better promote student elections in general. How can we promote the way other universities do?

Udai: The student body votes are low at Macquarie University, as they are at other campuses (including USYD and UNSW). One of the big differences is that MQ does not have a student union, the students at MQ are not as engaged with student politics on campus and are overall a lot less politically active. We could support initiatives that encourage and improve voter turnout. The way to get people to vote is to show the SRC matters, then more people will be encouraged to vote.

Action items: SRC to suggest amendments to Terms of Reference clauses and convey these recommendations to the DVCA for review (SRC/Udai to Action).

### **10.3 SRC Spokesperson Nominations:**

Udai: The key responsibilities of the SRC Spokesperson include, adding posts to the MQ University Discussion Group (on Facebook?), posting updates on other social media (Instagram) to engage with the student base. The spokesperson is also required to maintain the [src@mq.edu.au](mailto:src@mq.edu.au) inbox and respond to or escalate emails to the appropriate member of the SRC, Student Engagement or the SRC Secretariat.

Action Items: Circular motion to elect new SRC Spokesperson (Bella to action).

### **10.4 SRC Secretary Nominations:**

A circular motion is required to fill the position.

Action item: Circular motion to be held to fill the Secretary position (Bella to action).

**10.5 SRC Deputy Chair Nominations:**

A circular motion is required to fill the position.

Action item: Circular motion to be held to fill the Deputy Chair position (Bella to action).

**11. NEXT MEETING**

The next meeting of the Student Representative Committee (SRC) will be held Monday, September 26, 2022. Agenda items are due by 19 September 2022 via e-mail to [SRCSecretariat@mq.edu.au](mailto:SRCSecretariat@mq.edu.au).

There being no further business, the meeting was closed by the Chair at 7:33 pm.