

MACQUARIE UNIVERSITY STUDENT REPRESENTATIVE COMMITTEE

Minutes of a meeting of the Student Representative Committee (SRC) held at 5.30 pm on Thursday 24 August 2017 in the Academic Senate Room, Level 3, 16 Wally's Walk (C8A).

PRESENT:

Fiona Reed (Chair)	Kimberley La	Anthony Ryan
Stacey Broll	Milind Lokhande	Zwe Paing Sett
James Cummins	Timothy Mathew	Cissy Shen
Aidan Galea	Suren Missaghi	Aditya Srivastava
Grace Goddard	Mahyar Pourzand	Isuru Weerasooriya
Alexander Hablutzel	Maddison Poynter	Dee Zegarac
Sam Hurrell	Caitlin Rhodes	
Eliza Kitchener	Paul Russell	

APOLOGIES: Kim Guerin Zoe Williams

IN ATTENDANCE: Eric Daro, Director, Individual Giving
Megan Kemmis, University Committee Secretary and Manager of Secretariat Services
Nicole Saunders, Manager, Campus Engagement
Yi Wong, former SRC member, providing update of the Legal Centre

SECRETARIAT: Air Sinthawalai, Governance Officer

1. ACKNOWLEDGEMENT OF COUNTRY

Mr Anthony Ryan provided an Acknowledgement of Country on behalf of the SRC.

ACTION:

Mr Mahyar Pourzand will acknowledge the traditional custodians at the next SRC meeting, 18 September 2017.

2. WELCOME AND APOLOGIES

The Chair welcomed members and noted that apologies had been received from Ms Kim Guerin and Ms Zoe Williams.

The Chair noted that in addition to the members, the following were in attendance:

- Mr Eric Daro - Director, Individual Giving
- Ms Megan Kemmis - University Committee Secretary and Manager of Secretariat Services
- Ms Nicole Saunders – Manager, Campus Engagement

Mr Alex Mikaelian has submitted his resignation since the last SRC meeting. Ms Cissy Shen will attend this meeting via an online connection. Members are reminded to contact SRC Secretariat in advance should they wish to request attending SRC meetings via an electronic system.

The Chair confirmed that a quorum was achieved.

3. DISCLOSURE OF CONFLICTS OF INTEREST

There were no declarations of conflicts of interest.

4. ARRANGEMENT OF AGENDA

4.1 ADOPTION OF UNSTARRED ITEMS

The items not starred for discussion (items 10.1 and 14.1) were noted and adopted as recommended.

5. PRESENTATIONS BY INVITED GUESTS

5.1 STUDENT LEGAL SERVICE (SLS)

The presentation is postponed until a future meeting.

5.2 OFFICE OF ADVANCEMENT

Presented by Mr Eric Daro, Director of Individual Giving from Office of Advancement.

Mr Daro introduced his office and its mission to build a culture of philanthropy on campus encouraging MQ students to get involved in the community to make a difference. This includes alumni engagement and collaborating with current students on interactive fundraising events. Most money will go back to MQ students through scholarships. The department has started promoting itself through posters around campus but mass communication tools have not yet been used.

The office will keep SRC in the loop of their developments and wishes to collaborate with SRC moving forward. Members are invited to get involved by contacting Mr Daro directly, eric.daro@mq.edu.au. Further information about the department can be found here: [Advancement office](#) and [Alumni](#)

ACTION:

Secretariat to circulate Mr Daro's contact details to SRC members.

Mr Daro departed the meeting at 6.00 pm.

6. MINUTES OF THE PREVIOUS MEETING

6.1 MINUTES OF THE MEETING HELD 24 JULY 2017

RESOLUTION:

The SRC resolved to approve the minutes of the meeting held 24 July 2017 as a true and accurate record.

7. BUSINESS ARISING FROM THE PREVIOUS MINUTES

7.1 SUMMARY OF ACTIONS FROM THE STUDENT REPRESENTATIVE COMMITTEE MEETING ON 24 JULY 2017

Update on the action items:

- Improved Dialogue with Student Body –ongoing, an invitation was extended to all SRC members and the Grapeshot team to meet on Thursday 10 August at 12 pm. Members of the SRC that could not attend were given an opportunity to contribute input on the terms of the existing agreement, as were attending members. Grapeshot and the SRC agreed to work together in the future. Mr James Cummins is working on the agreed set of parameters and protocols, which will be presented to the SRC for approval shortly.
- Study Material Grants and SRC Contribution to Re:Conception 2017's budget allocation – see item 11.1.
- Appointment of Student Services and Amenities fee (SSAF), SRC Budget and Finance Sub-Committee's Chair – complete, see item 12.2.
- Gender-neutral Bathroom – see item 10.5.
- Extended Hours of E6A Computer Laboratories, Library Access, MUSE and Bassline – ongoing, contact had been made with the Business Services General Manager to discuss working on a financial plan, Campus Wellbeing and Support Services Director who highlighted key issues and a response is being sought from the Property Director in regards to 24/7 access to the Library and E6A Computer Laboratory. The proposal models will be released to SRC for consideration in the near future. Contact had been made with the Campus Security Manager and Student Connect Manager to discuss the proposal for MUSE and Bassline hours extension. A meeting is scheduled on Monday 28 August for further discussion and updates will be provided at the next SRC meeting.

Mr Aidan Galea arrived and joined the meeting at 6.06pm.

8. REPORT FROM UNIVERSITY COUNCIL

Ms Shen provided a verbal report from Council meeting of 24 August 2017 on the following items:

- Review of Council's governance structure and areas for improvement;
- Tracking the response to the release of data on sexual harassment and assault on campus and ensuring a long term change in this area;
- Macquarie University has been ranked within the top 200 universities in the world. Council is focussed on maintaining and improving Macquarie University's rank to the top 150th universities in the world; and
- SRC to provide suggestions on improving communication and build student engagement.

9. REPORT FROM STUDENT EXPERIENCE COMMITTEE (SEC)

The Committee noted that no meeting of SEC has been held since the last SRC meeting.

10. AGENDA ITEMS FOR DISCUSSION

10.1 SRC PUBLIC RELEASES

Paper submitted by Governance Services

The Chair reminded members that the SRC Facebook page, Twitter and Instagram accounts are available for SRC's publications, which should be monitored by the Marketing Sub-Committee. It should be the Marketing Sub-Committee's discretion to report important matters back to the Committee. Should SRC members want to use other University Media channels, they will need to engage with the University Media Team for directions.

Members noted a suggestion from Governance Services that since the Marketing Sub-Committee is established to serve this purpose, a person from this Sub-Committee should be given the responsibility for SRC public releases.

RESOLUTION:

The SRC appointed the Chair of Marketing Sub-Committee, Ms Isuru Weerasooriya, to be responsible for the SRC's public releases.

ACTION:

Campus Engagement to arrange Media Training for the Chair of Marketing Sub-Committee, Ms Weerasooriya.

10.2 SRC CASUAL VACANCIES APPOINTMENT TIMEFRAME

Paper submitted by Governance Services

Members noted the recommended timeframe for filling its casual vacancy positions and suggested moving the timeframe forward, noting this decision will not provide enough lead-time for promotion of the nominations by the University's Marketing Team. Governance Services reminded members that the timeframe must comply with the SRC Election Rules and changes can only be made subject to the Selection Panel members and staff availability.

ACTION:

Governance Services to provide an alternative timeframe, by circular resolution, for SRC information.

10.3 DEADLINES FOR SUBMISSION OF PROPOSALS

Paper submitted by Ms Dee Zegarac, Undergraduate Student Representative from the Faculty of Arts

A number of members expressed that the current proposal submission deadline does not allow an adequate time to research proposals properly and workshop ideas with team members. Governance Services reminded members that the SRC Constitution currently states that the Secretary must ensure the agenda and papers are circulated no later than five working days prior to the scheduled meeting date and suggested members revisit the frequency of SRC meetings as an alternative.

Whilst a sufficient time to prepare and circulate meeting agendas is needed, Governance Services agreed that subject to a draft or at least a detailed outline submission being submitted by the current deadline, the final version could be submitted at least seven working days prior to each scheduled meeting date.

RESOLUTION:

The SRC agreed that members must submit their written draft, or at least a detailed outline, ten working days prior to each meeting date, with the final version of any submission to be provided at least seven working days prior to each meeting date, until the end of 2017 as a trial period. Moved by Ms Zegarac and seconded by Mr Anthony Ryan. All in favour.

10.4 FUNDING APPLICATION FOR THE MQ DEADLY BALL

Paper submitted by Ms Eliza Kitchener, Representative for Aboriginal and Torres Strait Islander Students

The Committee was advised that SRC financially contributed to the 2016 Deadly Ball event by funding a photo booth and lolly/dessert bar. Although the Walanga Muru provides the majority funding of this event, it is not enough to provide prizes for the Deadly Award winners.

Members supported the proposal in principle subject to SRC budget availability and suggested the Student Services and Amenities Fee (SSAF), SRC Budget and Finance Sub-Committee review the procedure and guidelines of E&D grant applications.

RESOLUTION:

The SRC resolved to support the Deadly Ball Event by allocating \$5,000 to provide monetary prizes to Deadly Award winners in 2017. Moved by Ms Kitchener and seconded by Ms Weerasooriya. Thirteen (13) votes in favour, seven (7) votes against and one (1) abstention.

ACTION:

SRC Treasurer to follow up with the approved budget allocation and provide an update at the next SRC meeting.

10.5 GENDER NEUTRAL BATHROOMS SUB-COMMITTEE

Paper submitted by Mr Paul Russell, GLBTIQ Students Representative

Following the presentation by the Property Director at the last SRC meeting and invitation for SRC members to participate in the Gender Neutral bathrooms project, Mr Russell got in contact with the department but was advised that there is not a current project on this matter and to raise any concerns with the Infrastructure Sub-Committee.

Due to this miscommunication and SRC's unanimous support on this initiative since 2015, it is proposed that the Gender Neutral Bathrooms working group be established, by members of the Infrastructure Sub-Committee. The Committee noted this working group will also liaise with Equity and Diversity, Property, the Queer Collective and the Women's collective offices.

RESOLUTION:

The SRC resolved to establish the Gender Neutral Bathrooms working group with Mr Russell (Chair), Mr Anthony Ryan, Ms Eliza Kitchener and Mr Mahyar Pourzand representing the SRC, to discuss and resolve outstanding issues surrounding the creation of gender neutral bathrooms on campus.

11. UPDATE FROM SRC TREASURER

11.1 EXPENDITURE REPORT

The Committee noted the tabled expenditure report and that SRC budget is overspent on SRC marketing materials for O-Week. The Committee also noted the upcoming expenditure and the remaining 2017 SRC budget. Members were reminded that once a motion for funding has passed the SRC, the quote needs to be within the allocated budget amount and signed off by the Campus Engagement Manager and SRC Treasurer. The approved Study Material Grants will be reviewed to determine whether it can be amended for the 2017 period.

Members were reminded of the importance of working together to determine the proposed programme and budget for 2018 as further funding cannot be requested after the approval by the University.

ACTION:

Treasurer and the SSAF, SRC Budget and Finance Sub-Committee to review the procedure and guidelines of E&D grants and provide an update at the next meeting.

ACTION:

Mr Aidan Galea to follow up with the E&D Office regarding the Study Material Grants.

12. UPDATE FROM SUB-COMMITTEES

12.1 STUDENT ELECTIONS SUB-COMMITTEE

There was no report provided at this meeting.

12.2 STUDENT SERVICES AND AMENITIES FEE (SSAF), SRC BUDGET AND FINANCE SUB-COMMITTEE

Members appointed Ms Dee Zegarac and Mr Aidan Galea to co-chair this Sub-Committee. An update will be provided to members following the Sub-Committee meeting on 7th September 2017.

12.3 MARKETING AND COMMUNICATION SUB-COMMITTEE

There was no report provided at this meeting.

12.4 INFRASTRUCTURE SUB-COMMITTEE

Mr Ryan provided a verbal report that the Sub-Committee has met and discussed the following matters:

- Sustainability – waiting to meet with the Director of Sustainability;
- Library – access to more study rooms during examination periods is being requested. Mr Aditya Srivastava to be invited to future meetings regarding Library discussions;
- E6A and MUSE;
- Respect. Now. Always. – next meeting will be held on 31 August 2017;
- Power points at lecture theatres;
- Safety on Campus and walking group – please contact Sam Hurrell for further information;
- University Common or Campus Hub;
- Gender Neutral Bathrooms; and
- Next Infrastructure Sub-Committee is scheduled to meet on 7th September at 6.30 pm to discuss how the sub-committee organises its meetings.

13. QUESTION TIME

No questions were raised.

14. OTHER BUSINESS

14.1 DEVELOPMENT OF A STUDENT POLICY GATEWAY

Submitted by Governance Services

The SRC noted the development of the Student Policy Gateway to improve policy information available to students and the invitation to attend a briefing on 30th September.

14.2 UNIVERSITY COMMON

All members are invited to attend the Infrastructure Sub-Committee meeting on 7th September at 6.30 pm for Campus Common updates.

14.3 MARRIAGE EQUALITY CAMPAIGNING

Concerns were raised with Governance Services, which has been forwarded to the Director of Security and the Director of Campus Life.

14.4 BANKCARDS FOR STUDENT GROUPS

The Campus Engagement Manager and the Business Services General Manager are meeting with NAB to resolve the matter of bankcards for student groups.

14.5 NEW STUDENT SPACE TOUR

The Campus Engagement Manager advised the student groups area at MUSE, Level 3 will be opened on 3 October and thanked SRC members who attended the tour on 23 August.

15. MEETING CLOSE

There being no further business the meeting closed at 7:52 pm.

16. NEXT MEETING

The next meeting of the Student Representative Committee will be held on Monday 18 September 2017.

CONFIRMED as a true record.

MR JAMES CUMMINS
ASSISTANCE CHAIRPERSON