

MACQUARIE UNIVERSITY STUDENT REPRESENTATIVE COMMITTEE

Minutes of a meeting of the Student Representative Committee (SRC) held at 2:00pm on Monday 15th January 2023 in 16WW-131-Bara and via Zoom link.

PRESENT: <i>*Attended in Person</i>	Kathy Htun – Faculty of Science and Engineering Undergraduate Representative Coco Chen – Macquarie Business School Undergraduate Representative Aaryan Shah – Disability Representative Will Glen – Faculty of Arts Representative
<i>* Attended via Zoom</i>	Rhys Collyer – Postgraduate Representative Aaron Douglas – Faculty of Medicine, Health and Human Sciences Representative Mariella Herberstein – Dean of Students Rosemary Mikleic – Secretariat Bella Galea - Secretary
APOLOGIES:	Annelise Pollard – LGBTQIA+ Representative Reece Nuttall – Aboriginal and Torres Strait Islander Representative Ria Prasad – Women’s Representative Manasbi Poudel – Council Member
ABSENT:	Nehal Malakar – Representative for Official University Sport Wanjing Xiao – International Student Representative

SECRETARY: Bella Galea – Governance (SRC) and Education Officer

CHAIR: Coco Chen – Macquarie Business School Undergraduate Representative

MINUTES

1. PROCEDURAL ITEMS

1.1. Acknowledgement of Country

The Secretary commenced meeting at 2:11 PM. Chair 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.”

SRC Member to be determined to provide an Acknowledgement of Country at the next meeting.

1.2. Chair’s Welcome, Quorum, and Apologies

The Secretary noted that apologies were received from Manasbi Poudel, Reece Nuttall, Annelise Pollard and Ria Prasad.

1.3. Disclosure of conflicts of interest

No conflicts declared.

2. MINUTES AND MATTERS ARISING

- 2.1.** The Student Representative Committee resolved to confirm the minutes of the meeting held on 15th December 2023 as a true and accurate record of the meeting.

3. AGENDA ITEMS FOR DISCUSSION

3.1 Orientation Week Discussion

Dance Group Performance:

- The Faculty of Science and Engineering Undergraduate Representative and the Disability Representative provided an update on the progress of O-Week activities.
- The Disability Representative agreed to follow up with the Dance Group to discuss a potential performance at O-Week/Kickstart.
- The Faculty of Science and Engineering Undergraduate also discussed the possibility of the SRC providing a gift-card in thanks for the Dance Troupe performing on behalf of the SRC.

Badge Maker:

- The Chair confirmed the circular motion to purchase a Badge Maker was approved and the Badge Maker has now been purchased and delivered.
- The Faculty of Science and Engineering Undergraduate discussed the use of the badge machine at O-Week, for students to create their own designs and to create badges for dissemination at O-Week.

O-Week/Kickstart Discussion:

- The SRC requested confirmation of O-Week/Kickstart stall dates.
- The Faculty of Science and Engineering Undergraduate confirmed the Faculty of Science will be offering stalls on February 14th and Macquarie Business School may provide stalls and information to new students from February 15th.

SRC O-Week/Kickstart Shirts:

- The Secretary provided an update on the status of SRC branded shirts to be worn by members of the SRC during O-Week/Kickstart and when attending the SRC stall.
- Reminder to SRC to update availability to attend O-Week Stalls via the Qualtrics form.
- The Secretary provided an update on the Student Groups Briefing date, that no date has been determined at this stage. The Secretary will provide an update to the SRC once the briefing date has been confirmed.
- The O-Week briefing for Student Groups has not been updated.
- Bella to follow up with Student Engagement Team

Action Item:

- The Disability Representative to contact the Dance Group to follow up on discussions of a performance at O-Week as sponsored by the SRC.
- The Secretary to contact Group Marketing to confirm the status of the SRC shirt order.
- The Secretary to contact SRC once dates for the Student Groups briefing and O-Week/Kickstart stalls have been confirmed.

3.2 Critical Studies Conference

- The item has been deferred to the next meeting.

3.3 Motions

- The Secretariat updated the SRC about the purpose and structure of motions.
- The Secretariat encouraged the SRC to consider SMART goals when proposing motions (motions should be Specific, Measurable, Achievable, Relevant, and Time-Bound).
- The Secretary outlined the key sections included within the new Motion form to be made available to the SRC for guidance and submission.
- The Secretary reiterated that the SRC should provide feedback on the motion template, the importance of consultation and the identification of the appropriate student cohort to be targeted by the motion.

3.4 Purpose Exercise

- The item has been deferred to the next meeting.

4. OTHER BUSINESS

4.1 Student Groups, Clubs and Societies (Discussions)

- Faculty of Arts Representative reiterated concerns voiced previously about communication about O-Week from the Student Engagement, Inclusion and Belonging team.
- The Faculty of Science and Engineering Undergraduate Representative asked the Secretary about initiating an advisory group to provide feedback to Student Engagement, Inclusion and Belonging. The Secretary responded to encourage the SRC to liaise directly with Student Engagement, Inclusion and Belonging to provide feedback.

- The Secretariat reiterated that the SRC can escalate issues and enquiries to the Secretary and Secretariat for liaison with specific faculties and departments where specific examples arise.
- The SRC is free to form sub-committees to achieve specific goals and focused on a clear purpose as per the Terms of Reference.
- SRC is also welcome to invite these individuals to discuss these issues with communication.
- Faculty of Medicine, Health and Human Sciences Representative raised concerns about the timeliness of communication about dates and deadlines for O-Week/Kickstart.
- Faculty of Science and Engineering Undergraduate Representative discussed issues related to the sponsorships process including a change of template.

Action Item:

- The Secretary to contact SRC once dates for the Student Groups briefing and O-Week/Kickstart stalls have been confirmed.
- The Secretary to provide communication to Student Groups about changes to sponsorships in their capacity as Governance Officer for the Student Groups.

4.2 Sports Court Lighting (Discussion)

- The item has been deferred to the next meeting.

5. OTHER BUSINESS

Food Pantry

- Faculty of Science and Engineering Undergraduate Representative enquired about the Food Pantry.

SSAF Enquiry

- The Disability Representative enquired about the distribution of SSAF funding across the University.
- The Secretariat provided a detailed breakdown of SSAF spending initiatives including; MQ Student Employment, Career and Employment Service, the Incubator's student programs, Wellbeing and support services, the Writing Centre, supporting international students, Student Advocacy, Student Representative Committee, Student clubs and societies, amenities (accommodation, childcare and food and beverage operations on campus), My Legal Mate App and Student Media (Grapeshot), film festivals among others.

Re-conception Day

- The Student Representative Committee requested additional information about reviving of Re-conception Day.
- The Dean of Students outlined the University's significant concerns for the safety of students during the Re-conception festival.
- The Dean of Students identified concerns in relation to substance and alcohol abuse by both community members and students.

- The Postgraduate Representative requested the specific process to advance a motion on the Reconnection Day revival.
- The Dean of Students and Secretary outlined the process:
- The SRC would need to design a robust motion, undertake appropriate consultation with relevant stakeholders (e.g., students and staff).
- The motion would then be presented during an SRC meeting in which SRC members would need to vote on the motion.
- If approved, the motion would be progressed by the Council member to the Council for consideration.

Meeting Schedule:

- The SRC discussed meeting dates for February and March.

Action Items:

- The Secretary to disseminate the motion template to the SRC via email and post links on iLearn.
- The Secretary to disseminate SRC Meeting options.

6. NEXT MEETING

The next meeting of the Student Representative Committee (SRC) will be TBD, all agenda items must be submitted to the SRCSecretariat@mq.edu.au.

There being no further business, the meeting was closed by the Chairperson at 3:10 PM.