

MACQUARIE UNIVERSITY STUDENT REPRESENTATIVE COMMITTEE

Minutes of a meeting of the Student Representative Committee (SRC) held at 5.30 pm on Thursday 8 February 2018 in the Meeting Room 4, Level 4, MUSE Building, 18 Wally's Walk.

PRESENT:

Fiona Reed (Chair)	Sam Hurrell	Anthony Ryan
Alex Cullen	Milind Lokhande	Zwe Paing Sett
James Cummins	Timothy Mathew	Cissy Shen
Amanda Fotheringham	Mahyar Pourzand	Dee Zegarac
Aidan Galea	Caitlin Rhodes	
Alexander Hablutzel	Paul Russell	

APOLOGIES:

Dmytro Bondarenko	Suren Missaghi	Tamara Paulin
Kimberly La	Maddison O'Gradey-Lee	Aditya Srivastava
Sarah McCabe	Samuel Palmer	

IN ATTENDANCE: Gail White, Executive Director, Student Engagement and Registrar
John Durbridge, Campus Security Manager
Lilia Draganov, Senior Project Officer, DVC-Student and Registrar – Executive
Carly Roy, Program Manager, Macquarie University Train Station Upgrade
Frances Olsen, Change Manager, Station Upgrade Project
Nicole Saunders, Manager, Campus Engagement
Zoe Williams, Head of Governance Services

SECRETARIAT: Air Sinthawalai, Governance Officer

1. ACKNOWLEDGEMENT OF COUNTRY

Alex Cullen provided an Acknowledgement of Country on behalf of the SRC.

ACTION:

James Cummins will provide the Acknowledgement of Country at the next SRC meeting, 5 April 2018.

2. WELCOME AND APOLOGIES

The Chair welcomed members and noted the apologies outlined above.

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

- Gail White - Executive Director, Student Engagement and Registrar
- John Durbridge – Campus Security Manager
- Lilia Draganov - Senior Project Officer, DVC-Student and Registrar – Executive
- Carly Roy - Program Manager, Macquarie University Train Station Upgrade
- Frances Olsen - Change Manager, Station Upgrade Project
- Nicole Saunders – Manager, Campus Engagement
- Zoe Williams – Head of Governance Services

and confirmed that a quorum was achieved.

3. ARRANGEMENT OF AGENDA

3.1 Disclosure of conflicts of interest

There were no declarations of conflicts of interest.

3.2 Adoption of unstarred items

The items not starred for discussion were noted, and where appropriate, adopted as recommended.

4. PRESENTATIONS BY INVITED GUESTS

4.1 Student Experience Map

Presented by Lilia Draganov, Senior Project Officer, DVC-Student and Registrar – Executive.

The Committee noted the overview of the Student Experience Map, the Legal Project and how students can maximise their academic potential, develop skills and engage with what to offer on campus during their enrolment at the University.

4.2 MQ Train Station Upgrade

Presented by Carly Roy, Program Manager, Macquarie University Train Station Upgrade and Frances Olsen, Change Manager, Station Upgrade Project.

Members noted the overview of the Sydney Metro project and alternative transport during the upgrade of the Epping to Chatswood line. There will be an additional 120 buses around the Macquarie precinct and strategies to minimise disruption as much as possible during the line upgrade. The team will liaise with Transport for NSW and the Roads and Maritime Services for any on-campus events and accessibility needs for people with physical disabilities.

As such, the SRC's Infrastructure sub-committee is invited to take part in the consultation process and Mr Anthony Ryan is delegated as the SRC contact person.

Ms Draganov, Ms Roy and Ms Olsen departed the meeting at 6:05 pm.

4.3 The University's Parking Strategy

Presented by Mr John Durbridge, Campus Security Manager.

There are approximately 5,000 parking spots on campus available to both staff and students with reasonable parking fees compared to the commercial parking fees around the area. However it was noted that the current permits are old and outdated technology. From 1st October, a smarter "pay as you go" system for students will be introduced with staff moved to the new system from March 2019. The new system will allow users to pay for what they use with different rates depending on where they choose to park. The fee discount will still apply to staff and students and car registration numbers will be used as the 'permit'. An account can be created either via an online application (third party provider) or pay by phone using an MQ staff or student number. There is a different system implemented for MQ accommodation where cars are parked overnight.

Members asked about the consultation process with student bodies prior to this implementation and options for students in certain faculties who are unable to choose their timetable and have classes during peak hours. Any concerns are to be submitted to the SRC secretariat or directly to the Campus Security Manager by July before the communication package is released.

Mr Durbridge departed the meeting at 6:20 pm.

5. MINUTES OF THE PREVIOUS MEETING

5.1 Minutes of the Meeting Held 8 February 2018

RESOLUTION:

The SRC resolved unanimously to approve the minutes of the meeting held 8 February 2018 as a true and accurate record.

6. BUSINESS ARISING FROM THE PREVIOUS MINUTES

6.1 Summary of Outstanding Action Items

The Committee noted the completed action items and an update on the other outstanding item:

- Improved Dialogue with Student Body – ongoing, Ms Zoe Williams has provided comments on the draft MoU to Mr James Cummins. It was recommended that the document needs some revision and perhaps seek further consultation with the Legal Office. The Chair noted the urgency to finalise this proposal however, given the nature of the discussion, this matter should be discussed before the Committee rather than a circular resolution.

RESOLUTION:

Members voted to invite Grapeshot representative to attend and present at the next meeting. Proposed by Mr James Cummins and seconded by Ms Dee Zegarac. Thirteen (13) votes in favour with two (2) abstentions.

ACTION:

Mr Cummins to circulate the draft MoU with Ms Williams' response to all members for review and comments.

- 2018 Re:Conception – Campus Engagement had an initial meeting with Campus Services to discuss Re:Conception 2018. A brainstorming meeting was held with Campus Security to discuss ways of minimising any noise disruption for the local community and the type of festival to be held. SRC members will be called on to participate in the Re:Conception Steering Committee. The Committee is reminded to finalise its contribution by the end of April.

7. UPDATE FROM SRC TREASURER

The Committee noted the issue with Maddison O'Grady-Lee's grant and agreed that, moving forward, a clearer set of instructions be established and given to all grant applicants. The recipients will be asked submit all requested documents to Campus Engagement for payment within a certain timeframe to avoid any issue with SRC budget allocation.

7.1 November 2017 Expenditure Report

The November 2017 Expenditure Report was noted.

7.2 December 2017 Expenditure Report

The December 2017 Expenditure Report was noted.

7.3 2017 Year to date Treasurer's report and financial statement

Submitted by Ms Dee Zegarac, Undergraduate Representative for Arts and SRC Treasurer.

RESOLUTION:

The SRC noted and anonymously approved the 2017 Year to date Treasurer's report and financial statement for distribution to the Student Experience Committee (SEC). Proposed by Ms Dee Zegarac and seconded by Mr Alexander Hablutzel.

7.4 January 2018 Expenditure Report

The January 2018 Expenditure Report was noted.

8. REPORT FROM UNIVERSITY COUNCIL

The Committee noted that the University Council is working on resolving the following matters:

- The news articles about the new Macquarie full-fee medical degree; and
- The merger of MGSM and the Faculty of Business and Economics and the feedback from MGSM staff and students.

9. REPORT FROM STUDENT EXPERIENCE COMMITTEE (SEC)

The Committee noted that the first SEC 2018 meeting is scheduled on 27 March 2018 where a report on the Student Awards Night and Re:Conception Day 2017 will be presented.

9.1 Student Awards Night 2017

Paper submitted by Mr Alexander Hablutzel, Undergraduate Student Representative from the Faculty of Science and Engineering and the SRC Assistant Secretary.

RESOLUTION:

The SRC noted and unanimously approved the outlined Student Awards Night 2017 report for distribution to the SEC.

9.2 Re:Conception 2017

Paper submitted by Mr James Cummins and Mr Alexander Hablutzel, Undergraduate Student Representative and the SRC Assistant Chairperson.

RESOLUTION:

The SRC noted and anonymously approved the overview of the Re:Conception 2017 event for distribution to the SEC, subject to some additional factual matters related to the actual numbers, attendance and the date alteration on the last paragraph. Proposed by Mr James Cummins and Mr Alexander Hablutzel and seconded by Mahyar Pourzand.

10. AGENDA ITEMS FOR DISCUSSION

- 10.1 Affiliation with the National Union of Aboriginal and Torres Strait Islander Students (UATSIS)
and Paper submitted by Ms Amanda Fotheringham, Student Representative for Aboriginal and Torres Strait
10.1.1 Islander Students.

The Union of Aboriginal and Torres Strait Islander Students (UATSIS) is a student owned and operated organisation dedicated to advancing the representation of Aboriginal and Torres Strait Islander Students undergraduates. The affiliation cost is \$1,000 and \$32 per Aboriginal and Torres Strait Islander student enrolled full-time. This proposal has been discussed with and is supported by the Walanga Muru office.

Given the structure of MUSRC, the UATSIS approves a free affiliation for a term of 3 months. During this trial affiliation period, it will allow Aboriginal and Torres Strait Islander Students access to conference, training, networking and leadership opportunities but no rights to vote on any motions. Should SRC decide to continue the affiliation after the trial period, the cost per student will be supported by Walanga Muru.

The Committee noted the Constitution, Summary of the Business Plan and Regulations and By-Laws of UATSIS were circulated electronically earlier today. As such, not all members would get the opportunity to fully review the documents.

Members requested to vote on this motion by a secret ballot.

RESOLUTION:

The SRC resolved to affiliate with the Union of Aboriginal and Torres Strait Islander Students (UATSIS) for a term of 3 months at no fee. Proposed by Ms Amanda Fotheringham and seconded by Mr Anthony Ryan. Ten (10) votes in favour with four (4) abstentions.

- 10.2 Updating the SRC Website and Facebook Page to Contain the SRC Grant Application Form
Paper submitted by Mr Sam Hurrell, Undergraduate Representative for the Faculty of Medicine and Health Sciences and Ms Dee Zegarac, Treasurer and Undergraduate Student Representative from the Faculty of Arts.

The SRC requires societies to fill out a grant application form, in order to receive funding from the SRC. Currently societies need to get access to the grant application form through an SRC representative they know, and many societies are unaware they are able to apply for grants from the SRC.

RESOLUTION:

The SRC unanimously resolved to update the SRC Website and Facebook page to contain easy access to the society grant form.

ACTION:

Members who need access to update the SRC webpages to liaise with Ms Nicole Saunders from Campus Engagement.

- 10.3 SRC Recommendation to UBar
Paper submitted by Mr Sam Hurrell, Undergraduate Representative for the Faculty of Medicine and Health Sciences.

The UBar website is one of the first-places students go to find out information about the UBar. During O-week, several students asked questions about what fun events are run on campus but the UBar website did not contain up to date information.

RESOLUTION:

The SRC unanimously recommended UBar ensure its website contains up to date information including its menu and information about upcoming UBar parties.

11. UPDATE FROM SUB-COMMITTEES

- 11.1 Infrastructure Sub-Committee
The sub-committee met on 27 February 2018 to discuss and vote on the draft letter to the Minister for Transport and facility matters.

The Committee noted Ms Amanda Fotheringham is joining the Infrastructure Sub-committee and members were reminded to respect each other's time and commit to attend and engage with sub-committee meetings.

11.1.1 Letter to the Minister for Transport

Paper submitted by Mr Alex Cullen, Distance Student Representative.

RESOLUTION:

The SRC resolved to:

1. accept the letter approved by the Infrastructure Sub Committee;
2. send the letter to the NSW Minister for Transport with a copy to the local State MP (Victor Dominello), the Shadow Transport Minister as well as the current NSW Greens spokesperson for Transport;
3. publish the letter via SRC social media channels;
4. recommend the University publish the letter via University Media Channels; and
5. delegate the Marketing and Communications Sub-committee to engage with student and local media to publish the letter.

Proposed by Mr Alex Cullen and seconded by Mr Mahyar Pourzand. Twelve (12) votes in favour with two (2) abstentions.

11.2 Marketing and Communication Sub-Committee

At O-Week, SRC had the opportunity to meet and talk to students whilst handing out 800 wall planners and 3000 pens. 1300 card holders were handed out with the help of Campus Security. More than 300 likes were received on SRC Facebook.

The Committee congratulates Mr Pourzand and all members who participated during O-Week.

11.3 Student Elections Sub-Committee

There was no report provided at this meeting.

11.4 Student Services And Amenities Fee (SSAF), SRC Budget And Finance Sub-Committee

The sub-committee met on 15 February and revisited the S2 2018 O-Week budget. Regular meetings are scheduled for the first Thursday after each SRC meeting.

11.4.1 March 2018 Funding Application Recommendation

Paper submitted by Ms Dee Zegarac, Undergraduate Representative for Arts and SRC Treasurer.

The Equity and Diversity (E&D) representatives were asked to review and make recommendation on the Queer Collective Grant.

RESOLUTION:

The SRC resolved unanimously to approve a funding application from the Queer Collective for a study space totalling \$1,994.15.

12. QUESTION TIME

No questions were raised.

13. OTHER BUSINESS

13.1 SRC 2018 Election Timeframe

Ms Williams spoke to the composition of the SRC and the process to fill the current casual vacancies in accordance with the SRC Constitution, schedule 5.

- Postgraduate Student Representative – the position will be offered to the next best candidate from the previous election process;
- Postgraduate Student Representative from the Faculty of Arts – the position will be offered to the next best candidate from the previous election process;
- Postgraduate Student Representative from the Faculty of Science and Engineering – a term extension will be offered to the current member as he has not served on the SRC more than two years;
- Distance Students Representative – a term extension will be offered to the current member as he has not served on the SRC more than two years;
- Postgraduate Student Representative from the Faculty of Medicine and Health Sciences – there will be a call for expression of interest to all eligible students.

The Committee also noted the composition and background of [the Selection Panel members](#) which is available on the MQ website.

13.2 Report from the SRC Spokespersons

The updates from the SRC Spokespersons were noted.

13.3 Deadline for agenda items

The Chair reminded members of the need to submit written proposals on time allowing all members a sufficient time to thoroughly review such information before making an informed decision at each meeting.

While appreciating that members have other commitment outside the SRC, she advised that any item received or circulated the day before or on the day of the meeting will likely be deferred in the future.

13.4 Room Hiring Fees

Members were informed that student groups now need to pay for room hire in order to book the conference room in MAZE. The room hire fees of at least \$90 per booking go to an external company, FORTE Catering and Events.

Ms Saunders advised that most of the MAZE space are for students except the co-op bookshop and the conference room. Ms Williams recommended this matter be resolved offline with Campus Engagement for alternative solutions.

14. MEETING CLOSE

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

15. NEXT MEETING

The next meeting of the Student Representative Committee will be held on Thursday 5 April 2018.

CONFIRMED as a true record.

MS FIONA REED
CHAIR