

## MACQUARIE UNIVERSITY STUDENT REPRESENTATIVE COMMITTEE

Minutes of a meeting of the Student Representative Committee (SRC) held at 5.30 pm on Thursday 27 September 2018 in the Meeting Room 4, Level 4, MUSE Building, 18 Wally's Walk.

<b>PRESENT:</b>	Alex Cullen Leanne Freame Aidan Galea Alexander Hablutzel	Sam Hurrell Kimberly La Maddison O'Gradey-Lee Mahyar Pourzand	Paul Russell Zwe Paing Sett Cissy Shen Aditya Srivastava
<b>APOLOGIES:</b>	Fiona Reed (Chair) James Cummins	Heather Lockwood Sarah McCabe	Tamara Paulin Caitlin Rhodes
<b>ABSENT:</b>	Suren Missaghi	Samuel Palmer	Anthony Ryan
<b>IN ATTENDANCE:</b>	Nicole Saunders, Manager, Campus Engagement Megan Kemmis, Manager, Secretariat Gail White, Executive Director, Student Engagement and Registrar Adam Anderson, Executive Officer – Property Services Gina Lewi, Asset Manager, Campus		
<b>SECRETARIAT:</b>	Air Sinthawalai		

---

### 1. ACKNOWLEDGEMENT OF COUNTRY

Mr Alexander Hablutzel provided an Acknowledgement of Country on behalf of the SRC.

#### ACTION:

Mr Alex Cullen will provide the Acknowledgement of Country at the next SRC meeting, 4 February 2019.

### 2. WELCOME AND APOLOGIES

The Committee noted that the Chair and Deputy Chair were not in attendance. Mr Hablutzel, Assistant Secretary, would chair this meeting.

The Assistant Secretary welcomed all members and noted the apologies outlined above.

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

- Gail White - Executive Director, Student Engagement and Registrar
- Gina Lewis - Asset Manager, Campus
- Adam Anderson - Executive Officer – Property Services
- Julie Doherty - Career and Employment Manager
- Nicole Saunders – Campus Engagement Manager
- Megan Kemmis – Manager, Secretariat

and that the agenda items for approval would be discussed when the quorum is met.

The Committee noted the resignation of Mr Timothy Matthew, Student Representative for Regional and Remote Students.

### 3. ARRANGEMENT OF AGENDA

#### 3.1 Disclosure of conflicts of interest

Mr Paul Russell declared possible conflict of interest in relation to the Chess League's funding application (item 13.1).

#### 3.2 Adoption of unstarred items

The Committee resolved that the item 7.1 be noted, and where appropriate, adopted as recommended.

#### **4. PRESENTATIONS BY INVITED GUESTS**

##### **4.1 Council of International Students Australia (CISA)**

This presentation is deferred until the next meeting.

##### **4.2 Career and Employment Presentation**

Presented by Ms Julie Doherty, Career and Employment Manager.

Ms Doherty provided an overview on Career and Employment Services. Student representatives can make the most of their time on boards/committee building valuable skills for future employments. Members recommended promoting a greater visibility of services, a review of the Careers Newsletter to provide a more targeted message to students in specific faculties and targeting students who are less proactive; specially International students cohort. Members also suggested working with faculties to present at final units when students are thinking about employability.

*Mr Zwe Paing Sett and Ms Kimberly La joined the meeting at 5:53 pm and 5:58 pm respectively. Ms Doherty departed the meeting at 5:55 pm.*

##### **4.3 Posters and Advertisements Policy**

Presented by Mr Adam Anderson, Executive Officer – Property Services, and Ms Gina Lewis, Asset Manager, Campus.

Members noted the current Posters and Advertisements Policy is outdated and that Property Services has been working with Governance Services to update the locations for posters and advertisements supporting changes on campus facilities and embedded Student Code of Conduct for student elections. Members were invited to provide any comments/feedback by Friday 21 December 2018.

Questions related to student groups being prevented to serve or consume food at Campus Commons and Lincoln Lawn areas were raised.

Moving forward, Mr Anderson will be the Property point of contact for SRC inquiries.

#### **ACTION:**

Property Services to provide feedback on the issue related to student groups' food consumption at Campus Commons and Lincoln Lawn in a timely manner.

*Mr Anderson and Ms Lewis departed the meeting at 6:10 pm.*

#### **5. MINUTES OF THE PREVIOUS MEETING**

##### **5.1 The Minutes of the previous meeting held 22 October 2018 are provided**

#### **RESOLUTION:**

The SRC approved the minutes of the meeting held 22 October 2018 as a true and accurate record with minor amendment.

##### **5.2 Matters considered by circular resolution**

- SRC Contribution To Red Frog Wall Planners 2019

#### **RESOLUTION:**

The SRC ratified the endorsement of approving the purchase of Red Frogs 2019 wall planners for a total cost of \$13,300, noting that the Red Frogs team will assist the SRC in distributing said wall planners at orientation sessions in 2019.

## **6. BUSINESS ARISING FROM THE PREVIOUS MINUTES**

### **6.1 Summary of Outstanding Action Items**

The Committee noted updates on the following items:

- MoU with Grapeshot: ongoing, Ms Cissy Shen and Mr Russell are taking over this initiative as Mr Sam Hurrell is graduating;
- Processes of approving apologies and declaring position vacant: ongoing, the matter is deferred to the next meeting;
- Training dates: ongoing, the training dates for treasurers, secretaries, RNA and SRC Respectful Relationship Course will be released in February 2019;
- Free Breakfast Bar Trial: ongoing, Marketing Subcommittee to determine how SRC should promote itself during these events;
- Election of the new Infrastructure Subcommittee's Chairperson: ongoing, members have not met;
- Election of the new Marketing and Communication Subcommittee's Chairperson: completed, Ms Shen is elected. Mr Mahyar Pourzand will hand over SRC Facebook administration access to Ms Shen; and
- Grant Application Form: ongoing, the form has been put up on the SRC webpages and Campus Engagement will put the form up on MacSync closer to the beginning of 2019; and
- SRC Room Use Guidelines: completed.

## **7. UPDATE FROM SRC TREASURER**

### **7.1 October 2018 Expenditure Report**

Members noted the October 2018 Expenditure Report presented.

## **8. UPDATE FROM SRC SPOKESPERSON**

The Committee noted an event which will be hosted by the Liberal Club featuring Ms Bettina Arndt and the draft response by SRC spokesperson.

*Mr Aidan Galea joined at 6:35 pm.*

## **9. REPORT FROM UNIVERSITY COUNCIL**

University Council has not met therefore there is no update for this meeting.

## **10. REPORT FROM STUDENT EXPERIENCE COMMITTEE (SEC)**

The SEC met on 3 December 2018 and discussed the following:

- Communication issue and a possible dedicated focal point in Property to deal with SRC enquiries;
- SRC budget planning, more budget training and interaction with SEC members; and
- The transitioning process of new SRC members on the SEC.

Ms White also informed that SSAF is being under reviewed and there were discussions related to potentially making SRC more independent; including managing a larger budget. Members are encouraged to work on a proposal of how the SRC structure and operation could be improved.

## **11. AGENDA ITEMS FOR DISCUSSION**

### **11.1 Hiring Social Media Interns**

Submitted by Mr Pourzand, Representative from a Culturally and Linguistically Diverse Background.

The SRC could benefit from professional inputs and skills of dedicated Macquarie university students/recent graduates who have a more in-depth knowledge of the dynamics of social media. These individuals in turn will gain the valuable experience of working in their fields that could bring them a step closer to fulfilling their career goals.

**RESOLUTION:**

The SRC is in principal in support of hiring two Macquarie University Postgraduate students or recent graduates from a relevant course to manage their Social Media presence and the relevant presence as tasked by the Marketing subcommittee, given that the appropriate salary is paid using the MUPRA funds. Proposed by Mr Pourzand and seconded by Mr Hurrell. Eleven (11) votes in favour and one (1) abstention.

## 11.2 Postgraduate Funds

Paper submitted by Mr Cullen, Distance Student Representative.

A draft budget has been proposed by Campus Engagement as outlined. These funds are not ongoing and would only be for 2019.

### RESOLUTION:

The SRC resolved to:

- support the use of the MUPRA funds for the proposed list of Postgraduate focused activities (Items 1 – 8 as outlined on the proposal);
- support the draft budget allocations for the proposed list of activities, noting that all activities will be funded through the normal funding process; and
- note that these activities would need to be funded prior to the end of 2019 to take advantage of the MUPRA funds.

Proposed by Mr Cullen and seconded by Mr Hurrell. Eleven (11) votes in favour and one (1) abstention.

## 11.3 Network of Women Students Australia (NOWSA)

Paper submitted by Ms Maddison O'Gradey-Lee, Student Representative for Women Students.

At this stage, WOCO is seeking approval from the SRC to put Macquarie's name forward to run the Network of Women Students Australia (NOWSA) conference at Macquarie University in conjunction with the UNSW and UTS Women's collective. Should this be approved, a grant application will be submitted to the SRC in 2019 for a part-funding as it is a paid event and will also be partially funded by UNSW and UTS.

### RESOLUTION:

The SRC resolved to give WOCO the approval to put the Macquarie women's collective forward to run NOWSA in 2019. Proposed by Ms O'Gradey-Lee and seconded by Mr Pourzand. Eleven (11) votes in favour and one (1) abstention.

## 12. UPDATE FROM SUBCOMMITTEES

The Committee noted Mr Ryan's resignation from the Infrastructure, Student Elections and Student Services and Amenities Fee (SSAF), SRC Budget and Finance Subcommittees.

### 12.1 Equity and Diversity Subcommittee

There was no report provided at this meeting.

### 12.2 Infrastructure Subcommittee

The Committee noted that the Diversity Team has taken over the gender neutral bathroom initiative.

**ACTION:** Due to Mr Ryan's resignation, the Infrastructure Subcommittee's members are to elect a new chairperson and provide an update at the next SRC meeting.

### 12.3 Marketing and Communication Subcommittee

The Committee noted that Ms Shen is the new Marketing and Communication Subcommittee's Chairperson. The Committee also noted Ms Leanne Freame as a new member to this subcommittee.

### 12.4 Student Elections Subcommittee.

The meeting was not quorate. Members are following up on the previous action items.

### 12.5 Student Services and Amenities Fee (SSAF), SRC Budget and Finance Subcommittee

#### 12.5.1 Society Grants December 2018

Members noted a number of grant applications received from the Sustainability Squad, the Chinese Students Society and the Macquarie University Greek Association (MUGA).

The Treasurer provided information on the SRC budget should all grants are approved. Although grant applications should be submitted prior to the events, the Committee noted that the Chinese Students Society had been trying to put the form together for quite some time and agreed that SRC would approve its grant application under this circumstance.

**RESOLUTION:**

The SRC resolved to approve to following grant applications:

- Funding application from Sustainability Squad - \$985 for the Sustainability Squad's sustainable kit giveaway competition;
- Funding application from the Chinese Students Society - \$2500 for the Chinese Student Organisation's awards night; and
- Funding application from the MUGA - \$2500 for the 37<sup>th</sup> Greek Festival of Sydney.

Eleven (11) votes in favour and one (1) abstention.

*Mr Hurrell departed the meeting at 7:00 pm*

**13. OTHER BUSINESS**

**13.1 Grant application for Macquarie International Chess Festival**

Submitted by Mr Russell, GLBTIQ Representative.

The Chess League has requested a grant of \$12,000 to partially fund an International Chess Festival to be held on campus. The tournament is expected to attract over 200 entries and over 100 spectators. Given that SRC does not currently have a sufficient fund to approve this grant application in full, members will vote on the support of this event and a separate grant application will be submitted when 2019 budget is available. Campus engagement also confirmed to partially fund this event.

**RESOLUTION:**

The SRC is in principal in support of the Macquarie International Chess Festival to be held on campus and approved 1, 673.16 from the 2018 SRC budget for the Macquarie International Chess Festival. Nine (9) votes in favour and two (2) abstention.

*Mr Sett departed the meeting at 7:07 pm.*

**14. QUESTION TIME**

**14.1 Changes to SSAF**

The University announced changes to SSAF with Postgraduate, International, MGSM and Applied Finance Centre students. Ms White would like to improve the consultation process by inviting SRC members to discuss how SSAF should be spent in areas relevant to these new groups being charged.

**14.2 Quality of Toilet Paper in Public Toilets**

Mr Pourzand recently contacted the Campus Engagement Development Officer regarding the quality and cost of toilet papers. Campus Engagement will take the comment to Property for further consideration.

**14.3 Constitutional Review and Appointment Process for the SRC Chairperson**

Ms White spoke to the plan of appointing an interim Chairperson for one year to work with a student Deputy Chairperson and the SRC working towards a more independent model.

**14.4 Members graduating**

On behalf of the SRC, the Assistant Secretary congratulated the following members on their academic achievements and thanked for their great contribution to the SRC during the period of their membership:

- Sam Hurrell;
- Mahyar Pourzand; and
- Aditya Srivastava

**15. MEETING CLOSE**

There being no further business the meeting closed at 7:22 pm.

**16. NEXT MEETING**

The next meeting of the Student Representative Committee will be held on Monday 4 February 2019.

**CONFIRMED** as a true record.

**MR ALEXANDER HABLUTZEL**  
**ASSISTANT SECRETARY**