



MACQUARIE UNIVERSITY STUDENT REPRESENTATIVE COMMITTEE

Minutes of a meeting of the Student Representative Committee (SRC) held at 6:00pm on Thursday 22 April 2021 at the Function Room, The Chancellery, 19 Eastern Road, Macquarie University and via video/teleconference.

PRESENT: Jayden Whaites-Fruitrich (Alternate Chair), Chair
Shlomie Bension*
Jarod Cunningham
Alexander Hablutzel (Interim Treasurer)
Ibrahim Ibrahim*
Laura Middleton*
Jade Quisumbing*
Ateka Rajabi*
Liz Vrazas*
Isabelle White*

* *Via video/teleconference*

APOLOGIES: Emily Ward
Georgia Weeden (Assistant Secretary)

ABSENT: Anna Cheng
Marlene Khouzam
Rylie Taylor
Angus Webber

IN ATTENDANCE: Professor Mariella Herberstein – Interim Deputy Vice-Chancellor (Academic)
Lilia Draganov – Senior Manager, Student Life
Linda Breen – Director, Governance Services

SECRETARIAT: Edelvine Rigato – Corporate Secretary, Governance Services (Alternate Secretary for the period 22 -28 April 2021)

1. PROCEDURAL ITEMS

1.1. Acknowledgement of Country

The Chair opened the meeting at 6:10pm. Shlomie Bension provided the Acknowledgement of Country.

1.2. Quorum and Apologies

The Chair declared that the meeting was quorate and welcomed the members.

The Chair noted the apologies received from SRC members and acknowledged the University staff in attendance.

1.3. Disclosure of conflicts of interest

The Chair called for members to disclose any conflicts of interest in relation to the items on the agenda.

Student Representative Committee Meeting 22 April 2021

The Chair declared a conflict of interest arising from his membership of the Macquarie University Rural and Regional Society (MURRS) in relation to the grant application from MURRS under Agenda Item 8.5.1.

There were no other conflicts of interest declared.

2. MINUTES AND MATTERS ARISING

2.1. Minutes of the previous meeting on Thursday 28 January 2021

The Chair took the draft minutes of the previous meeting held on Thursday 28 January 2021 as read and called for any comments. There being none, the following resolution was passed.

Resolution SRC 21/04

The Student Representative Committee RESOLVED to confirm the minutes of the meeting held on Thursday 28 January 2021 as a true and accurate record of the meeting.

2.2. Matters Arising from Previous Meetings

The Committee noted the action item regarding the SRC Book Fair during O-Week for Session 1, 2021, which had been completed. The Chair thanked the support and contribution from Student Engagement and the SRC members who helped organise the event.

The Committee also noted the update on the outstanding action:

Matter Arising re: Enquiries from overseas students relating to fee reductions – An SRC Spokesperson (Jade Quisumbing) provided an update noting that there has been correspondence received from overseas students, enquiring when they can return to campus and expressed frustration with the current situation. Correspondence have been forwarded to the Deputy Vice-Chance (Academic) for response.

The Interim Deputy Vice-Chancellor (Academic) reported that requests from students, including overseas students regarding fee reduction for online study have been raised with the Executive Group. The matter will now be referred to the Revenue and Student Numbers Planning Group (RSNPG) to conduct further investigation/benchmarking with other universities and provide a more informed recommendation on strategy/approach to the fee structure for offshore/online students. The Interim Deputy Vice-Chancellor (Academic) will provide an update on this to the SRC.

(Ibrahim Ibrahim joined the meeting at 6.20pm.)

3. REPORT FROM SRC TREASURER

3.1. SRC Expenditure Report, January and February 2021

The Interim Treasurer spoke to the SRC Expenditure Report, highlighting that the SRC's budget for 2021 is \$80,000, compared to \$236,000 in 2020.

The Committee discussed the report, noting:

- the \$17.3K worth of grant applications for consideration under Agenda Item 8.5.1, which had been deferred by the Interim Treasurer to the Committee for decision, due to the current state of SRC's budget;
- the Committee had not been formally advised of the significant reduction of the SRC's annual budget; and
- the increased demand on SRC from societies and clubs for funding of major student events.

Student Representative Committee Meeting 22 April 2021

The Senior Manager, Student Life undertook to obtain further information and formal communication from Finance regarding the SRC's 2021 budget.

MATTER ARISING: *The Senior Manager, Student Life to obtain further information and formal communication from Finance regarding the SRC's 2021 budget.*

3.2. Postgraduate Fund Expenditure Report, January and February 2021

The Interim Treasurer took the Postgraduate Fund Expenditure Report as read, noting:

- the low interest income generated, considering a relatively substantial balance; and
- the upcoming commitment for the Aboriginal and Torres Strait Islander Extra-Curricular Award Program.

The Committee discussed the report and agreed to seek advice from Finance for other opportunities to generate better returns for the Postgraduate Fund.

MATTER ARISING: *The SRC, via Student Engagement, to seek advice from Finance for other opportunities to generate better returns for the Postgraduate Fund.*

3.3. 2020 End of Year Financial Statement

The Interim Treasurer took the 2020 End of Year Financial Statement as read, highlighting the significant achievements for the year, despite the negative impact of COVID-19 on the SRC's regular funded events and other large scale student representation activities.

The Committee noted the report and resolved the following.

Resolution SRC 21/05

The Student Representative Committee RESOLVED to approve the 2020 End of Year Financial Statement, for submission to the Student Experience Committee.

4. REPORT FROM SRC SPOKESPERSON/S

The SRC Spokesperson (*Jade Quisumbing*) provided a verbal report, noting correspondence received from:

- societies regarding the status of grant applications;
- the Secretary of the Council of International Students Australia (CISA) seeking the SRC's consideration for membership of CISA for 2021-22; and
- international students currently offshore regarding the disruption to academic activities in 2020.

The Committee noted the report.

5. REPORT FROM UNIVERSITY COUNCIL

The student elected member of the University Council (*Alex Hablutzel*) provided a verbal report on the 8 April 2021 Council meeting, noting the progress with regards to the Operating Plan 2020-2024, in particular Students First focussed at improving standard of education.

The Committee noted the report.

Student Representative Committee Meeting 22 April 2021

A further update by the Interim Deputy Vice-Chancellor (Academic) on Students First was deferred to Agenda Item 9 Question Time.

6. REPORT FROM STUDENT EXPERIENCE COMMITTEE (SEC)

The Chair, in his capacity as one of the SRC representatives to the SEC, reported on the SEC meeting held on 25 March 2021, noting the:

- presentation of the Students First focus area of the 2020-2024 Operating Plan;
- appointment of the SRC Assistant Chair as SRC Alternate Chair by the Vice-Chancellor for an interim period, following the resignation of the external Chair;
- appointment of an external reviewer to review the performance of the SRC including, but not limited to, the effectiveness of the SRC Constitution, including interview of some SRC members;
- update on the Learning and Teaching Strategic Framework: 2020-2024 from the Pro Vice-Chancellor (Learning and Teaching), which led to discussion on micro credentials;
- 2020 Student Services and Amenities Fees (SSAF) summary report; and
- acquittal of the SRC's reporting responsibility to the SEC with the presentation of the SRC's 2020 Annual Report.

The Committee noted the report, including the ratification of the 2020 Annual Report by the SRC under Agenda Item 7.2, and requested for a copy of the 2020 Student Services Amenity Fees (SSAF) summary report to be provided to the SRC.

MATTER ARISING: *Senior Manager, Student Life to provide a copy of the 2020 Student Services and Amenities Fees (SSAF) summary report to SRC.*

7. AGENDA ITEMS FOR DISCUSSION

7.1. Proposal for funding: SRC + Macquarie Incubator 2021 Student Programme

The Chair took the paper as read and noted the SRC's 2021 budget in consideration of the proposal.

(Laura Middleton left the meeting at approximately 6.55 pm and re-joined at 7.00pm.)

The Committee discussed the proposal, noting that the SRC is not in a position to fund the entire 2021 Student Programme due to the significantly reduced 2021 SRC budget.

Resolution SRC 21/06

The Student Representative Committee RESOLVED to support the partial funding of the Macquarie Incubator 2021 Student Programme and RESOLVED to approve the funding of the project cost for the Design Thinking Program – Introduction for the amount of \$25,000, as set out in Attachment C to the proposal (provided under Agenda Item 7.1.)

The Committee also noted that the proposal can be revisited once additional information on the SRC's 2021 budget is received.

7.2. 2020 SRC End of Year Report

The Chair took the paper as read.

The Committee noted the report and passed the following resolution.

**Student Representative Committee Meeting
22 April 2021**

Resolution SRC 21/07

The Student Representative Committee RESOLVED to ratify the SRC's 2020 End of Year Report, which has been submitted to and received by the Student Experience Committee on 25 March 2021.

8. UPDATE FROM SUBCOMMITTEES

8.1. Equity and Diversity Subcommittee

It was noted that there has been no subcommittee meeting held since the last SRC meeting and therefore no update was provided.

8.2. Infrastructure Subcommittee

It was noted that there has been no subcommittee meeting held since the last SRC meeting and therefore no update was provided.

8.3. Marketing and Communication Subcommittee

It was noted that there has been no subcommittee meeting held since the last SRC meeting and therefore no update was provided.

8.4. Student Elections Subcommittee

It was noted that there has been no subcommittee meeting held since the last SRC meeting on 28 January 2021 and therefore no update was provided.

8.5. Student Services and Amenities fee (SSAF), SRC Budget and Finance Subcommittee

It was noted that there has been no subcommittee meeting held since the last SRC meeting on 28 January 2021 and therefore no update was provided.

8.5.1. Student Grant Applications - January and February 2021

The Committee considered the student grant applications, noting that:

- each application will be considered on its own merits, taking into account the reduced SRC budget for 2021; and
- whilst the Student and Societies Grant Application Funding Guidelines state that grants cannot be applied for or approved retrospectively, special considerations will be made, given that no SRC meeting or SSAF, SRC Budget and Finance Subcommittee meeting were held since 28 January 2021 to consider the applications received.

With respect to applications that are awaiting potential funding approval from Student Engagement, the Committee noted the advice from the Senior Manager, Student Life that these will be processed by the end of April and agreed that those applications will be held over to prevent any double funding by Student Engagement and the SRC.

The Committee agreed that the process for approval of SRC grant applications should integrate a cross check for funding received from Student Engagement.

MATTER ARISING: *SRC Project Officer to liaise with Student Engagement to establish a process for cross-checking applications for funding from students and societies prior to these being submitted to the Committee.*

i) AISEC in Macquarie: 2021 Youth Leadership Experience Program

The Committee discussed the grant application for \$1,580.

**Student Representative Committee Meeting
22 April 2021**

Resolution SRC 21/08

The Committee RESOLVED to consider the amount of \$1,280 to cover the following:

- **\$70 for the Cross-cultural Buddy Program;**
- **\$90 for the Amazing Race;**
- **\$1,000 for the Rewards and Recognition Night; and**
- **\$120 for the Case Competition,**

and RESOLVED to approve the grant of \$1,280 to AISEC in Macquarie for their 2021 Youth Leadership Experience Program.

ii) Bridget Campbell: Co-presentation of MQ Masters project results with Indigenous partners, Yirralka Rangers, at a northern Australian conference from 10-13 March 2021

The Committee discussed the grant application for \$1,370, noting that if the Postgraduate Fund (PGF) Conference Grant was activated, the application would have been submitted as a PGF Conference Grant application.

The Chair agreed to defer the discussion of the Postgraduate Fund (PGF) Conference Grant under Agenda Item 10. Other Business.

Resolution SRC 21/09

The Committee RESOLVED to consider the grant application from Bridget Campbell for the co-presentation of her MQ Masters project results with Indigenous partners, Yirralka Rangers, at a northern Australian conference from 10-13 March 2021 as a Postgraduate Fund Conference Grant Application and RESOLVED to approve the grant of \$1,370, subject to and following the renewal of allocation for Postgraduate Conference Grant Pool from the Postgraduate Fund.

iii) Macquarie Consulting Club: Case Competition held on 24 April 2021

The Committee discussed the grant application, noting the updated total amount requested being \$860.

Resolution SRC 21/10

The Committee RESOLVED to consider the revised amount of \$235, to cover:

- **\$155 for the case study materials and resources; and**
- **\$80 for food coupons for winners and runners-up,**

and RESOLVED to approve the grant of \$235 to the Macquarie Consulting Club for the Case Competition held on 24 April 2021.

iv) Entrepreneurship Club – Semester 1, 2021 Serial events with Sydney School of Entrepreneurship (SSE) and Alejandro Ortiz, Business Coach

The Committee discussed the grant application and agreed to defer the approval, pending receipt of further information.

MATTER ARISING: SRC Project Officer to request further details from the applicant, in particular details of other funding applied for and/or received (from Sponsors, Student Engagement etc.), the number of students who will benefit from the workshops, for report to the Interim Treasurer prior to the grant application being re-submitted (if deemed appropriate) to the Committee for approval via circular resolution.

**Student Representative Committee Meeting
22 April 2021**

v) Exchange Students Society: Ubar Pizza Night, 26 March 2021

The Committee discussed the grant application and agreed to defer the approval, pending receipt of further information.

MATTER ARISING: *SRC Project Officer to request further details from the applicant, in particular the actual number of attendees that registered for the event, for report to the Interim Treasurer prior to the grant application being re-submitted (if deemed appropriate) to the Committee for approval via circular resolution.*

vi) Harry Potter Society: Opening event at UBar, 17 March 2021

The Committee discussed the grant application for \$375 and agreed to defer approval, pending receipt of further information.

MATTER ARISING: *SRC Project Officer to request further details from the applicant, in particular the actual amount incurred for the event, supported by a tax invoice, for report to the Interim Treasurer prior to the grant application being re-submitted (if deemed appropriate) to the Committee for approval via circular resolution.*

vii) Kanye West Appreciation Society: Hats for sale for fundraising

The Committee discussed the grant application for \$400 for the purchase of merchandise to be sold for fundraising for events.

The SRC agreed not to approve the application, due to the SRC's limited 2021 budget and the need to prioritise funding for actual events that promote student interaction. It was noted that funding for the purchase of merchandise is generally for merchandise that are provided for free to students.

MATTER ARISING: *SRC Project Officer to contact the applicant to encourage them to submit a grant application for the funding of their actual event, with proper quotes to substantiate the requested amount.*

viii) Macquarie University Audiology Students Society (MUASS): Students and Staff End of Year Celebration event, 1 December 2021

The Committee discussed the grant application for \$2,000 for the purpose of funding an end-of-year event for students and staff, noting that MUASS is a society of postgraduate students and agreed to defer the approval, subject to confirmation that the application can be put through as a grant from the PGF. If not, the SRC agreed to approve the grant application under the SRC fund via circular motion.

Resolution SRC 21/11

The Committee RESOLVED to approve the grant of \$2,000 to Macquarie University Audiology Students Society for their Students and Staff End of Year Celebration event on 1 December 2021, subject to confirmation that the grant can be made from the Postgraduate Fund.

**Student Representative Committee Meeting
22 April 2021**

MATTER ARISING: SRC Project Officer to check with Student Engagement if the application can be granted from the PGF and if not, resubmit the application to the Committee for approval via circular resolution.

ix) Macquarie University Rural and Regional Society: Social event with Sen. Matt Canavan on 12 April 2021

The Committee, with the exclusion of the Chair due to his conflict of interest, discussed the grant application and agreed to defer the approval, pending receipt of further information.

MATTER ARISING: SRC Project Officer to request further details from the applicant, in particular details of the actual expense incurred for the food and venue, for report to the Interim Treasurer prior to the grant application being re-submitted (if deemed appropriate) to the Committee for approval via circular resolution.

x) MQ Automotive Society: Go Kart event including go karting day at Eastern Creek Raceway, 10 July 2021

The Committee discussed the grant application and agreed to defer the approval, after further information on the SRC's 2021 budget is obtained.

MATTER ARISING: The SRC agreed to refer the grant application to the SSAF Subcommittee for recommendation to the SRC, following receipt of update on the SRC's 2021 annual budget.

xi) Pasifika Student Association: Australian Universities Pacific Associations Conference (AUPAC) event on 12-13 July 2021

The Committee discussed the grant application and agreed to defer the approval, pending receipt of further information.

MATTER ARISING: SRC Project Officer to request further details from the applicant, in particular details of other funding received from Student Engagement, for report to the Interim Treasurer prior to the grant application being re-submitted (if deemed appropriate) to the Committee for approval via circular resolution.

xii) Symphony Orchestra – Conductor hire services for 2021 and new Timpani

The Committee discussed the grant application and agreed to defer the approval, pending receipt of further information.

MATTER ARISING: The SRC Project Officer to request further details from the applicant, in particular details of other funding received from Student Engagement, for report to the Interim Treasurer prior to the grant application being re-submitted (if deemed appropriate) to the Committee for approval via circular resolution.

9. QUESTION TIME

The Chair invited members to present questions to the Interim Deputy Vice-Chancellor (Academic) (DVCA) and the Senior Manager, Student Life.

Student Representative Committee Meeting 22 April 2021

Update from the Interim Deputy Vice-Chancellor (Academic) (DVCA) on Students First

The DVCA provided an update on the Students First area of focus under the University Operating Plan, including establishment of a Program board to progress activities relating to both the academic side (such as improving course structure, embedding employability more formally in the course structure, and improving teacher quality), and the administrative side of student experience (including improving the enrolment process and class registration).

The DVCA noted a presentation from Pivot Group in relation to incorporating employability in the course structure. It was agreed that the Pivot Group video will be presented to the Committee at its next meeting for discussion, and that a discussion will be arranged with the SRC Alternate Chair (and other interested SRC members) prior to the presentation.

MATTERS ARISING: *Interim Deputy Vice-Chancellor (Academic) to arrange a presentation from Pivot Group for the next SRC meeting and a discussion with SRC Alternate Chair and other interested SRC members.*

SRC members interested to attend the pre-presentation discussion with Pivot Group to inform the SRC Secretariat.

Update from the Senior Manager, Student Life on Orientation

The Senior Manager, Student Life provided an update on the plan for Orientation, noting that:

- subject to approval and COVID considerations, a blended approach will be carried out to allow participation from students offshore while putting more emphasis on on-campus engagement, as a result of feedback from Session 1 Orientation; and
- more involvement will be sought from societies and funding will be organised before Orientation to incentivise societies.

The Committee noted the update and in consideration of the SRC's involvement, the Senior Manager, Student Life undertook to provide the current Orientation plan to SRC for information and to explore options for partnership activities with Student Engagement.

MATTER ARISING: *Senior Manager, Student Life undertook to provide the current Orientation plan to SRC for information and to explore options for partnership activities with Student Engagement.*

The Senior Manager, Student Life also encouraged the SRC to provide information on SRC's activities to Student Engagement for student generated content for the News and Events webpage.

MATTER ARISING: *SRC Project Officer / SRC Secretariat to provide information on the SRC's activities to Student Engagement for student generated content for the News and Events webpage.*

10. OTHER BUSINESS

10.1. Postgraduate Fund Conference Grant for 2021

The Committee discussed the renewal of the Postgraduate Fund Conference Grant and agreed for the SRC Project Officer to update the Project Plan and submit it to the Interim Treasurer for presentation to the Committee for approval at its next meeting.

MATTER ARISING: *SRC Project Officer to update the Project Plan and submit it to the Interim Treasurer for presentation to the Committee for approval at its next meeting.*

**Student Representative Committee Meeting
22 April 2021**

11. NEXT MEETING

The next meeting of the Student Representative Committee will be held on **Monday 17 May 2021**. Agenda items are due by Monday 3 May 2021.

There being no further business, the meeting closed at 7.59pm.

CONFIRMED as a true and accurate record.

Jayden Waites-Fruitrich (Alternate Chair)

Chair

APPROVED BY CHAIRPERSON