



MACQUARIE UNIVERSITY STUDENT REPRESENTATIVE COMMITTEE

Minutes of a meeting of the Student Representative Committee (SRC) held at 10:00am on Tuesday 3rd December 2024 in person and via Zoom link.

PRESENT:	<p>SRC Members</p> <p>Coco Chen –Macquarie Business School Representative (attended online) Kathy Htun –Faculty of Science and Engineering Representative Ria Prasad – Women’s Representative Annalise Pollard – LGBTQIA+ Representative Anna Smith – Official University Sport Representative (attended online) Jongho (Pedro) Roh – Member of Council Rizki Deni – Faculty of Arts Representative Hoang Diem Tho Bui - International Student Representative Georja Bennett - Aboriginal and Torres Strait Islander Representative</p> <p>Secretary</p> <p>Kamil Zielinski – Secretary</p> <p>Guests</p> <p>Professor Leanne Piggott – Dean of Students Melinda Chadwick – Head of Student Engagement, Inclusion and Belonging Tracey Baldwin - Director of Strategy & Planning at MQ Property John Durbridge - Director of Campus Security</p>
APOLOGIES:	<p>Hansani Daluwatta Galappaththige – HDR Representative Cameron Last – Disability Representative</p>
ABSENT:	<p>Rhys Collyer – Postgraduate Representative</p>

SECRETARY: Kamil Zielinski

CHAIR: Ria Prasad – Women’s Representative

MINUTES

1. PROCEDURAL ITEMS

1.1. Acknowledgement of Country

The Chair commenced meeting at 10:05 AM. The Chair provided an acknowledgement of Country.

1.2. Chair's Welcome, Quorum, and Apologies

The Chair noted apologies and welcomed the staff members present. International Student Representative (Hoang Diem Tho Bui) and Aboriginal and Torres Strait Islander Representative (Georja Bennett) were welcomed to the committee. Dean of Students provided update in relation to the Faculty of Medicine, Health and Human Sciences Undergrad Representative (Aaron Douglass) who is no longer eligible to be a member of the SRC.

1.3. Disclosure of conflicts of interest

Member of Council declared a conflict of interest in relation to agenda item 4.7 and abstained from voting on this motion.

2. MINUTES AND MATTERS ARISING

- 2.1.** The Student Representative Committee resolved to confirm the minutes of the meeting held on 17 October 2024 as a true and accurate record of the meeting.

3. REPORT FROM UNIVERSITY COUNCIL

- Member of Council advised that the Vice-Chancellor released his report, which was quite positive but concern was expressed over the impact of student caps.

4. AGENDA ITEMS FOR DISCUSSION

4.1 Lighting on Campus Update

(For discussion)

- Director of Strategy & Planning at MQ Property provided an overview of her responsibilities and structure of her team.
- Director of Campus Security provided overview of his responsibilities and structure of his team.
- Member of Council expressed gratitude for the light globes that have been replaced on campus. He raised Research Park Drive as area of concern due to insufficient lighting, cameras and security patrols. Director of Campus Security advised of challenges in enforcement due to the demarcation between campus and metro jurisdictions.
- Director of Strategy & Planning at MQ Property provided an overview of planned works by the Department of Transport NSW for areas including Research Park Drive. She also advised of a lighting report from colleague, which includes work being undertaken to improve lighting at 4 Eastern Road and around the Metro Station.
- Director of Campus Security advised that there are comparatively few incidents that occur on campus compared to the local area and greater metro. He expressed concern about complacency taking hold due to low number of incidents on campus. He advised that security does its best to be highly visible to serve as a crime deterrent and said we will have to continue to be vigilant of the possible risk of incidents on campus arising from the growing population of the area.

- Member of Council asked if copies of incident reports could be provided to the Student Representative Committee. The Director of Campus Security advised that there could be issues in terms of personal details but suggested that summaries could be provided with redacted information. This information could then be disseminated with a focus on using it to improve reporting and safety.
- Faculty of Science and Engineering Representative brought up concerns in relation to the length of notice required to organise a security escort and the Director of Campus Security advised that this can be booked online or Security can be called and this should generally be organised within half an hour.
- Aboriginal and Torres Strait Islander Representative queried what degree of incident would justify intervention from campus security as it would not be feasible to provide a security escort to all students. The Director of Campus Security clarified that this would be based on when the circumstances create a safety issue and would depend on the perceived risk by the student.
- The Chair queried where shuttle bus is being advertised and was advised that information can be found on website, through inductions, diaries and Orientation. Aboriginal and Torres Strait Islander Representative suggested enhancing visibility of the shuttle bus service through the Orientation stall and social media channels. Member of Council advised of lack of signage at bus stops to advertise the shuttle service schedule.
- Member of Council raised the issue of limited English skills of security staff. The Director of Campus Security agreed that it can be a problem but also acknowledged that having different languages spoken among the security staff can be beneficial to increase cultural coverage. He clarified that police enforce the licensing and English language test for security contractors, which limits the capacity of the University to intervene. Aboriginal and Torres Strait Islander Representative queried if there would be an opportunity to provide greater resources to staff to improve their English skills from a practical perspective, such as writing security incident reports. The Director of Campus Security advised of the University focus on staff retention and collaboration with wellbeing in terms of integrating security personnel into staff training. However, he acknowledged the challenge that shift work poses in terms of availability of security personnel in attending training workshops.
- LGBTQIA+ Representative raised the issue of parking rates and the potential financial burden of this on students. They queried if there are any strategies that can be worked on together to reduce fees. The Director of Campus Security clarified that the senior executive group sets the rates for parking, which is reviewed every year. He also clarified that parking rates are lower than for other universities and there is also more parking available. Member of Council sought clarification regarding parking rates and the Director of Campus Security provided overview in relation to different permits and payment options available as per advertised information on the University website. He also clarified that the purpose of parking infringements is not as revenue collection but rather encouraging compliance and maximising available carpark spaces.
- Aboriginal and Torres Strait Islander Representative queried if other means of parking deterrent could be explored such as educational materials for those unable to pay fines. The Director of Campus Security advised that infringement rates are set by legislative requirements and once an infringement is issued, it is then within the jurisdiction of Revenue NSW who may have their own options for alternate payment methods.

Action Items:

- SRC to discuss ideas for a security campaign and parking information campaign for Session One 2025.

4.2 Security Update

(For discussion)

- Discussed in conjunction with agenda item 4.1 *Lighting on Campus Update*.

4.3 Social Media Strategy/SRC Logo Rebranding

(For discussion)

- Faculty of Arts Representative provided overview of progress in relation to the design approach and suggested that social media could be leveraged to promote the new design. Faculty of Science and Engineering Representative reiterated the importance of leveraging social media to promote to students. This idea was strongly endorsed by The Chair who suggested that collaborating with Grapeshot could be very advantageous in this regard.
- Member of Council suggested that an invitation could be sent out to students inviting them to develop their own brand and present it as part of their portfolio, which the SRC would then benefit from as this could contribute to a comprehensive media strategy.
- Head of Student Engagement, Inclusion and Belonging provided an update in relation to SRC approval of the budget for next year, which includes a budget allocation for a casual staff member to support implementing the vision of the SRC.
- Dean of Students suggested that Grapeshot should be part of comms strategy to diversify messaging of SRC, including disseminating information relating to security and parking campaign of SRC. She suggested that SRC should have a story in the news section of every Grapeshot publication. Dean of Students suggested thinking beyond Orientation in determining the best time to disseminate information to new students as well as existing students. She also noted that Grapeshot could be designated as formal subcommittee of SRC in line with the SRC Terms of Reference. Dean of Students also acknowledged that one of the benefits of this arrangement would be in Grapeshot having access to SRC funds.

Action Items:

- Nill

4.4 Proposed Faculty of Arts Professional Staff Transformation

(For discussion)

- The Chair advised that there are no new updates on this matter, which was reiterated by Faculty of Arts Representative.
- Faculty of Science and Engineering Representative enquired if other faculties were being affected by the Faculty of Arts transformation and Dean of Students said that she was not aware of anything. Faculty of Science and Engineering Representative expressed concern in relation to Global Leadership Program (GLP) staff being laid off. Dean of Students provided update by explaining that there were previously two Pro Vice-Chancellor portfolios responsible for a range of education-related activities, which have been merged into one. This resulted in a thorough review of all existing programs to maximise the benefit to students of the University's resources. The GLP was very expensive to run with a relatively small number of students completing the program. For this reason the program will no longer run in its former structure while the funding will be repurposed to maximise global mobility opportunities for a greater number of students.
- Faculty of Science and Engineering Representative raised the topic of student awards for volunteering in relation to AHEGS recognition. Dean of Students advised that the matter of reviewing AHEGS next year was discussed only the day before. There will be a committee focussing on reviewing non-academic activities for inclusion in AHEGS, which already includes SRC representation. Faculty of Arts Representative

raised AHEGS in relation to student clubs and Head of Student Engagement, Inclusion and Belonging provided clarification in relation to these processes.

- Dean of Students suggested inviting James Mead (Director of Graduate Futures) to next SRC meeting in relation to discussing leadership development and global mobility opportunities for students.

Action Items:

- Secretary to invite James Mead to the next SRC meeting.

4.5 SRC Grant (2024) (Chamath Jagoda) Neurosurgical Society Conference

(For discussion and voting)

- The Chair provided an overview of the grant.

Resolution:

- Committee resolved that more information of breakdown is needed due to limited supporting evidence.

Action Items:

- Secretary to reach out to grant applicant to request more information.

4.6 SRC Grant (2024) (HSSD Galappaththige) Evolution Conference

(For discussion and voting)

- The Chair provided an overview of the grant.

Resolution:

- Nine in favour of motion. The grant is approved.

Action Items:

- Secretary to inform applicant of outcome.

4.7 SRC Grant (2024) (Pedro Roh) Repairing Symphony Orchestra Equipment

(For discussion and voting)

- Member of Council provided an overview of the grant including the breakdown of the equipment which is requesting to be replaced.

Resolution:

- Nine in favour of motion. The grant is approved.

Action Items:

- Secretary to inform applicant of outcome.

4.8 SRC Grant (2024) (Shatabdi Paul) Evolution Society Conference

(For discussion and voting)

- The Chair provided an overview of the grant.

Resolution:

- Nine in favour of motion. The grant is approved.

Action Items:

- Secretary to inform applicant of outcome.

4.9 SRC Grant (2024) (Yin Xun) Entomological Conference

(For discussion and voting)

- The Chair provided an overview of the grant.

Resolution:

- Nine in favour of motion. The grant is approved.

Action Items:

- Secretary to inform applicant of outcome.

4.10 SRC Grant (2024) (Brooklyn Scurfield) Alumni Night

(For discussion and voting)

- The Chair provided an overview of the grant and The Secretary provided context in relation to the previous voting of this grant.

Resolution:

- Nine in favour of motion. The grant is approved.

Action Items:

- Secretary to inform applicant of outcome.

4.11 Amending Grant Application Form

(For discussion)

- The Chair provided a brief overview of the agenda item and opened it up to the committee to discuss. Faculty of Science and Engineering Representative advised that grant system was amended previously but there was little input so there should be more involvement from committee members this time. She also suggested incorporating exemplars from previously successful applicants into the grant application form. It should also be better communicated to students how voting on grant applications operates. The Chair suggested increasing awareness of grant applications as many students are unaware of this source of funding. Aboriginal and Torres Strait Islander Representative suggested adding an option for callback to discuss grant with the applicant if more information is required.
- Faculty of Arts Representative queried how often the University website is updated and Head of Student Engagement, Inclusion and Belonging advised there are constant updates. She suggested a representative of the website team can attend the next SRC meeting to provide greater information in relation to this.

Action Items:

- Secretary to invite website representative (Nathan Armstrong) to next SRC meeting
- Secretary to investigate adjusting grant application form

4.12 Student Engagement with Fitness Options

(For discussion)

- Official University Sport Representative advised that she has brought this matter up with the Manager of University Sport (Brett Morley) who advised that this was discussed at a management meeting for consideration with a focus on costs and advertising of memberships. Official University Sport Representative advised that a new *Healthy Campus & MQ* program has been created that will review the scope for reducing membership costs for low usage periods.
- Official University Sport Representative also mentioned that a sports carnival concept is being explored between faculties for next year, which the Manager of University Sport is very interested in supporting in terms of funding and resourcing.

Action Items:

- Nil

4.13 Grapeshot Engagement Update

(For discussion))

- Discussed in agenda item 4.3 *Social Media Strategy/SRC Logo Rebranding*.

Action Items:

- Nil

4.14 Relocating High School Students

(For discussion)

- The Chair suggested discussing this next year as Semester 2 2024 has ended but provided a brief overview in relation to the goal of relocating high school students to different areas to ensure there is sufficient space for university students.

Action Items:

- Secretary to add this as agenda item to next SRC meeting for discussion

4.15 Subsidised Meals

(Hold off until January meeting)

- Deferred until next meeting

Action Items:

- Nil

5 OTHER BUSINESS

- Official University Sport Representative queried extending the Library hours based on conversations with students. Clarification was provided that after-hours access is already possible if students swipe their ID card.

Action Items:

- Nil

6. NEXT MEETING

The next meeting of the Student Representative Committee (SRC) will be held Tuesday, 21 January 2025 at 10:00 AM. All agenda items must be submitted to the Secretary at least 10 business days in advance by emailing SRCSecretariat@mq.edu.au.

There being no further business, the meeting was closed by the Chair at 12:07 PM.