



# MACQUARIE UNIVERSITY STUDENT REPRESENTATIVE COMMITTEE

Minutes of a meeting of the Student Representative Committee (SRC) held at 5.30 pm on 12 December 2016 in the Academic Senate Room, Level 3, 16 Wally's Walk (C8A).

**PRESENT:**

Fiona Reed	Lachlan Greenberg	Ryan Thalari
Shantell Bailey	Budhaditya Majumdar	Tristan Warren
Alistair Booth	Lachlan McGrath	Yi Wong
Andrew Brennan	Jacqueline Olling	Tomothy Zhang
Elizabeth Carter	Sinead Simpkins	

**APOLOGIES:**

Kieren Ash	Freya Wadlow
Courtney Knight	David Yao

**IN ATTENDANCE:** Natalie Dainer, Campus Engagement Manager  
Megan Kemmis, University Committee Secretary and Manager of Secretariat Services  
Zoe Williams, Head of Governance Services

**ABSENT:** Janson Lim Sherry Shi

**SECRETARIAT:** Air Sinthawalai, Governance Officer

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## 1. WELCOME AND APOLOGIES

The Chair welcomed members and noted that apologies had been received from Kieren Ash, Courtney Knight, Freya Wadlow and David Yao.

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

- Natalie Dainer - Campus Engagement Manager
- Megan Kemmis - University Committee Secretary and Manager of Secretariat Services
- Zoe Williams – Head of Governance Services

The Chair noted that the meeting was not quorate and the agenda was rearranged accordingly. The meeting achieved a quorum during Item 7.

## 2. DISCLOSURE OF CONFLICTS OF INTEREST

There were no declarations of interest.

## 3. ARRANGEMENT OF AGENDA

### 3.1 ADOPTION OF UNSTARRED ITEMS

RESOLVED:

The Committee resolved that the items not starred for discussion (Items 4.1, 6, 8.1 and 10) are noted and, where appropriate, adopted as recommended.

## **5. BUSINESS ARISING FROM THE MINUTES**

### **5.1 SUMMARY OF ACTIONS FROM THE STUDENT REPRESENTATIVE COMMITTEE MEETING ON 17 NOVEMBER 2016**

Update on the action items from the meeting of 17 November 2016:

- Item 9.3 SRC 2017 Elections Timeframe – see item 8.1.
- Item 9.4 SRC 2017 Meeting Schedule – see item 8.2.

## **6. REPORT FROM UNIVERSITY COUNCIL**

The Committee noted that the Council Student Representative is an absentee at this meeting and had missed the Council meeting on 8 December 2016 which has been addressed by the Chair of University Council.

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

*Jacqueline Olling arrived and joined the meeting at 5.48pm*

Mr Alistair Booth provided an overview of the SEC and the specific items discussed at the meeting held on 29 November 2016. The Committee noted that:

- An Oral SRC Annual Report, which included SRC achievements and highlights for 2016, issues identified at the SRC planning retreat and the future directions for SRC in 2017, was presented by Mr Booth.
- An Oral report of Session 2 Treasurers Report was provided by Mr Lachlan McGrath, the SRC Treasurer.
- The work of SRC throughout 2016 was acknowledged by the SEC, especially of Mr Booth who has been the point of contact between the SRC and SEC since 2015.

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

### **4.1 THE MINUTES OF THE PREVIOUS MEETING HELD 17 NOVEMBER 2016 ARE PROVIDED**

RESOLVED:

The Committee resolved to approve the minutes of the meeting held 17 November 2016 as a true and accurate record.

## **8. AGENDA ITEMS FOR DISCUSSION**

### **8.1 SRC 2017 ELECTIONS TIMEFRAME**

The Committee noted the paper submitted by Governance Services.

Due to the current SRC Constitution review process, members noted that the election should be conducted after the approval of the new Constitution and the timeframe has been drafted based on the new members' expected term of office commencement, being 14 May 2017.

RESOLVED:

The Committee resolved to endorse the timeframe of 2017 SRC elections.

## 8.2 SRC 2017 MEETING SCHEDULE

The paper submitted by Governance Services was noted.

At the SRC meeting held on 17 November 2016, the members determined the first 2017 meeting should be held on Monday 6 February 2017 and to maintain the current frequency of SRC meeting schedule; being every four weeks on alternate week days.

Members agreed that it would be appropriate for the new members to review the Session 2 meeting schedule if necessary.

RESOLVED:

The Committee resolved to hold 2017 SRC meetings on the following dates, subject to the review at the beginning of Session 1 2017 base on members' study commitment if necessary. All in favour.

<b>Meeting Date</b>	<b>Study Week</b>
Monday 6 February	Session break
Thursday 9 March	Session 1, Week 2
Monday 3 April	Session 1, Week 6
Thursday 4 May	Session 1, Week 8
Monday 29 May	Session 1, Week 12
Thursday 29 June	Session 1, Examination week
Monday 24 July	Session 1, Session break week 4
Thursday 24 August	Session 2, Week 4
Monday 18 September	Session 2, Session break week 1
Thursday 19 October	Session 2, Week 10
Monday 13 November	Session 2, Examination week
Thursday 14 December	Session 3, Week 2

## 8.3 UPDATE OF THE SRC WORKSHOP

The paper submitted by Ryan Thalari, Postgraduate Student Representative from the Faculty of Human Sciences, was noted.

Mr Tharari outlined the discussions held at the workshop on 5 December 2017 surrounding the vision and goals of SRC in order to shape the new constitution. The members who attended identified the key issues which include the lack of clarity as to what the student body or the University expects of members and the SRC, the disconnect and lack of integration between the various types of student representatives on governing bodies, reports from Council, SEC and Senate members, functional flowcharts, members' accountability, directory of people to contact, incentivisation and recognition for members.

Andrew Brennan and Yi Wong arrived and joined the meeting at 6.17pm.

RESOLVED:

The Committee resolved to:

1. endorse the list of issues identified in the attached paper as the key factors impacting the SRCs effectiveness.
2. work with the Deputy Vice-Chancellor (Students and Registrar) in January to identify solutions as to how these issues may be addressed.
3. review the proposed solutions at its first meeting of 2017.

Moved by Ryan Thalari and seconded by Sinead Simpkins. Twelve votes in favour with one abstention.

## 9. UPDATE FROM SRC TREASURER

The November 2016 expenditure report was noted.

The Treasurer advised of the remaining 2016 budget which cannot be rolled over towards 2017 and encouraged members to submit funding proposals (under \$3,000 each) to the Treasurer by the end of this year.

#### **10. UPDATE FROM SUB-COMMITTEE**

The Committee acknowledged the SRC membership:

- Sinead Simpkins, Postgraduate Student Representative from the Faculty of Arts, has graduated at the end of Session 2 2016. As such, her term of office on the SRC concluded on 2 December 2016.
- Sita Khiani, Postgraduate Student Representative, has graduated at the end of Session 2 2016. As such, her term of office on the SRC concluded on 2 December 2016.
- Timothy Zhang, GLBTIQ Students Representative, has graduated at the end of Session 2 2016. As such, his term of office on the SRC concluded on 2 December 2016.
- Chui-Ann Lee, Representative from the Major Student Organisations Standing Committee, has resigned from her position on 29 November 2016.

#### **10.1 MAJOR STUDENT ORGANISATION (MSO) SUB-COMMITTEE**

The Committee noted that the speakers have arrived and are accessible to student clubs/groups. Student Engagement is currently organising t-shirts which were requested by student groups and will be available for purchase next year.

#### **10.2 STUDENT SERVICES AND AMENITIES FEE (SSAF), SRC BUDGET AND FINANCE SUB-COMMITTEE**

Members noted that the 2017 SRC budget has been projected which mirrors the 2016 budget details and will be circulated to all members for feedback shortly.

**ACTION:**

The Treasurer to provide the proposed 2017 projected budget to be circulated to all members by the SRC Secretariat.

#### **10.3 MARKETING AND COMMUNICATION SUB-COMMITTEE**

Mr Booth advised that he has met with the Group Marketing for a SRC branding discussion which includes the promotional plan for O-week and a complete transformation of the SRC webpages. Governance Services addressed that the current SRC webpages contain SRC meetings, membership, election and governance information which are updated by Governance Services and questioned who would be responsible for the new SRC web content moving forward. Mr Booth will work with Governance Services to ensure the above information will be kept available on the new SRC webpages.

The Committee noted that Elizabeth Carter expressed her interest in becoming a member of the Marketing and Communication sub-committee.

#### **10.4 PROPERTY SUB-COMMITTEE**

The Committee noted that Alistair Booth expressed his interest in becoming a member of the Property sub-committee.

The Committee noted that as a result of Chui-Ann Lee's departure, the Property sub-committee members must appoint a new Chairperson and advise the outcome at the following SRC meeting in 2017.

**ACTION:**

The Property sub-committee members must appoint a new Chairperson and advise the outcome at the following SRC meeting on 6 February 2017.

## 11. QUESTION TIME

No questions were raised at this meeting.

## 12. OTHER BUSINESS

- Legal Centre

Ms Yi Wong advised that the budget for the Legal Centre initiative has been received on 12 December 2016 and the solicitors have agreed to attend on campus and provide legal advice, including visa, disciplinary and sexual assault aspects. The Chair acknowledged this great initiative by Ms Wong but recommended Ms Wong to submit a written report to the Committee for proper determination. It was suggested that this report should include the consultation process both within the University and externally, the status of the legal service, proposed operations of the service including the proposed legal representatives, the figure of protected budget, approval from Legal Counsel and what support and involvement are being sought from the SRC.

**ACTION:**

Ms Wong to provide the written report and proposal of the Legal Centre at the next SRC meeting.

Lachlan Greenberg departed the meeting at 7.12pm

- SRC honorarium

**ACTION:**

Members are requested to submit ideas for 2017 SRC honorarium to Mr Booth.

- Update of MUSE in 2017

Members noted that the University is currently designing Level 3, MUSE building, as a student group space with female and neutral bathrooms.

- Learning and Teaching Innovation Hub Workshop

Members noted that the workshop will be run by Geraldine Timmins on 19<sup>th</sup> December 2016. Any members who are interested in participating are advised to contact Ms Dainer directly.

- Legal Centre Sub-committee

**ACTION:**

Members who would like to become a member of Legal Centre sub-committee are to submit their name to Ms Wong.

- Drug testing kits

The Committee noted that some SRC members are investigating the use of drug testing kit which is made available at some other universities. A number of Committee members expressed significant concern with this type of proposal and actively discussed the appropriateness of the MQ SRC and the University's support of this idea. The Committee noted that this matter related to illegal activity and needed to be very carefully and appropriately and fully considered.

The Chair addressed that the written proposal must be presented before the Committee for determination after a thorough consultation process both within the University and externally.

## 13. MEETING CLOSE

As a representative of SRC student members, Mr Booth thanked Ms Fiona Reed, Student Engagement and Governance Services for their advice and support to SRC.

There being no further business the meeting closed at 7.29 pm.

**14. NEXT MEETING**

Members are reminded that agenda items for the meeting of Monday 6 February 2017 are due by Monday 23 January 2017, 5.00pm.

**CONFIRMED** as a true record.

**MS FIONA REED**  
**CHAIR**