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**Student Representative Council Meeting #10 Agenda**

Friday the 11th of October 2019, 15:00 –17:00

Parramatta City: 8.16 - Kingswood: G.26 - Bankstown: 3.G.54 - Zoom: 906946487

1. Welcome, Introduction, and Apologies

2. Acknowledgement of traditional custodians of the land

3. Order of Business

Standing orders

4. Confirmation and acceptance of previous Meeting Minutes, and Member Reports

5. Follow up on previous meetings Action Items

6. Report from Student Representation & Participation

New business of the Council

7. Council of Australian Postgraduate Associations Conference attendance – Bonatti, Daniel

8. TEQSA Conference Attendance – Bonatti, Daniel

9. Future Strategic Plan - Bojanic, Matthew

10. Election of the Hawksbury campus representative – Bekker, Frederick W.

11. Merchandise order – Bekker, Frederick W.

12. United Nations Climate Change Conference attendance – Wolf, Danielle

13. Communications Strategy – Jha, Vageesh

14. Shuttle Buses and Student Safety –Renier-Clark, Vicky-Rae

15. Agenda item structure – Dunn, Kezia

16. Kendo Club provision of venue hire funds for 2020 – Bekker, Frederick W.

17. General business

18. Next Meeting and Close

**1. Welcome, Introduction, and Apologies**

The Chair officially opens the meeting, acknowledging Country, and welcomed members and guests. The following members have provided their apologies for this meeting;

**2. Acknowledgement of traditional custodians of the land**

The cultural protocol of the acknowledgment of the traditional custodians of the land on which this meeting is held on.

**3. Order of Business**

Discussion whether a change to the order of business is required.

**4. Confirmation of Previous Meetings Minutes and member reports**

The minutes from the previous meeting and member reports are required to be confirmed as a true and accurate record.

**5. Follow up on previous meetings Action Items**

A follow up on the previous meetings action items is conducted to determine their progress to completion referring to Action Item sheet list attached.

**6. Report from Student Representation & Participation**

The Student Representation & Participation provides their report and allows for queries

**NEW BUSINESS OF THE COUNCIL**

**7. Council of Australian Postgraduate Associations Conference attendance – Bonatti, Daniel**

The CAPA Annual Conference will be held on 4th to the 6th of December, jointly sponsored by the Victoria University Postgraduate Association, Monash Postgraduate Association, and Graduate Student Association (University of Melbourne). The conference will be held at Victoria University City Flinders Campus. The three-day catering and gala dinner package costs $380 per person for financial affiliates, and $400 for un-financial affiliates and observers. Motion is as follows;

*The SRC allocates $1,000 to allow Bonatti, Daniel to attend the Council of Australian Postgraduate Associations Conference*

**8. TEQSA Conference Attendance – Bonatti, Daniel**

TEQSA conference on the Wednesday 27, Thursday 28 & Friday 29 November 2019, Full registration – Student is $490.00 + GST for full conference delegate registrations as well as day registrations. The motion is as follows;

*The SRC allocates $539 to allow Bonatti, Daniel to attend the TEQSA Conference attendance*

**9. Future Strategic Plan - Bojanic, Matthew**

Following discussion at the Student retreat, a strategic plan is to be discussed and implemented regarding co-ordinating overarching SRC strategy

**10. Election of the Hawksbury campus representative – Bekker, Frederick W.**

As per the received EOI’s attached, I move that a vote is held in order to elect the incoming Hawksbury campus representative

**11. Merchandise order – Bekker, Frederick W.**

Following the overwhelmingly supportive real life feedback of merchandise, and for persistent calls for “usable” merchandise; it would be prudent for the SRC to invest in a bulk order of items to be used over several administrations with a large emphasis on environmentally conscious reusable items (e.g. metal bottles/straws), and well as high rate of everyday usage of items to prevent wastage (e.g. pens and USB’s) with the SRC and collective’s logo on them. This is likely to include the following;

22 x Custom varsity jackets

*For current SRC members to increase student awareness of the SRC and provide a better public image to the student body*

3000 x Environmental metal straws

3000 x USB’s

*Ideally to be provided either recycled timber or bamboo*

3000 x High quality Pens

3000 x Seeds-on-sticks

*Seeds on sticks are a unique eco-friendly promotional way to plant and grow seeds. The product is completely biodegradable, made of 100% recycled fibreboard*

3000 x Metal bottles

The motion is as follows;

*“$50,000 is to be allocated, for the purchasing of merchandise items for the student body”*

**12. United Nations Climate Change Conference attendance – Wolf, Danielle**

*Refer to attached Agenda Item Document*

* From the 2nd – 13th December this year the United Nations Climate Change conference will be held in Santiago, Chile.
* I have been nominated as the UG / SRC Environment Rep student to represent WSU at the CoP25
* ICS is convening a symposium Dec 2-3 and Western’s presentation is on the 5th.
* As the Environment Representative I am in a unique position of not only representing students, but also Nature itself. And again, not only equity for people but also for the planet.
* I feel this opportunity is important for multiple reasons and is strongly linked with being a student rep in many ways (outlined below).
* Unfortunately there is no opportunity for EOI’s in this instance, due to no spaces available beyond those nominated.
* I will be sourcing my own airfares, insurance and accommodation (AirBnB – cheaper and more sustainable!). I will also be utilising public transport.

*The SRC allocates $4,200 for Wolf, Danielle’s attendance to the UNFCCC Climate Change Conference and the 25th Council of Parties*

**13. Communications Strategy – Jha, Vageesh**

*Refer to attached Agenda Item Document*

As all members are aware, the Communications Strategy Working Group (CSWG) has been meeting to improve our engagement with students. Pursuant to the working groups conceived outcomes, a number of proposals and actions are brought forward. The motion is as follows;

*The SRC shall seek the formation of a Communications team to co-ordinate and do online social outreach for the Council*

*The SRC shall purchase a monthly subscription to ‘Hootsuite’ to aid in the delivery of online content for $39 per month*

*The SRC shall purchase a monthly subscription to ‘Canva Pro’ to aid in the delivery of online content for $17.99 per month*

**14. Shuttle Buses and Student Safety –Renier-Clark, Vicky-Rae**

*Refer to attached Agenda Item Document*

It has been recommended that this working party have a meeting with Matt Dakin, Director of Campus Safety and Security in relation to these matters. We would also like to encourage the Campus and Equity Representatives to be involved in this initiative as we believe that the above issues and spaces for improvement are a result of a larger systemic issue and as such a needed combined push for better services across the board in relation to not only the shuttle buses themselves but also towards better student safety measures would be considered helpful for all. The motion is as follows;

*The SRC endorses a full audit into the current shuttle bus service on all campuses as well as the overarching issue of student safety and security on campus.*

**15. Agenda item structure – Dunn, Kezia**

We currently have a deluge of agenda items that are blowing out our meeting times. I would like to see us move to a different system, and additionally for reps to understand fully what agenda items are for and not set agenda items that don’t need to be voted on, such as spending allocated funds on already acceptable activities. My suggestions are as follows:

1. We limit our agenda items to no more than 10 per meeting and utilise flying minutes for small items, OR

2. We submit agenda items and only flag the ones that need discussion via email five days before the meeting. If an item is not flagged, it is assumed to be passed. This means that we are all then more responsible for reading the items before the meeting and allows us to save time only for items that need the attention.

**16. Kendo Club provision of venue hire funds for 2020 – Bekker, Frederick W.**

The Kendo Club is currently seeking assistance in order to book training venue for the 2020 portion of the financial year. In line with the SRC ethos of supporting the facilitation of club life on campus, with the provision of three reasonable quotes, and with the agreement of the Kendo creating marketing material alongside with the SRC in order to best promote the club amongst the student body, the following motion is moved;

*“The SRC allocated up to $3,500 for the Kendo Club provision of venue hire funds for 2020”*

**17. General business**

Any General Business of the Council is to be discussed here;

**18. Next Meeting and Close**

The next scheduled meeting of the SRC is to be on the 1st of November 3-5pm

***Close of proceedings***

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| **Student Representative Council Action Sheet** |
| **Action** | **Responsibility** | **Completion** |
| **Future events to be sent to VP (Activities) for calendar co-ordination**  | **SRC** | **Ongoing** |
| **Bojanic, Matthew to circulate email to inform members, in order to elect delegates for ANZSSA** | **Bojanic, Matthew** | **Completed** |
| **SR&P to provide access to the website for updating** | **SR&P** | **Completed** |
| **Cupitt, Sarah and Dunn, Kezia to co-ordinate website** | **Cupitt, Sarah and Dunn, Kezia** | **Completed** |
| **General Secretary to provide updated list of casual vacancies within the SRC** | **Bekker, Frederick** | **Completed** |
| **Begin investigating the formation of Humanities and Arts, Science and Health science, and the Midwifery faculty based society** | **Bojanic, Matthew** | **Completed**  |
| **Bekker, Frederick W. is to provide a breakdown of funding to be de-allocated** | **Bekker, Frederick** | **Completed**  |
| **Find the best social media management strategy, find costs, and find an overall update by the next SRC meeting**  | **Vageesh, Jha,** | **Completed** |
| **Finalize details of implementation of Coordination of SRC Initiatives** | **Bojanic, Matthew, and Bekker, Frederick W.** | **Completed** |
| **Initial statements regarding the formation of the future ethos/vision statement of the SRC to be garnered via email** | **Bojanic, Matthew** | **Pending** |
| **SR&P to provide a breakdown in funding of SSAF fees for 2017 and 2018** | **SR&P** | **Pending** |
| **A forum based event to be run on various campuses and to provide a rundown of the current allocation in a town hall format open meeting** | **SRC** | **Pending**  |