

Student Representative Council Meeting #2 Minutes March 2022

A meeting of the University of Newcastle Students’ Association (UNSA) Student Representative Council (SRC) was held via zoom.

In attendance:	<ul style="list-style-type: none"> • President- Jessica Philbrook • Vice-President Education (VPED)- Summer Harrison • Vice President Experience & Engagement (VPEX)- Georgie Cooper • Postgraduate Students’ Senate Convenor (PSSC) – Tegan Stettaford • International Students’ Senate Convenor (ISSC)- Sarthak Birani • Central Coast Campus Committee Convenor (CCCC)– Tylah Roberts • Sydney Campus Committee Convenor (SCC)- Zhangxue Zhong • Cloud Campus Committee Convenor (CLCC)- VACANT • Port Macquarie Campus Committee Convenor (PMCC)- VACANT 	<ul style="list-style-type: none"> • Queer Collective Convenor (AQC)- Frey Cooper • Accessibility and Equity Collective Convenor (A&EC)- VACANT • Indigenous Collective Convenor (INCC)- VACANT • Women's Collective Convenor (WCC)-Tyler Bridges • Parents and Carers Collective Convenor (PACCC)- VACANT • University Council Student Representative (UCSR)- Lucas Dowling • Academic Senate Representative (ASR)- Nivya Abraham • Student Accommodation Representative (SAR)- Holly Nicholas
Minute Taker:	<ul style="list-style-type: none"> • UNSA Student Representative Support Manager (SRSM)- Jen Hanson 	

Meeting opens: 5:37pm

1. WELCOME AND APOLOGIES

1.1. ACKNOWLEDGEMENT OF COUNTRY

Chair acknowledges the traditional custodians of this land, the Pambalong clan of the Awabakal people, on whose traditional land this Callaghan Campus of the University of Newcastle is situated and lands that members are zooming in from.

1.2. APOLOGIES

Apology received from Vice-President Welfare & Wellbeing (VPW)- Ruby Walker.

Not present without apologies- Newcastle Campuses Committee Convenor (NCCC)- Sam Cox

1.3. QUORUM

Chair confirms that quorum is established.

1.4. RIGHTS OF AUDIENCE AND DEBATE

Rights of audience and debate granted to UNSA SRSM.

2. CONFLICTS OF INTEREST

The chair calls on the Student Representative Council (SRC) to declare any previously undisclosed conflicts of interest relevant to today’s agenda.

Potential conflict of interest flagged by PSSC and WCC as they are both Opus contributors.

3. CONFIRMATION OF MINUTES FROM THE PREVIOUS MEETING

Motion: Confirmation of previous minutes.

Moved by: Chair

Seconded by: VPEx

In favour: 10

Opposed: 0

Abstain: ASR and SAR.

Motion carried.

4. ACTION ITEMS FROM THE PREVIOUS MEETING

ACTIONS JUNE SRC MEETING	ASSIGNED TO	STATUS
Draft SRC Flying Minutes Policy.	GM, SRSM.	In progress
Create risk assessments procedure for SRC funding proposal events.	GM, SRSM	In progress
Continue researching self-defence class quotes to bring to the next SRC meeting.	2021 VPW	On hold, covid-dependent.

ACTIONS FROM DECEMBER MEETING	ASSIGNED TO	STATUS
Purchase 3 wobble chairs.	GM	On hold until UNSA Sensory Room is complete.
Room Hire Fees For Clubs And Societies: Collaborate on a letter and PowerPoint to present to the University Campus Activation Committee in 2022. Request this item be put on the agenda for the first 2022 Campus Activation meeting. GM to allocate hours for the UNSA assistant skilled in graphic design to finalise PowerPoint slides.	2021 VPEx and 2021 UCSR GM GM	In progress? Complete, on hold until letter and PowerPoint are finalised.
Rosella Street Buy/Swap/Sell platform Reach out to the University IT department to unblock Rosella Street from the firewall settings so students can access the platform while on campus. Set up Rosella Street for UNSA and choose a name for the group.	OE&EO OE&EO	In progress Complete

ACTIONS FROM FEBRUARY MEETING	ASSIGNED TO	STATUS
Move future meetings to SC408 due to technical difficulties in the UNSA zoom room.	SRSM	Complete
Revamp templates for reports, agenda item and funding requests before next meeting (mid-March).	SRSM and Chair	In progress
VPEx and UCSR to meet with GM to discuss preparation for second campus activation meeting of the year. Change action item to in progress	VPEx, UCSR, GM SRSM	In progress
Collective Convenor and SAR Payments Proposal to be added to the Board Agenda 23 rd February.	SRSM, Chair	Complete
Forward any information from 2021 Welfare and Wellbeing action items: picnic rugs, self-defence classes etc. to VPW	Chair	In progress
IWD: Set up meeting around availabilities of WoCo Conv and VPW. VPEd, ISSC, NCCC, PSSC are interested in volunteering at events/activities on the day.	SRSM	Complete

VPW, WoCo Conv, VPED, ISSC, NCCC, and PSSC volunteer for working group.		
Holi: Set up a doodle poll to coordinate shifts from those who are interested in Holi Festival.	SRSM	Cancelled
Harmony Day: Set up a doodle poll to coordinate shifts from those who are interested in Harmony Day.	SRSM, VPED	Complete
Look over committee/senate TOR and record any edits or changes within 2 weeks. Due end of week 2: Friday 4 th March 2022.	All	Complete
SRC Vacancies: Notify SRC when EOIs open for each role. Spread the word on vacancies to interested students.	SRSM All	In progress
Student Musician Directory on the UNSA Website Speak to UNSA GM about the viability of this idea. Then reach out to clubs about what support could be provided by UNSA or the university. Bring feedback to next SRC meeting.	UCSR and VPEx	In progress
Share UNSA's draft strategic plan with SRC. President's letter and Acknowledgement of Country to be added this year.	SRSM	In progress

Chair explains the action items portion of the meeting and asks if there are any questions or points of clarification. No questions from SRC.

5. REPORTS & INTRODUCTIONS

- 5.1. President **not received.**
- 5.2. VP Education
- 5.3. VP Experience and Engagement
- 5.4. VP Welfare and Wellbeing
- 5.5. Postgraduate Students' Senate Convenor
- 5.6. International Students' Senate Convenor
- 5.7. Newcastle Campuses Committee Convenor
- 5.8. Central Coast Campus Committee Convenor
- 5.9. Port Macquarie Campus Committee Convenor VACANT
- 5.10. Sydney Campus Committee Convenor **not received.**
- 5.11. Cloud Campus Committee Convenor VACANT
- 5.12. Queer Collective Convenor
- 5.13. Women's Collective Convenor
- 5.14. Parents & Carers Collective Convenor VACANT
- 5.15. Accessibility & Equity Collective Convenor VACANT
- 5.16. Indigenous Collective Convenor VACANT
- 5.17. Student Accommodation Representative n/a
- 5.18. University Council Student Representative
- 5.19. Academic Senate Student Representative n/a

Chair states they will give an update via email later this week in lieu of a report. Chair invites SRC to introduce themselves, their pronouns, their role. SRC members introduce themselves.

Motion: To accept the reports
 Moved by: Chair
 Seconded by: PSSC
 In favour: 11

Opposed: 0
Abstain: SAR
Motion carried

6. GENERAL BUSINESS & FUNDING REQUESTS

6.1. Food Options on Campus

QCC explains the issue surrounding lack of food options on campus, including lack of options for those with dietary requirements and limited hours of operation. For example, the noodle restaurant and cafes in the Brennan Room, Shortland Hub are all closed now without warning. Last year retailers in the Hunter Building (Aroma, Boost Juice etc.) all closed too. This semester most retailers close at 2pm. Very little options for vegan, gluten free and vegetarian people.

PSSC adds that this is also a huge problem at Ourimbah. CCCC agrees that this is a common issue at multiple campuses. CCCC adds that Ourimbah is down to just one café since the Library café is currently closed). Library café has been closed since semester started and there was no communications or warning about this for students. The sole café on campus gets very busy at lunch time as it is shared between TAFE, UON, and Community College students plus staff. Like Callaghan retailers, the café at Ourimbah campus also closes around 2pm.

UCSR states that the best avenue to address this problem would be to raise it with NUservices. VPEx states they will bring this to the next NUservices board meeting.

6.2. 2022 Pride Week

QCC gives a background on Pride Week, organised annually by the QC and held in late August. QC is hoping for an in-person Pride Week after two years of remote Pride Weeks. QC would like to begin forming the Pride Week working group soon (after mid-semester break) for those who are interested. QCC is especially hoping for ideas from SRC surrounding Pride Week activities at campus locations besides Callaghan.

6.3. International Students Meet Up Event.

ISSC is hoping to organise casual get together (like Our Shout) for international students, specifically those who have moved to Australia at the end of last year or beginning of this year. SRSM advises that it may be easier to run this event with an activity to go along with it such as trivia or bingo. Members discuss the idea and agree that the event would be a great idea to unite international students in person. Members suggest adjusting the proposal to open the event to all international students, not just new international students. Members agree it would be nice for old/new students to mingle and to have a bigger crowd.

ISSC gathered quotes for catering. SRSM to assist ISSC in liaising with BOTH to explore catering options the venue is happy with.

Motion in principle: SRC to endorse the international students meet up event to be held in week 8 or 9.

Moved by: ISSC

Seconded: Chair

In favour: 12

Motion in principle carried.

6.4. UNSA TikTok Account

VPEd explains the proposal for UNSA to create a TikTok account. VPEd lists many benefits of the additional communication channel including better promotion for UNSA services and the ability to better showcase UNSA events. It is also the social platform of choice for most students, as almost 50% of students use TikTok. This could be a shared channel with up to 5 people logged in to the account at once.

Members discuss pros and cons of an UNSA TikTok account. First there is the issue of privacy. UNSA would have to ask students if they are comfortable with being included in content. WCC also raises concern over staff/SRC having capacity to deliver on this idea. UNSA staff are probably not equipped to put much time towards this now. VPEd suggests SRC members create videos on a timeline that works for them e.g., once per month or every 2 weeks. WCC suggests waiting to enact this proposal until semester 2. This will allow UNSA to give more thought and planning to the idea and ensure staff/SRC have enough capacity.

Chair suggests the next step before launch would be to create a committee/working group. This body would then create a policy/procedure document outlining how the content will be produced, who has access to the account, and how security/privacy will be dealt with. Working group membership to include: VPEd, WCC, SRSM, VPEX and Opus Editor (TBC). Chair offers to advise on policy and approvals procedure.

6:28pm ASR leaves meeting. 11 people in the meeting.

Motion in principle: To approve UNSA creating a TikTok account for launch in Sem 2.

Moved by: VPEd

Seconded by: WCCC

In Favour: 11

Motion carried in principle.

6.5. Access to University Software on student computers

NCCC is not present to speak to the item. Chair invites SRC to voice any comments, otherwise it will be tabled for the next meeting.

WCC agrees that this does have an impact on Coms degrees. CCCC agrees that it is hard to find where/how to download software from the university website. PSSC explains that the extra cost comes from expensive software (such as SPSS) and the university will not pay for individual students to access it from their personal computers. Additionally, the software takes up a considerable amount of space which is likely another reason why it is not available on personal computers. This is even the case for PhD students with university laptops.

Chair suggests SRC note this proposal, and for each member to further investigate with their cohort. This item will be tabled for the next meeting when NCCC is present. VPEX also suggests NCCC have a conversation with IT to investigate the scope of this proposal to see what is possible.

6.6. Student Feedback Channels

VPEX explains their proposal on student feedback channels. This has been something that VPEX has been thinking about since last year's student consultation sessions on the university restructure. This is an item to commence discussions broadly. VPEX would like to explore solutions from SRC members on how to approach this without opening the flood gates to feedback and discussions that are not effective or constructive.

UCSR supports the idea of the online form if it requires student number/name (although this would prevent anonymous feedback). Chair agrees that this is a really good idea, and it possibly could be a good way to 'soft-launch' student feedback channels. Members also discuss whether to have another form for students to book appointments with SRC to have drop-in sessions e.g., "*Morning Tea with your SRCs*". For context, last year there was a lot of interest from the College of Human and Social Futures to connect with students in sessions facilitated by UNSA. Assisting the College in facilitating future student feedback sessions could be an effective way to explore student feedback channels more broadly and help the university develop their own. Chair suggests soft-launching student feedback channels for now, consisting of an online form and scheduled drop-in sessions. Pending the success of the soft launch, UNSA could then explore collaboration with the colleges and schools to facilitate a student feedback session once per semester or once per year.

WCCC would like to have the option for anonymous feedback. Chair suggests this is possible however UNSA will have to make it clear to students that if they send through anonymous feedback, UNSA cannot provide them with a response or a meeting. If students would like a meeting, then they will need to include their contact details.

VPEX and Chair agree to work on action items for student feedback channels. These include fleshing out an online form for UNSA website, exploring ideas/avenues for contacting Colleges to facilitate student feedback sessions (if desired) and preparing a proposal to the SRC regarding drop-in student feedback sessions.

6.7. Tertiary Blood Challenge

VPEX gives an overview of the Tertiary Blood Challenge. This event is run by Red Cross Lifeblood each year. *In the Know* student newsletter had a little advertisement about this. VPEX would like us to get involved with this/promote this event to students (Red Cross Lifeblood and Tertiary Blood Challenge). VPEX asks SAR if this has been pushed to student residents? SAR answers that there was a small window for residents to get involved, and it was incentivised by the Residential Colleges to earn points towards a prize (like a house challenge).

To address accessibility, VPEX explains that there is a mobile blood drive bus that can travel to the university campus. There is also a courtesy bus that we could investigate to pick up/drop off those who are interested. CCCC: would be great to organise the bus to come to Ourimbah too. PSSC adds it would be good to incorporate Gosford Campus as well. WCCC: could UNSA provide a prize that students could go into a draw to win if they donate? SRSMS answers that UNSA could potentially provide a food voucher or free coffee voucher TBC.

Motion in principle: SRC to support promotion of, and incentivise involvement in, student blood donation drive.

Moved by: VPEX

Seconded: CCCC

In Favour: 11

Motion in principle carried.

6.8. Ukraine/Lismore Fundraisers

VPEX gives background on an idea to create a student event to raise funds for disasters in Ukraine and Lismore. Student Central staff reached out to UNSA and VPEX to gauge interest in organising a Ukraine fundraiser. VPEX spoke with VPW who suggested a more local cause, the

recent Lismore floods. VPW suggested that local charities may be a better way to make a difference closer to home in Australia. VPEx would need to investigate reputable charitable organisations to reach out to for potential partnership. Members suggest potential partnership with UON musos for a charity gig. VPEd adds that UON Vinnies club is coordinating a clothing drive which UNSA could also contribute to.

Moving forward VPEx will reach back out to Student Central to see what the next steps would be in coordinating a fundraiser gig and what they would need from UNSA/the SRC to execute. VPEd to provide contact details for Vinnies Club to VPEx to contact.

6.9. National Student Safety Survey (NSSS)

Uni Newcastle NSSS results are in the folder. Chair will be having a discussion for SRC members on Friday. This will be the beginning of many conversations (and it is an evolving situation) but UNSA needs to coordinate a response and ensure this is disseminated out to students. This meeting is very optional. This item is only to briefly touch on it now, with a more in-depth discussion on Friday for those who are willing and available.

WCCC adds that members should not feel the need to read these documents at all as they can be quite triggering. If you need to take a break or step away from reading these, there is no shame. WCCC reminds members that there are supports available to through the EAP (includes 6 free, confidential sessions), in addition to University Counselling and Campus Care. WCCC states if you need to speak to someone, you can speak to them.

Chair informs members that the university is putting on a forum Thursday 31st March at 5pm for students to attend in person or on zoom. The university will also have a second forum after mid-semester break. Chair states they will be putting together a specific package of university supports available after the forum.

7. MATTERS FOR NOTING

7.1. SRC Opus Contributions

VPEx gives an overview of expected SRC Opus contributions.

7.2. Update on SRC vacancies:

SRSM welcomes the two new SRC members, SAR and ASR. SRSM gives an update on remaining vacancies: P&CCC, ICC, A&ECC, PMCC, CLCC.

7.3. Update on Collectives recruitment and Convenor elections

SRSM outlines the process underway for recruiting and electing Collective Convenors.

7.4. UNSA X LoveHoney Sponsorship Proposal

SRSM gives an overview of the potential sponsorship with LoveHoney for SHAG Week. More details will be shared when available.

7.5. VPW Items for noting

7.5.1. Therapy dogs – why it would be beneficial, pricing, ask SRC on what they think and steps I can take to gauge student interest further.

7.5.2. Environment collective – why we should have, what it would do, potential it would have steps I can take to see how it would operate how keen students are.

7.5.3. Getting involved with community groups – discuss giving support to community group actions and campaigns, chance to meet with head of hunter workers alliance and may day rally chance to support.

Since VPW was an apology, the above items will be tabled until next meeting.

7.6. City Campus Free Lunch

SRSM is looking for 2-3 Volunteers for each City Campus Free lunch. SRSM will send these out as a doodle poll for SRC to input availabilities.

City Campus Free Lunch Dates Sem 1 2022

Week	Date	SRC Volunteers
Week 5	Thursday 24 th March	SAR, VPEX
Week 7	Thursday 7 th April	
Week 9	Thursday 5 th May	
Week 11	Thursday 19 th May	
Week 12	Thursday 26 th May	
Week 13	Thursday 2 nd June	

7.7. Upcoming Events:

7.7.1. SHAG Week: Monday 9th-Friday 13th May

7.7.2. Clubs Week: Monday 16th-20th May (note **CHANGE OF DATE from UNSA Calendar).**

7.8. Any questions or reminders.

8. MEETING FINALISATION

8.1. Review actions to be taken

ACTION	ASSIGNED TO	STATUS
<p>Food options on campus: Speak with NUservices Board and GM about the limited food options available on campuses (Callaghan and Ourimbah). Explore options regarding gf/vegan/vegetarian options and potential extension of trading hours. Also request more communications to students regarding the closure of food/bev venues on campus.</p>	VPEX	
<p>Pride Week 2022: Email QCC if interested in joining the Pride Week working group. Send any ideas or suggestions to QC. Specifically, ideas for PRIDE celebrations on campuses besides Callaghan. Form the working group after mid-semester break.</p>	All QCC	
<p>International Students Meet Up Event Edit the funding proposal and event approval form to invite all international students to attend, add the incorporation of an activity e.g., trivia or bingo and amend date to week 8 or 9 to allow more time for planning.</p>	ISSC	
<p>UNSA TikTok Account: Form TikTok Committee/working group consisting of VPED, WCC, SRSM, VPEX, and Opus Editor. Chair to help review policy and approvals. Ask Opus Editor if they would be interested in sitting on the committee/working group.</p>	VPEd SRSM	
<p>Access to University Software on Personal Computers: Further investigate this issue with individual cohort. Tabled for the next SRC meeting when NCCC is present. Contact IT to investigate the scope of this proposal to see what is possible.</p>	All SRSM NCCC	
<p>Student Feedback Channels:</p>		

<ol style="list-style-type: none"> 1. Flesh out an online feedback form for UNSA website. 2. Explore ideas/avenues for contacting Colleges to facilitate student feedback sessions (if desired). 3. Prepare a proposal to the SRC regarding drop-in student feedback sessions. 	VPEX & Chair	
<p>Tertiary Blood Drive: Look into the courtesy bus and/or mobile blood drive bus and incentive options. Contact AD Student Wellbeing Stephanie Brookman to ask who would have organised the mobile bus.</p>	VPEX VPEX	
<p>Ukraine/Lismore Fundraiser(s)</p> <ol style="list-style-type: none"> 1. Research reputable charities for students to donate to. 2. Provide contact details for Vinnies club to VPEX. 3. Reach back out to Student Central Staff on what the next steps would be in coordinating a charity gig. 	VPEX VPEd VPEX	
<p>VPW Items for noting: Table these for next meeting.</p>	SRSM	
<p>Volunteers for City Campus Free Lunch: Send out via doodle poll.</p>	SRSM	

8.2. Next meeting: Monday 30th May 5:30-7:30pm in the UNSA Building and via Zoom.

Meeting closes: 7:33pm