

**MONSU CAULFIELD INC**  
**STUDENT COUNCIL 2021**  
**MEETING SC21.5**

Held on Thursday 26th May 2021 at 2:00pm  
Zoom Meeting

**MINUTES**

**PREAMBLE**

**Meeting Opens: 2:03pm**

*MONSU Caulfield acknowledges and pays respect to Elders past, present and emerging of the Boon Wurrung and Wurundjeri peoples of the Kulin nation, the traditional owners of the land on which MONSU Caulfield operates.*

<b>Present:</b>	Anna Purtill, Wenhan Jia, Icho Luo, Alyssa Wheaton, Harvey Gibbs, Bridget Lee, Tiana Schurmann, Wen Xue, Maxi Hunt, Selina Ho, Joey Kay
<b>Apologies:</b>	Candice (proxy to Icho), Wendy (proxy to Anna), Nora (proxy to Anna)
<b>Absent:</b>	Sylvia
<b>Others:</b>	Lyn Nye

**BUSINESS ARISING**

<b>Item</b>	<b>Description</b>		
<b>1</b>	<b>Minutes of Previous Meeting</b>		
	<b>Motion SC21.5.1</b>		
	This Student Council accepts the minutes of SC21.4 as a true and accurate record of proceedings.		
	Moved: Anna Purtill	Seconded: Maxi Hunt	For: All. Against: Carried: Unanimously.

Hannah Cohen entered the meeting at 2:05pm.

## GENERAL BUSINESS

Item	Description		
<b>2</b>	<b>MSA Teaching Awards</b>		
	<p>Preamble:            “Great teaching staff make Monash an incredible place to be. Now is your chance to put your favourite tutor, lecturer or any staff member forward for the annual MSA Teaching Awards, where we recognise the staff that go above and beyond.” There are no MADA nominations yet. Should we put this on our comms?</p>		
	<b>Motion SC 21.5-</b>		
	Moved:	Seconded:	For: Against: Carried:

### Discussion:

Hannah speaks saying she believes it is a good idea. More inclusive of all faculties.

Lyn replies saying as a representative body for Caulfield students, why should they participate in an MSA run event?

Hannah replies, saying this extends to students who are enrolled at Caulfield and believes they should have the right to vote in that.

Anna states that the MONSU Comms team will be engaged in discussion.

Hannah and Maxi agree that we should engage the opinion of the Comms team first.

### Action Items:

Anna will reach out to Charlee Hawkes and the Comms team; specifically Nicole.

Item	Description		
<b>3</b>	<b>Honorarium Over the Holidays</b>		
	<p><b>Preamble:</b>            In recent years, reps have taken 1 week of leave and have then been reimbursed for the other 3 weeks. However, a longer break is an option for reps.</p>		
	<b>Motion SC 21.5-</b>		

	Moved:	Seconded:	For: Against: Carried.
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**Discussion:**

**Sylvia entered the meeting at 2:10pm.**

Anna notes the burnout of a large working semester. Anna puts forward a longer break and to come back rested for semester 2. However, if you opt to work you will need to produce adequate work accordingly.

The week prior to campus must be made available for everyone as it is Monash's O-Fest. The 3 weeks prior is up to the committee.

Hannah asks if this is an individual or a team decision? From Anna's point of view, she wishes for people to take a longer break but it can be an individual decision.

Lyn states that everyone must take 1 week break, however, can opt with Anna for a longer break. Lyn states the importance of mental health, especially in regards to the recent lockdown.

Anna also notes the looming exams may be an influence in this decision.

Wendy asks in regard to off-shore reps noting the different experience of the reps that are off-shore. Anna notes that off-shore reps will also need to let Anna know their decision.

**Action Items:**

Anna will touch base with all the reps in the coming week on their own personal decision regarding the break.

Item	Description		
<b>4</b>	<b>Vice President Co-Opt</b>		
	<b>Preamble:</b>		
	<b>Motion SC 21.5-2</b>		
	This Student Council recognises that the position of vice-president has become vacant pursuant to clause 37.2 of the MONSU Caulfield Constitution. Having received two nominations, this Student Council moves to conduct a secret ballot for the position of Vice President		
	Moved: Hannah Cohen	Seconded: Maxi Hunt	For: All.

			Against: Carried: Unanimously.
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**Discussion:**

The two nominees are: Selina Ho and Julia Jia.

Selina Ho speaks on her qualities and her previous work that would assist her to take on this role.

Anna asks Selina how she intends to bridge the physical gaps with Selina being overseas?

Selina states that she will have the time to devote herself to the role.

Lyn asks Selina if she knows what this role entails? Selina replies that she is willing to learn and understands it will be working with procedures etc.

Julia speaks about what she will bring to the table, specifically referencing the roles she has already played being Welfare Officer and her role on the Summer Exec.

Lyn asks what Julia would do day-to-day in this role?

Julia replies stating that she will attend meetings, maintain day-to-day communications with reps, understand their roles and the issues that arise. She also states she will maintain strong communication with Anna. She states that she will take minutes at meetings.

Anna asks a follow-up question: Would you feel confident going to university meetings and not just the team managerial aspect but broader in the university?

Julia says yes.

Selina and Julia leave the meeting for the ballot to take place.

Anna receives the votes and Lyn confirms the outcome of the vote.

**Action Items:**

Item	Description
5	Vice President Co-Opt
	Preamble:
	Motion SC 21.5-3

At the close of voting, this Student Council moves to declare that Wenhan (Julia) Jia has been elected to the position of Vice-President pursuant to clause 37.6.		
Moved: Wendy	Seconded: Tiana Schurmann	For: All. Against: Carried: Unanimously.

### Discussion:

Anna commends the two nominees and congratulates them for running for the position.

### Action Items:

Item	Description		
6	<b>Welfare Officer now vacant</b>		
	<b>Preamble:</b>		
	<b>Motion SC 21.5-4</b>		
	This Student Council recognises that the position of Welfare Officer has become vacant pursuant to clause 37.2 of the MONSU Caulfield Constitution. Accordingly, this Student Council calls for nominations for the position of Welfare Officer.		
	Moved: Bridy Lee	Seconded: Hannah Cohen	For: All. Against: Carried: Unanimously.

### Discussion

### Action Items:

Anna to prepare nomination forms with Nicole.

Item	Description	
7	<b>Esperanto Team Pays</b>	
	<b>Preamble</b>	The two editors of the magazine, Tiffany Forbes and Dena Tissera, as well as the art director, Marissa Hor, require their honorarium to be passed. Additionally there are printing expenses included in this budget.
	<b>Motion SC 21.5-5</b>	

	This SC moves to approve the 2021 Esperanto budget.	
	Moved: Hannah Cohen	Seconded: Julia Jia For: All. Against: Carried: Unanimously.

**Discussion:**

Anna briefly explains the budgeting of Esperanto.

Lyn brings up the issue of hardcopy issues of the magazine with lack of presence on campus. She brings up budgeting, cheaper to be an online copy.

Hannah questions if they would be hard copies and online.

**Action Items:**

Anna to confirm if there will be physical copies of the magazine this Semester.

Item	Description
8	<b>SGM</b>
	<b>Preamble:</b>
	<b>Motion SC 21.5-6</b>
	This Student Council moves to convene a special general meeting of MONSU Caulfield pursuant to clause 17.1 of the MONSU Caulfield Constitution.
	Moved: Hannah Cohen      Seconded: Bridy Lee For: All. Against: Carried: Unanimously.

**Discussion:**

Anna brings up the discussion from the previous Student Council meeting. Anna states she made a survey with the working group. Anna also spoke with Marcus Spencer in regards to funding as this was a point raised during the last discussion.

Anna explains that the survey has a context for the removal of graduates, and also for the desired inclusion. She states it is the same thing that would be done at an SGM. The survey was not circulated for this reason; students would be informally questioned with the same question that would be stated in the SGM.

Lyn states that the money received in our agreement for Graduates is solely for clubs, not for MONSU.

Anna reiterates, following the conversation with Marcus, the MGA will always exist to represent the graduates, however, given the number of graduates it is important for

them to be represented in a non-graduate space. Anna notes there has been adequate consultations with the student body regarding this topic. The next step is to hold an SGM. It is not necessary to hold a survey prior to the SGM which acts as the survey of student voices.

Julia left the meeting at 2:54pm.

**Action Items:**

Item	Description		
9	Job PNL		
	Preamble: Lyn to speak to this.		
	Motion SC 21.5-x		
	Moved:	Seconded:	For: Against: Carried

**Discussion:**

Lyn will discuss the profit and loss by going through the document.

Lyn states the importance of the document to see our incomes and to see each portfolio broken down. Lyn brings up the effects of COVID in regard to our profit. Lyn states the biggest income is from the MADA faculty, and due to lower student numbers on campus this has impacted this income.

Lyn states the expense has been good overall. Lyn notes that the club expenditure is low and this should be addressed.

Lyn notes that sponsorships are incredibly important, however, will be an issue due to the current circumstances. Lyn states that a Jobkeeper subsidy has been extremely helpful.

Anna asks about the student executive section. Lyn replies that she will look into this section as it may be a data entry issue.

Lyn notes Breakfast Club is under the budget. She is also concerned this underspending trickles into other events, for example, Mid Week Meat.

Maxi speaks on how she spoke to Fintan and Amy about a larger range for Mid Week Meat. Lyn notes that we can diversify our events as we do have a bit of room in the budget.

**Action Items:**

**CONFIDENTIAL BUSINESS**

**OTHER BUSINESS**

Item	Description	
10	<b>Rep Reimbursement Schedule</b>	
	<b>Preamble:</b> Anna puts forward the changing of reimbursement to occur fortnightly rather than monthly.	
	<b>Motion SC 21.5-7</b>	
	This SC moves to change the honorarium and rep reporting cycle to fortnightly.	
Moved: Hannah Cohen	Seconded: Julia Jia	For: All Against: Carried unanimously

**Discussion:**

Lyn notes that monthly reimbursement is to differentiate Reps from Staff. Lyn notes it is not an issue to change it to fortnightly, it is just more work for her. Anna notes that with rep reports coming in monthly, these would need to be altered. Anna believes this is manageable.

Lyn notes a higher level of accountability will need to be enforced with fortnightly payments.

Hannah would welcome the change. Lyn understands this.

Sanitary items update - Hannah

- Hannah had a meeting with the other women's officers (MSA and Peninsula). Libra Period Positivity Project is being implemented at Clayton. They have implemented sanitary products in bathrooms through vending machines. Monash is looking for them to be brought into Clayton, and Hannah would like for this change to come to Caulfield. There is still a discussion around the finances regarding this, if it comes from SSAF fees or elsewhere.
- Lyn notes that the university should pay, not the SSAF fees. Lyn notes that we only get 40% of Caulfield students SSAF and this should be a financial undertaking taken upon the university.
- There is a meeting that will occur soon.
- Hannah also speaks about a potential Women's in Leadership week across campuses. Marketed as a holistic week across campuses. MONSU will still run the events at Caulfield. Nicole notes a solution can be found regarding Comms.

Green team - Maxi



- Maxi will circulate a document from Ming and Charlene. Maxi notes there is a new organisation system for reusable bags. There is also a new cardboard recycling bin, a bin for paper, bin for batteries, bin for bread tags, bin for soft plastics, and for office supplies.
- Maxi speaks on the sustainability team headed by Jenny. This focuses on reducing MONSU's carbon footprint.
- New BBQs, along with more efficient gas cans, as well as biodegradable gloves, all for Mid Week Meat.
- Maxi - There are many Green Teams across campuses and they compete for accreditations - Bronze, Silver and Gold. There is a prize for the most accreditations at the end of the year. This is for the reps to also get involved in.

Item	Description	
11	<b>CISA Affiliation</b>	
	<b>Preamble:</b> Anna proposes that MONSU affiliates with CISA as an opportunity for international student representation and international student representative professional development.	
	<b>Motion SC 21.5-8</b>	
	This Student Council moves to affiliate MONSU Caulfield with the Council of International Students Australia (CISA).	
	Moved: Wendy	Seconded: Julia  For: All Against: Carried unanimously

**Discussion:**

Anna explains that many on our team and across campus are international students. There have been thoughts on how best to represent these students, especially with many being off-campus.

An organisation called CISA (Council of International Students Australia), that is the peak representative body for international students. This is a very important organisation to be affiliated with for us to be fully representative.

Lyn notes this affiliation is not a new thing for MONSU, however, believes it is worthwhile to rebuild that relationship.

Annual affiliation \$440 per calendar year. This will be budgeted.

**PAPERS PROVIDED FOR INFORMATION**

Attachment 1: Unconfirmed minutes of SC21.4

**DATE OF THE NEXT STUDENT COUNCIL MEETING:** Tuesday 29th June 4pm

**MEETING CLOSES: 3:32pm.**

**MONSU CAULFIELD INC**  
**STUDENT COUNCIL 2021**  
**MEETING SC21.4**

**Held on Tuesday 4th May 2021 at 12:00pm**  
**Zoom Meeting**

**MINUTES**

**PREAMBLE**

**Meeting Opens: 12:02pm**

*MONSU Caulfield acknowledges and pays respect to Elders past, present and emerging of the Boon Wurrung and Wurundjeri peoples of the Kulin nation, the traditional owners of the land on which MONSU Caulfield operates.*

<b>Present:</b>	Anna Purtill, Hannah Cohen, Wenhan Jia, Jingyu Chen, Icho Luo, Jiong Ho, Alyssa Wheaton, Harvey Gibbs, Bridget Lee, Tiana Schurmann , Wen Xue, Nan Jiang, Maxi Hunt, Selina Ho
<b>Apologies:</b>	
<b>Absent:</b>	Sylvia Zhang, Riley Fenn,
<b>Others:</b>	Lyn Nye

**BUSINESS ARISING**

<b>Item</b>	<b>Description</b>	
<b>1</b>	<b>Minutes of Previous Meeting</b>	
	<b>Motion SC21.4-1</b>	
	MONSU Student Council accepts the minutes of SC21.3 as a true and accurate record of proceedings.	
	Moved: Hannah Cohen	Seconded: Alyssa Wheaton For: All Against: Carried: Unanimously

## GENERAL BUSINESS

Item	Description		
2	<b>Education Portfolio</b>		
	<b>Preamble:</b> Anna to provide context to Riley's absence. This is confidential.		
	<b>Motion SC 21.4-2</b>		
	The MONSU Student Council resolves to grant a leave of absence to Riley Fenn in her capacity as Education Officer for a period of up to 3 months pursuant to clause 21.9(a) effectively immediately.		
	Moved: Hannah Cohen	Seconded: Harvey Gibbs	For: All Against: Carried: Unanimously

### Discussion:

Lyn asks how to manage and take into account the two roles, as there is a huge amount of work to do and she doesn't want the job quality to be lowered. It is encouraged that Anna talks with Student Right & Support (SR+S) and gets support where necessary.

Hannah states that it is critical to engage with Crew as they can absorb a lot of the more rudimentary and "ground-level" work that is often more time-consuming.

### Action Items:

Item	Description		
3	<b>Inclusion of Graduates</b>		
	<b>Preamble:</b> To discuss the inclusion of graduate students in MONSU Caulfield.		
	<b>Motion SC 21.4-3</b>		
	Moved:	Seconded:	For: Against: Carried.

### Discussion:

Anna speaks to this. Anna has had students, undergraduate and postgraduate, question the limit to graduate involvement. This has come from students of all levels of engagement at Caulfield, from volunteers to club leaders, and even passers-by who saw her putting up MONSU event posters.

Anna highlighted the importance of MONSU being a representative body and voice for all Caulfield students and the necessity to listen to a change in sentiment and evolving desire for representation.

Importantly, Anna believes it is the democratic responsibility of MONSU to listen to student voices, hear their concerns and provide them with a platform to make changes they deem necessary. Hence, she proposed that MONSU holds a Special General Meeting to determine whether students do believe graduates should be directly represented at MONSU.

Lyn speaks to the existing Funding Agreement that MONSU has with the University and how this may be affected. Anna responds stating that we would, of course, make sure that we receive appropriate funding where needed.

**Action Items:**

The Student Council intends to hold a Special General Meeting related to the inclusion of graduates in MONSU Caulfield following consultation of the student body. This is to be revisited at SC21.5

Working group to be led by Anna, Julia, Icho & Harvey.

Item	Description		
<b>4</b>	<b>Rep Reports/Honorariums</b>		
	<b>Preamble:</b> Iris and Riley did not hand their reports in on time.		
	<b>Motion SC 21.4-4</b>		
	The MONSU Student Council approves the rep reports and subsequently releases honorariums for this month with the exceptions being Iris and Riley.		
	Moved: Jingyu Chen	Seconded: Maxi Hunt	For: All Against: Carried. Unanimously

**Discussion:**

Hannah speaks on her rep report from April highlighting the exciting new initiatives that the Women’s Department are organising.

**Action Items:**

*Sylvia Zhang enters the meeting at 12:30pm*

*Selina Ho left at 12:45 pm.*

*Alyssa left at 12:56 pm and gave her vote to Harvey.*

*Maxi Hunt left the meeting at 1:41pm and gave her vote to Hannah.*

**CONFIDENTIAL BUSINESS**

**OTHER BUSINESS**

**PAPERS PROVIDED FOR INFORMATION**

Attachment 1: Unconfirmed minutes of SC21.3

**DATE OF THE NEXT STUDENT COUNCIL MEETING:** Thursday 27th May, 12pm.

**MEETING CLOSES:** 1:44pm