## MONSU CAULFIELD INC STUDENT COUNCIL 2021 MEETING SC21.9

## Held on Monday 14 September at 12pm Zoom Meeting

## **MINUTES**

## PREAMBLE

## Meeting Opens:12:03pm

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.

Present:	Harvey, Selina, Alyssa, Georgia, Anna, Wenhan, Tiana, Maxi, Nora, Icho
Apologies:	Hannah (proxy to Anna), Bridy (proxy to Maxi)
Absent:	Slyvia, Wendy, Joey
Others:	

## **BUSINESS ARISING**

Item	Description			
1	Minutes of Previous Meeting			
	Motion SC21.9-1			
	This Student Council accepts the minutes of SC21.8 as a true and accurate record of proceedings.			
	Moved: Maxi Hunt	Seconded: Georgia Bradica	For: all Against: Carried:Unanimously	

### **GENERAL BUSINESS**

ltem	Description		
2	Resignation of Clubs Officer		
<b>Preamble:</b> Jingyu Chen's resignation letter has been received on the 26th August. The Executive formally accepted this resignation.			
	Motion SC 21.9- 2		
	MONSU Student Council moves by special resolution to fill the Clubs Officer vacancy through the process of the Annual Election.		
	Moved: Georgia Bradica	Seconded: Maxi Hunt	For: all Against: Carried:Unanimously

#### Discussion:

According to the C37.8, "The Student Council must by special resolution determine the procedure for election by filling the vacancy."

Maxi mentioned that there is no point opening up an application process and voting to appoint someone when we will have a successful candidate to fill the position in the next week.

As such, the Student Council concludes that the most appropriate process for filling the vacancy is through the process of the Annual Election.

## **Action Items:**

Item	Description		
3	Resignation of Education Officer		
<b>Preamble:</b> Riley Fenn's resignation letter has been received on the August. The Executive formally accepted this resignation.			
	Motion SC 21.9-3		
	MONSU Student Council moves by special resolution to fill the Education Officer vacancy through the process of the Annual Election.		
	Moved: Maxi Hunt	Seconded: Tiana Schurmann	For: all Against: Carried: Unanimously

#### **Discussion:**

See discussion above. The same conclusion was drawn for the Education Officer position.

#### **Action Items:**

ltem	em Description		
4	Green Team at Monash		
	Preamble:		
	Motion SC 21.9-		
	Moved:	Seconded:	For: Against: Carried.

#### **Discussion:**

Anna spoke to this.

A student voiced their concern with Anna regarding MONSU's "lack of environmentalism". Anna has since passed the feedback onto the Green Team and whilst MONSU is actively working to reduce its impact on the environment and lead the way for MSOs, we recognised that there was work to do by way of communication, transparency and advocacy.

Council then watched a Green Team video of their presentation at a Monash Sustainability Meeting.

This video outlined the different initiatives and programs MONSU is currently undertaking.

Lyn joined the meeting at 12:30pm as an observer.

#### **Action Items:**

Anna circulated Green Team video for reference.

ltem	em Description		
5 Handover preparation			
	Preamble:		
	Motion SC 21.9-		
	Moved:	Seconded:	For: Against: Carried.

#### **Discussion:**

Anna spoke on this. She suggested that the Reps prepare some handover documents so the incoming members of Council can become familiar with their role.

Lyn is currently preparing a presentation on Reps mentoring Crew. Once the new team is elected, they will undertake workshops on communication, governance and general information to develop their understanding of their new role.

### **Action Items:**

Reps to prepare documents for handover.

Item	m Description		
6 Mo		Monash staff recharg	e
	Preamble:		
	Motion SC 21.9-		
	Moved:	Seconded:	For: Against: Carried.

## **Discussion:**

University staff were granted 2 days recharge during mid-term break MONSU staff have been granted a wellness hour each week while in lockdown. The hour they chose r must be noted down in their calendar. E.g. they can use the hour to sleep in, read, play a game, etc. Anything that will make them feel good.

## Action Items:

## **CONFIDENTIAL BUSINESS**

#### **OTHER BUSINESS**

	Student Representative's Honorariums		
	Preamble:	Honorariums to be release being completed.	ed, subject to rep reports
	Motion SC21.9-4 The MONSU Student Council moves to release honorariums for the past fortnight.		
Moved: Georgia Seconded:maxi		For: all Against: Carried: Unanimously	

#### Discussion:

#### Action Items:

Rep report submission has been pushed back 1 day to Monday 5pm and Reps are on notice to improve reports.

• Vice Chancellor's Funding

Professor David Copoov has stated that there are funds left in his budget derived from the Vice Chancellor's Fund

#### PAPERS PROVIDED FOR INFORMATION

Attachment 1: Unconfirmed minutes of SC21.8 Attachment 2: Club's resign letter Attachment 3: Education's resign letter Attachment 4: Rep's honorariums

DATE OF THE NEXT STUDENT COUNCIL MEETING: 12pm, 12th October

MEETING CLOSES: 1:05pm

## MONSU CAULFIELD INC STUDENT COUNCIL 2021 MEETING SC21.8

## Held on Monday 23 August at 5:00pm Zoom Meeting

## **MINUTES**

## PREAMBLE

Meeting Opens: 5:02pm

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.

Present:Anna Purtill, Wenhan Jia, Wendy Xue, Nora, Tiana, Selina, Harvey Maxi, Hannah, Bridy, Icho, Alyssa, Georgia, Sylvia	
Apologies:	
Absent:	Candice, Joey, Riley
Others:	Daniel Stonehouse, Lynette Nye

## **BUSINESS ARISING**

Item	Description		
1	Minutes of Previous Meeting		
	Motion SC21.8-1		
	This Student Council accepts the minutes of SC21.7 as a true and accurate record of proceedings.		
	Moved: Maxi	Seconded:Georgia	For: All Against: Carried unanimously

Alyssa enters at 5:05pm.

#### **GENERAL BUSINESS**

Description		
Annual General Meeting		
the ACNC regulations. T clause 16.1 of the MON	This meeting was originally SU Caulfield Constitution	y held in May pursuant to however quorum was not
Motion SC 21.8-2 MONSU Student Council moves to convene an Annual General Meeting of October 4th at 2pm.		
	the ACNC regulations. To clause 16.1 of the MON reached. The date for the <b>Motion SC 21.8-2</b> MONSU Student Counce October 4th at 2pm.	Annual General Meeti Preamble: MONSU needs to pass its financial re- the ACNC regulations. This meeting was originally clause 16.1 of the MONSU Caulfield Constitution reached. The date for this AGM is to be confirmed Motion SC 21.8-2 MONSU Student Council moves to convene an Ad October 4th at 2pm.

**Discussion:** 

Lyn and Anna agree that holding the AGM after exams allow the Comms team enough time to properly prepare notice and so on.

Julia is unable to make the 10am time slot. Council arrives at the conclusion that 2pm is best.

## **Action Items:**

ltem	Description		
3	Election Regulations		
<b>Preamble:</b> These updated Election Regulations have been MONSU Caulfield Returning Officer.			e been approved by the
Motion SC 21.8-3			
	MONSU Student Council moves to pass the MONSU Caulfield Election Regulations as attached, except 38.1.		
	Moved: Tiana	Seconded: Julia	For: All Against: Carried: Unanimously

### **Discussion:**

Anna notes that her use of "approved" in the preamble is not accurate and states that the RO simply cited these Election Regulations and consulted with her on a couple of changes. Anna also asks for removal of all mentions of 2021 from these minutes in relation to Election Regulations, citing that these are not just for 2021 despite being amended in 2021. The regulations should be utilised each year, not just for the 2021 Election.

Additionally, Anna highlights concerns raised by Daniel Stonehouse regarding their perceived conflict of interest with how 38.1 is drafted. Accordingly, Anna states that while she doesn't share this perception, she suggests rewording this to ensure these concerns are addressed and the sentiment of electoral integrity remains while ensuring it is known that the regulation applies to all past teams and tickets from MONSU elections past. As such, the acceptance of the reworded 38.1 is moved to a new motion below, to be voted on separately.

Daniel asks Council to clarify how harassment will be avoided with the re-introduction of tickets given that previous elections have unfortunately involved on-campus assault, to which he has personally been subject, and students feeling intimidated. Maxi states in response that while this is incredibly unfortunate, she is confident that the decision of past Councils to move voting online will mitigate this entirely. Anna echoes this sentiment.

Alyssa asked whether front page voting for tickets will disadvantage individual candidates. Maxi states that by virtue of students being engaged in the student politics space, voting members will likely have spoken with the candidates they intend on voting for and will therefore understand that there is the option to vote for these candidates. Additionally, Anna stated that although the term is front page voting, we aren't sure what this will look like through an online voting system and all the candidates, belonging to a ticket or not, may actually appear on the same screen. We will confirm this when we can.

Daniel asks about the election timeline and potential disadvantage given that the regulations outline ticket re-registration opening 5 weeks before the election, this date having already passed. Anna states that given there were no tickets last year, this regulation is not relevant to the 2021 election. Instead, only ticket registration is applicable which fits with the timeline.

#### Action Items:

Lyn notes that MSL have not confirmed their ability to accomodate the reintroduction of tickets and ticket-voting and that this must be followed up immediately.

ltem	Description	
4	Election Regulations	
	<b>Preamble:</b> To reflect change in wording. This regulation refers to Preference in Ticket Registration and is not transitional.	
	Motion SC 21.8-4	
	MONSU Student Council moves to amend 38.1 of the Election Regulations to read as follows: A student who ran for election under a ticket or common name	

in any previous MONSU election takes precedence in registering that ticket name for a MONSU election subject to regulation 18.3.			
Moved: Hannah	Seconded: Bridy	Abstain: Alyssa For: All others present Against: Carried.	

#### **Discussion:**

Alyssa asked how voting ballots would be managed so that students who are not women, not queer and not a person of colour don't vote for these positions. Lyn states that these positions are voted on separately to ensure this doesn't happen. Anna states that it will likely look similar to last year, that it is a top priority of MONSU to avoid this happening.

#### **Action Items:**

#### **CONFIDENTIAL BUSINESS**

#### **OTHER BUSINESS**

#### Green Team Competition

Maxi speaks to this. The Green Team is leading an initiative for staff and reps to be working hard on sustainability while at home. This will be a competition whereby those competing log their sustainable behaviour such as using reusable grocery bags or recycling in Basecamp. The winner will receive a sustainable prize such as a keep kup.

Anna commends Maxi for her work in the Green Team.

#### Vaccine Campaign

Anna speaks to this. The Crisis Management Team are working with Comms and Creative to develop an informative campaign letting students know what their vaccination options are. Sylvia, Wendy and Julia will join Anna in determining the options available to our onshore international student cohort.

#### Constitution Updates

Anna states that a student has raised concerns with the University relating to Council's compliance with the Constitution. These concerns were mostly procedural issues such as notice of meetings and availability of documents.

In the process of responding to these, Anna notices that following the Constitution being changed in 2020 there are anomalies between the explanatory memorandum and the approved Constitution of which we now operate.

She will follow this up with Lyn with the view to seek legal advice.

## PAPERS PROVIDED FOR INFORMATION

<u>Attachment 1:</u> Unconfirmed minutes of SC21.7 <u>Attachment 2</u>: MONSU Caulfield Election Regulations

## DATE OF THE NEXT STUDENT COUNCIL MEETING: 14 September, time TBC

MEETING CLOSES: 5:56pm

Dear Vice President,

Please accept this letter as my formal resignation as 2021 Clubs Officer for MONSU Caulfield to become effective as of 26/08/2021.

I want to say thank you for giving me this opportunity and thank you for helping me during this time. The support and concern shown by you and the rest of the team has been deeply appreciated.

My decision is final. I wish all the best for you.

Sincerely,

\_ \_ \_ \_ (Signature) る Name

25th August, 2021

Dear Vice President,

I, Riley Fenn, wish to resign from the position of 2021 Education Officer at MONSU Caulfield. In line with the constitution, this document signifies my formal resignation.

**Riley Fenn** 



Name: Hannah Cohen	Portfolio: Women's
Date: September 12th	Week: 7

Projects		
Completed		
Organised script and run sheet for Women in Leadership Launched The Female Gazette Second 'She Said, She Read' session		
Ongoing		
Instagram initiatives - Divine discussions (editing and assigning) - Notes to self - Brain dump - MADA collaboration (new) - Campaigns for events - Media and book club (working title) Libra period positivity project		
Upcoming		
Semester events <ul> <li>Women in leadership week (week 8)</li> <li>Womens Wellness Week (week 11)</li> <li>International day of the girl</li> <li>Publication of the Female Gazette</li> </ul>		

External Items	
Meetings and Functions Attended:	Notes for Council:
MSA Women in Leadership with Alisha	Supporting Women's MSO events
Met with Zine Team to flesh out roles and set timeline of production	Created a design team, editors team and sent out the pitch form via MONSU comms

Booked Rahel Davies for Women in Leadership panel	Host of the Bitter Sweet Podcast
Emailed panelists to update them with details of the evening for WIL	Sent them disucssion point questions
Check ins daily with Instagram team to ensure posts are organised for @monsu.womens	Divine discussions, Women in Leadership Comms, Zine Launch
Liased with Ming to arrange a webinar link for WIL with E-solutions	Link to be approved by Monday
Edited all Divine Discussions posts	@monsu.womens
Followed up with Brooke Lewis from SISU Society	Chasing up her Divine Discussions
MGA R U OK Day afternoon tea	Discussed Mental Health and Wellbeing with MSO's
Contacted Dimple from The Art of Living to ensure she is available for Week 11	Women's Wellness Week likely to be held online
Attended Women's Department She Said She Read book club and organised the link for the session	
Met with committee member Liat to brainstorm questions for WIL and organise and develop run sheet	

## Internal Items

### Student Engagement & Advocacy

Key Activities:

Upcoming Women in Leadership Event to empower and inspire students with representation of women in leadership

Launched 'The Female Gazette' a Zine by MONSU Women's where Monash Caulfield Women can contribute and express themselves

Meetings and Functions Attended:	Notes for Council:

NA	
NA	

## Action Items

## Action Items for upcoming fortnight:

Reschedule all talent bookings for an online Women's Wellness Week Ensure Women of Colour Divine Discussions is posted for Women's Wellness Week

#### **Previous Actions Items status:**

Contact and confirm all activities for Women's Wellness Week Depending on lockdown, plan a contingency for the week

Goals		
	Previous fortnight	Upcoming fortnight
Goal	Finalise plans with SISU society Deliver engaging online content while in lockdown	Focus energy on producing the Zine according to timeline's deadlins
How did/can you try to achieve this?	<ol> <li>meet again with Brooke</li> <li>Schedule more regular instagram meetings</li> </ol>	<ol> <li>promote pitch form</li> <li>regular meetings with editorial and design team</li> </ol>

How can I assist MONSU to improve?

Online engagement during lockdown.

Name: Harvey Gibbs	Portfolio: Queer
Date: 15/09/21	Week: 7

Projects
Completed
-
Ongoing
Transgender name change form and protocol at Monash Queer Week: Altering it to an online context.
Upcoming

External Items	
Meetings and Functions Attended:	Notes for Council:
Call with Amie re. Trivia Night	Moving the date to coincide with the Movie Night

## Internal Items

## Student Engagement & Advocacy

Key Activities:

Planning Queer Week in an online capacity – a Trivia night and Zoom Industry Panel.

Organising the Panel speakers – Jacob, Sally, and Nat.

Notes for Council:

Action Items
Action Items for upcoming fortnight:
Host the Industry Panel and the Trivia Night
Promote both the Panel and Trivia.
Previous Actions Items status:
Previous action items are still ongoing.

	Goals	
	Previous fortnight	Upcoming fortnight
Goal	Queer Week in an online capacity.	Host the Queer Week events
How did/can you try to achieve this?	Cement the panelists and Organise the trivia questions.	Final prep for the events.

How can I assist MONSU to improve?

Name: ziyi luo (icho)	Portfolio: activities
Date: 29/8/2021	Week:7

Projects
Completed
MONSU/MBus Suzhou Social Event
Ongoing
MWM (every Wednesday)
Upcoming
Thinking about what should we do for stress less week (online)

	External Items
Meetings and Functions Attended:	Notes for Council:
Accredited mental health first aid training (in mandarin)	

Internal Items
Student Engagement & Advocacy
Key Activities: MWM every Wednesday
MONSU/MBus Suzhou Social Event
Stress less week
Trivia Night

Meetings and Functions Attended:	Notes for Council:

Action Items
Action Items for upcoming fortnight:
Prepare for online events
Previous Actions Items status:

	Goals	
	Previous fortnight	Upcoming fortnight
Goal	MWM	Contribute for online event
How did/can you try to achieve this?	All done	Contact students online and shar information about our evetns

How can I assist MONSU to improve?

Contact students online, try to think some online activities which can replace the original offline social, share our information for more Chinese students and let them join online

Name: Wenhan Jia	Portfolio: Vice President
Date: 12/92021	Week:7

Projects
Completed
MONSU/MBUS Shanghai Social Event
Ongoing
MONSU/MBUS Shanghai Event Payment issues and gifts
Upcoming
2022 Orientation/events MONSU/MCDT postponed charities drive

External Items	
Meetings and Functions Attended:	Notes for Council:

## Internal Items

### Student Engagement & Advocacy

Key Activities: Taking minutes and set up agenda to make sure all the things we discussed in the meeting is available to students

Looking forward to getting more sponsorships in to provide discount to students

MONSU/MBUS payment tracking

Talk to students and reflect their ideas into the council

Meetings and Functions Attended:	Notes for Council:
On a phone call with amie on the Shanghai's payment	Due to some reasons, the payment has not been hit venue's bank account, in that case Nora can't get her deposit back yet. Besides that, we don't know how much the venue will paid back to us, in that case, e- voucher hasn't been set up and give to students
SC Executive	

ļ	Action Items
Action Items for upcoming fortnight:	

Talk to students and gain feedback from them on what kind of activities they want to see during lock down Getting more activities and bigger orientation week next year

## Previous Actions Items status:

All done

Goals		
	Previous fortnight	Upcoming fortnight
Goal	Done	Organize more event
How did/can you try to achieve this?	All done	Talk to students and catch-up with reps in different portfolio

How can I assist MONSU to improve?

Name: Maxi Hunt	Portfolio: Activities
Date: 12/09/21	Week: Week seven

Projects	
Completed	
Monash/Suzhou collab event Permanent postponement of Lunafest Cancelling of o-fest	
Ongoing	
Online delivery of MWM Re-organization of clubs carnival in online format Discussions about stress less week Logistics of diversity and inlcusion week online	
Upcoming	
Stress-Less Week Queer online events (trivia) Clubs carnival online	

External Items	
Meetings and Functions Attended:	Notes for Council:
Meeting with Dana from Monash Sport	Discussing how we can get MONSU and members more engaged in spots on campus and using facilities

Internal Items

## Student Engagement & Advocacy

Key Activities:

Keeping students in touch with uni activities in an online format

Reaching students through social pages

Meetings and Functions Attended:	Notes for Council:
Student Council Exec	Passing honorariums, budget talk
Student Council	General business

Action Items	
Action Items for upcoming fortnight:	
Organizing of stress-less week in an online format Establishing giveaways for stress less week	
Previous Actions Items status: Completed APC sessions Contingency planning for activities is ongoing	

Goals		
	Previous fortnight	Upcoming fortnight
Goal	Keeping up engagement online for initiatives	Organizing the delivery of stress less week online
How did/can you try to achieve this?	Dissemination of online MWM for vouchers and Tracks on Tuesday playlist promotion	Attending meetings with team, brainstorming prize ideas, deciding on what can be delivered online

How can I assist MONSU to improve?

Name: Alyssa Wheaton	Portfolio: Queer
Date: 12/09/2021	Week: September 1 (30/08/2021- 12/09/2021)

## Projects

What projects did you contribute to? On Basecamp and otherwise.

Queer Week - S2 2021

External Items	
Emails Received/Action items	Outcome
N/A	N/A

Meetings and Functions Attended:	Notes for Council:

Internal Items

#### Student Engagement

Key Activities: (What have you done to engage with students?)

As there have been no physical events I have been monitoring the private queer group. I posted a resource on how to change your pronouns on zoom

Student Advocacy

Key Activities: (What have you done to support students?)

Monitored communication channels to learn of any issues within the queer community. I also undertook the Queer 101 training early in the month, to better educate myself on queer terminology.

Meetings and Functions Attended:	Notes for Council:
N/A	

Act	ion Items	
Acti	ion Items for upcoming weeks:	
	Grow the private Queer Facebook Group as well as attendance of Queer events. Complete questions for trivia night.	
-	Previous Actions Items Status: 1. Ongoing.	

## Goals

Goal for previous fortnight: Finalise details for Queer Trivia.

How did you try and achieve this?

- 1. Drafted some questions.
- 2. Choose an online platform to conduct the trivia over.

Goal for next fortnight: Focus on growing the queer Facebook group.

How can I try and achieve this? 1. Invite new members

- 2. Share the link in MQD.

#### How can I assist MONSU to improve?

By learning from and listening to students.

Name: Anna	Portfolio: President
Date: September 12	Week: Week 7

Projects
Completed
O Fest (cancelled on campus) APC Hearings ASN Full Extension Campaign
Ongoing
Student privacy concerns with assessment platforms MONSU Review MONSU Women's Lounge
Upcoming
Campus Tour: CFO and Senior Vice President Stress Less Week

External Items	
Meetings and Functions Attended:	Notes for Council:
Assessment and Examination Sub-Committee	
Student Safety Forum Meeting 1	This was a great introduction to the Student Safety Forums which will play an important role in opening up the discussion of all students' safety and welfare.
Student Experience Committee Meeting 03	The MSOs shared their respective projects and plans for the rest of the semester although there was a collective sadness given everyone's understanding that we likely won't make it back on campus this semester.
Vice-Chancellor's Teaching Awards - Panel Meeting (Citations and Innovation)	I sat on this panel as a student representative and was able to share my insight and provide feedback on the applications from a student's perspective.
Student Reps x NTEU Discussion	The MSO Presidents and student representatives of the Academic Board met with the NTEU representatives who sit on Academic Board to discuss the proposed reinstatement of the SFR provision of the Academic Safety net.

MGA RUOK Afternoon Tea	MGA President, Caitlyn Neale, invited MONSU student representatives to come together for RUOK Day. This was a great opportunity to shed light on mental health concerns and to check in with one another.
The Campus Bookstore Board Meeting (monthly)	

## Internal Items

## Student Engagement & Advocacy

Key Activities:

### Academic Safety Net Campaign

Alongside the MSO Presidents and the Academic Board student representatives, MONSU has been running a campaign to lobby for the reinstatement of the Satisfied Faculty Requirement (SFR) provision of the Academic Safety Net. The want and very real need to have this element of the compassionate grading policy reintroduced was felt across the campuses and the world. The global issues facing our students are still impacting study and mental health. As such, we worked together to contact all Academic Board members and tell them what students are telling us; that they still need SFR. We are excited to say that the Board listened and SFR will return for Semester 2 and associated teaching periods.

#### General Engagement

The past month has been a struggle with the new lockdown. Finding motivation is incredibly difficult however I know that for students, the lack of social life and engagement is taking its toll. I have been trying to maintain strong club engagement through meetings and discussions with Executives about plans and ideas for the remainder of Semester 2 and the coming year. As I come to the end of my tenure, I will be passing on this valuable information to the next team. Additionally, I have been working to engage with students on online platforms such as Facebook to ensure they have awareness of MONSU and the services we provide.

Meetings and Functions Attended:	Notes for Council:
Crisis Management Team Meeting (weekly)	Updates as sent via email.
MONSU Student Council Executive	N/A
President x GM Catch Up	
Meeting with Amie and James Yardis	Discussions of how to support our international student cohort, and how to further bridge the gap in student experience for those offshore.

## Action Items

Action Items for upcoming fortnight: Circulate Shanghai event report

Send this to relevant stakeholders upon its completion.

## **Previous Actions Items status:**

*Fill out Vice Chancellor Teaching Awards rating sheet.* This is completed and the panel met to discuss.

	Goals	
	Previous fortnight	Upcoming fortnight
Goal	Make tangible progress towards an outcome of the SFR provision of the ASN.	Meet with the new President!
How did/can you try to achieve this?	I read this edition last week and am super excited for students to see it!	Organise a catch up following the election.

## How can I assist MONSU to improve?

Improve communication with reps to ensure all changes and updates to semester plans are known.