

MONSU CAULFIELD INC
STUDENT COUNCIL EXECUTIVE 2021
MEETING SCE 21.14

Held on 5th of October at 9:00am
 Zoom Meeting

Agenda

PREAMBLE

Meeting Opens: 9:06am

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:	Wenhan Jia, Anna Purtill, Georgia Bradica, Maxi Hunt
Apologies:	
Absent:	
Others:	Lyn Nye

BUSINESS ARISING

Item	Description		
1	Minutes of Previous Meeting		
	Motion SCE21.14-1		
	MONSU Student Council Executive accepts the minutes of SCE 21.13 as a true and accurate record of proceedings.		
	Moved: Maxi	Seconded: Georgia	For: All Against: Carried: Unanimously

GENERAL BUSINESS

Item	Description		
2	Rep Reports		
	Preamble:	Rep Reports for noting.	
	Motion SCE 21.14-		
	Moved:	Seconded:	For: Against: Carried:

Discussion: Anna stated that the reports have improved from the last fortnight and representatives seem to be doing what they can given the circumstances (i.e. lockdown). Alyssa, Julia and Harvey did well to include notes for Council in their reports.

Action Items: Next discussion to occur at council as a follow up.

3	Club Funding		
	Preamble:	Lyn speaks to this. We know COVID has significantly affected our clubs over the past two years, so we want them to have a great start to 2022 and sustained funding throughout the year.	
	Motion SCE 21.14-2		
	The MONSU Student Council Executive approves the allocation of \$200,000 to clubs accounts for 2022.		
	Moved: Maxi	Seconded: Georgia	For: All Against: Carried: Unanimously

Discussion: We are hoping to increase funding for clubs. MONSU is about to receive SSAF funding. Lyn proposes that the money be moved into the clubs account.

Action Items: Money to be allocated accordingly.

Item	Description		
4	October training for new reps		
	Preamble:	Lyn spoke to this. She wants to do a basic workshop for the new reps ran by Gary Ryan, the consultant assisting MONSU with its strategic plan.	
	Motion SCE 21.14-		

	The MONSU Student Council Executive moves to		
	Moved:	Seconded:	For: Against: Carried:

Discussion: October training will involve problem solving, communication, teamwork, and a basic welcome. Anna wants it to go hand in hand with the full induction. Discussion regarding LGBT ally training occurs.

Action Items: Discuss Ally Training for Clubs and Reps at council with Queer Officers present.

Item	Description		
5	Induction for representatives discussion		
	Preamble:	Lyn spoke on that	
	Motion SCE 21.14-		
	The MONSU Student Council Executive moves to		
	Moved:	Seconded:	For: Against: Carried:

Discussion: Lyn states that the induction will be run in February. Anna and Maxi both think that reps should be inducted earlier than February. Lyn acknowledges that there were gaps with induction this year so she wants it to be improved on for the newly elected representatives.

Action Items: Induction will also be discussed during the Summer executive period.

**CONFIDENTIAL BUSINESS
OTHER BUSINESS**

Summer Executive to be discussed at Student Council.

PAPERS PROVIDED FOR INFORMATION

1. Unconfirmed Minutes of SCE 21.13
2. Rep reports

DATE OF THE NEXT EXECUTIVE MEETING: Tuesday 12th October 1:30pm
MEETING CLOSSES: 9:49am

MONSU CAULFIELD INC
STUDENT COUNCIL EXECUTIVE 2021
MEETING SCE 21.13

Held on 14th of September at 9:00am
Zoom Meeting

Agenda

PREAMBLE

Meeting Opens: 9:03am

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, Georgia Bradica, Wenhan Jia, Maxi Hunt
Apologies:	
Absent:	
Others:	

BUSINESS ARISING

Item	Description		
1	Minutes of Previous Meeting		
	Motion SCE21.13-1		
	MONSU Student Council Executive accepts the minutes of SCE21.12 as a true and accurate record of proceedings.		
	Moved: Georgia	Seconded: Wenhan	For: All Against: Carried: Unanimously

GENERAL BUSINESS

Item	Description		
2	Student representative's Honorariums		
	Preamble:	Honorariums to be released, subject to rep reports being completed	
	Motion SCE 21.13-		
	The MONSU Student Council Executive moves to release honorariums for the past fortnight.		
	Moved:	Seconded:	For: Against: Carried:

Discussion:

Anna spoke on that. Most of the reports are quite light, and clearly they do not meet the 12 hours requirements each week. Whether or not this fortnight's honorariums should be released will depend on the discussion that happened in student council.

Action Items:

To be discussed on student council

Maxi Joined at 9:06am

CONFIDENTIAL BUSINESS

OTHER BUSINESS

1. Welfare update

-Mental health first aid training (going pretty well)

-SR&S department is currently organising an online pantry to support students. Includes:

Give out \$50 and \$100 Coles vouchers to students who stand out in the Instagram contest.

PAPERS PROVIDED FOR INFORMATION

1. Unconfirmed Minutes of SCE 21.12
2. Rep reports

DATE OF THE NEXT EXECUTIVE MEETING: 5th October 9:00 am
MEETING CLOSES: 9:18am

MONSU Caulfield Student Representative Report 2021

Name: Anna	Portfolio: President
Date: September 27	Week: Mid Sem break

Projects
Completed
Ongoing
Student privacy concerns with assessment platforms MONSU Review MONSU Women's Lounge Presidential Handover
Upcoming
Campus Tour: CFO and Senior Vice President Stress Less Week Clubs Carnival Peer Mentoring

External Items	
Meetings and Functions Attended:	Notes for Council:
Student Academic Progress Advisory Group	
Clubs Advisory Forum Meeting 3	
MONSU Caulfield x David Copolov	
SFR Discussion with Kris Ryan, Sharon Pickering & Rob Brooks	The MSO Presidents were consulted on the changes being introduced to the SFR provision as its reinstatement has been approved. These have since been announced to the student body.
Meeting with Belle Houlihan	Belle Houlihan is the Monash Caulfield student representative for Red Bull. She has asked if MONSU would be interested in an initiative for student innovation.
Kris Ryan x Alice Peddle: Outreach to Offshore Students	We discussed MONSU's recent Shanghai event and how we could all work together to provide more student experience opportunities for our offshore cohort.

Internal Items

Student Engagement & Advocacy

Key Activities:

Peer Mentoring

When meeting with Professor Copolov for our monthly catch up, we discussed the struggles of international students and their studies, especially those who are offshore. I explained our idea to develop a “study buddy” program at Caulfield campus whereby students have a peer who is currently completing or has already completed a unit. This program is aimed to do more than tutor students, it aims to connect students so they can make friends in an academic space. I believe this is an important offering for MONSU to provide as we are well-rehearsed in student experience and connectedness, and have great engagement even while operating online. In my opinion, there is space for this as the current Monash offerings are perhaps not focused enough on the friendship aspect of mentoring.

Professor Copolov suggested contacting Kate Duyvestyn to provide her with feedback about our discussion and to gain some insight from her regarding current faculty peer-mentoring, and if there are any perceived gaps in the programs.

As a result, the MSO Presidents will be meeting to discuss this matter further before speaking to Kate.

MONSU Queer Trivia

MONSU Queer held a Trivia Night for queer students and allies. It was so much fun to attend and engage with members of the queer community, and to discuss queer culture and community. The night went really well and was a testament to the community that Harvey and Alyssa have built.

Meetings and Functions Attended:	Notes for Council:
Crisis Management Team Meeting (weekly)	Updates as sent via email.
MONSU Student Council Executive	N/A
MONSU Student Council	
2022 Orientation/Events Planning Meeting	

Action Items

Action Items for upcoming fortnight:
Reach out to members of the new Student Council regarding the MONSU Summer Executive.
Previous Actions Items status: Not completed
<i>Circulate Shanghai event report</i> Waiting for the branding to be completed.

Goals		
	Previous fortnight	Upcoming fortnight
Goal	Meet with the new President!	CAF Minutes uploaded on Basecamp
How did/can you try to achieve this?	Maxi and I are lucky to have an existing relationship. We have however met and will continue to meet regularly to ensure the handover and transition are smooth.	Finalise these minutes

How can I assist MONSU to improve?

Assist with streamlining of O Fest planning to ensure we are well-positioned to finalise things

MONSU Caulfield Student Representative Report 2021

Name: Harvey Gibbs	Portfolio: Queer
Date: 27/09/21	Week: 9

Projects
Completed
Queer Week <ul style="list-style-type: none"> - Queer Industry Panel - Queer Trivia - Queer Movie Night
Ongoing
-
Upcoming
Final queer event for the year. Changeover of queer reps.

External Items	
Meetings and Functions Attended:	Notes for Council:
Calls with Fintan:	<ol style="list-style-type: none"> 1. To discuss the logistics and running of the queer Industry Panel and Queer Trivia night. 2. To discuss the uber eats vouchers to be given out during the event (timing for half an hour into the event to ensure participants don't leave too early) 3. Discussion on questions and question order. 4. The running of the event
Correspondence with Amie:	<ol style="list-style-type: none"> 1. Regarding the prizes, uber eats gift vouchers, and gifts for the hosts of queer industry panel. 2. Regarding the uber eats vouchers for the queer trivia night.

	<ol style="list-style-type: none"> 3. Regarding the questions/structure of both events.
Meetings with Alyssa (3 throughout the week):	<ol style="list-style-type: none"> 1. To ensure we knew the structure and hosting requirements of queer Industry Panel. 2. To final the questions for the queer Industry Panel. 3. Decide on a theme for the queer trivia. 4. To cement a format for the queer trivia and to write questions for this.
Call with Kris (NRC):	<ol style="list-style-type: none"> 1. To discuss hosting option at the queer movie night. A host was found, and I was encouraged to come and assist with discussion throughout the zoom.
Queer Industry Panel:	<ol style="list-style-type: none"> 1. Host the queer industry panel by: <ul style="list-style-type: none"> - Welcome to Country - Introducing the speakers. - Asking them pre-written questions + follow-ups if necessary. - Concluding the evening. 2. Writing the questions to be asked to the panelists. 3. Corresponding with panelists prior to ensure they have been prepped for the event. 4. Ensure uber eats vouchers were going out to the participants. 5. Run the Q&A.
Queer Trivia:	<ol style="list-style-type: none"> 1. Host the queer trivia: <ul style="list-style-type: none"> - Introduce the night and how the game Jeopardy would work. - Separate participants into teams. - Ask the questions. - Interject with comments/hints to ensure fun discussion and commentary. - Time keeping. - Conclude the evening and congratulate the winners. 2. Writing the trivia questions. 3. Setting up the online jeopardy game. 4. Ensure Uber Eats vouchers were going out to the participants.
Queer Movie Night:	<ol style="list-style-type: none"> 1. Attend the queer movie night ran by NRC (promoted by MONSU). 2. Facilitate discussion in the Q&A portion.

Internal Items

Student Engagement & Advocacy

Key Activities:

Final preparation for queer week (in an online capacity).

- Writing questions for the panel.
- Writing questions for the trivia and setting up the online jeopardy game.

Attending and hosting 2 queer week events, and solely attending the final event.

Correspondence with all stakeholders regarding the events, including:

- Amie
- Fintan
- Kris (NRC)
- The panelists (Sally, Jacob, and Nat)
- The participants (notably the winners of the trivia).

Meetings and Functions Attended:	Notes for Council:
-	-

Action Items

Action Items for upcoming fortnight:

Begin to plan the Queer Rep 2021 Goodbye event, most likely to be a trivia/game over zoom.

Continue student reach-out and engagement.

Begin preparing documents for changeover.

Reach out to new queer reps to congratulate and welcome them to their role.

Previous Actions Items status:

Queer Week was a success with strong engagement and enjoyment.

Goals		
	Previous fortnight	Upcoming fortnight
Goal	Queer Week.	Organise the upcoming final queer event for the year.
How did/can you try to achieve this?	As outlined above, the final prepping for the events and the hosting ensured the events had strong engagement and enjoyment.	Discussion with Alyssa regarding the capacity, scale, and structure of such an event. Discussion over date and time of event.

How can I assist MONSU to improve?

I can always assist MONSU to improve by always being present and asking what needs to be done. I will always put my hand up to volunteer to assist the team to ensure MONSU is always moving forward and prospering. I will continue my efforts with students to promote and be a representative and advocate for MONSU.

MONSU Caulfield Student Representative Report 2021

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	

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?

MONSU Caulfield Student Representative Report 2021

Name: Maxi Hunt	Portfolio: Activities
Date: 27/09/21	Week: Mid-sem break (end of week nine)

Projects
Completed
Monash/Suzhou collab event Permanent postponement of Lunafest Cancelling of o-fest Diversity and inclusion week Queer Trivia Women in leadership panel
Ongoing
Online delivery of MWM Re-organization of clubs carnival in online format Discussions about stress less week
Upcoming
Stress-Less Week Clubs carnival online Semester 1 2022 planning for O-fest

External Items	
Meetings and Functions Attended:	Notes for Council:
Green Team Meeting	Discussion of sustainability plan and GT reps challenge

Internal Items
Student Engagement & Advocacy
Key Activities:
Running of online events for diversity and inclusion week like queer trivia to keep students engaged Keeping up student engagement through an online format and social media

Meetings and Functions Attended:	Notes for Council:
2022 Orientation/ Events Planning Meeting	Discussion of upcoming plans for next year
SC21.9	General business and discussion of appointment of education and clubs officer

Action Items
Action Items for upcoming fortnight:
Starting planning for orientation in 2022 Establishing what activities for o week can be done in an online format
Previous Actions Items status: Organizing of stress less week still in progress Finalization of giveaways in process

Goals		
	Previous fortnight	Upcoming fortnight
Goal	Organizing the delivery of stress less week online	Establishing plans for early 2022
How did/can you try to achieve this?	Attended meetings with team, brainstormed prize ideas,	Attending upcoming meetings with events team, Brainstorming for

	deciding on what can be delivered online (all still in progress)	activity ideas, keeping up with progress on basecamp
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How can I assist MONSU to improve?

MONSU Caulfield Student Representative Report 2021

Name: Hannah Cohen	Portfolio: Women's
Date: 27 th of Sept	Week: midsem

Projects	
Completed	
Women in Leadership Panel	
Ongoing	
Instagram initiatives <ul style="list-style-type: none">- Divine discussions (editing and assigning)- Notes to self- Brain dump- MADA collaboration (new)- Campaigns for events- Media and book club (working title)- Sisters in Sound	
Libra period positivity project	
Upcoming	
Semester events <ul style="list-style-type: none">- Womens Wellness Week (week 6)	

External Items	
Meetings and Functions Attended:	Notes for Council:
Hosted Women in Leadership Event	
Met with Amie and Fintan to discuss Womens Wellness Week	

Called and booked Pilates instructor for women's wellness week	
Met with Female Gazette team to finalize any details for the pitch form	
Attended MSA Women's Abbie Chatfield event	Supporting women's events at Monash
Organised upcoming meeting with Allira Potter to discuss her workshop	
Edited Divine discussions posts to be posted in the coming weeks	
Organised thank you vouchers for all guests at Women in Leadership	

Internal Items	
Student Engagement & Advocacy	
Key Activities:	
Replied to all students who pitched to the Female Gazette and uploaded their work to our drive	
Hosted the Women in Leadership Panel	

Meetings and Functions Attended:	Notes for Council:
Orientation Events Meeting	
NA	

Action Items	
Action Items for upcoming fortnight:	
<ul style="list-style-type: none"> - Ensure comms are ready to post next week for the lead up to Women's Wellness Week - Make sure online content is ready for the last few weeks of semester - Have all pitches submitted and finalised for Female Gazette 	

Previous Actions Items status:

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

Goals

	Previous fortnight	Upcoming fortnight
Goal	Focus energy on producing the Zine according to timeline's deadlines	Have locked in all planned events for women's wellness week
How did/can you try to achieve this?	<ol style="list-style-type: none">1. promote pitch form2. regular meetings with editorial and design team	<ol style="list-style-type: none">1. check in with all talent2. meet with comms and Fintan

How can I assist MONSU to improve?

Helping to implement engaging online spaces that have enough longevity to carry through into next year

MONSU Caulfield Student Representative Report 2021

Name: Alyssa Wheaton	Portfolio: Queer
Date: 27/09/2021	Week: September 2 (13/09/2021-27/09/2021)

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:

LGBTIA Ally Training (18/09/2021)

This was an extremely informative session, and I would urge those who have not yet completed it to do so.

Internal Items**Student Engagement**

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

We had the Queer Panel and Queer Trivia, I have also been monitoring the private facebook group.

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 Ally training, to better educate myself on being a good LGBTQIA+ Ally.

Meetings and Functions Attended:	Notes for Council:
SC21.9 (14/09/2021)	
2022 Orientation/Events Planning Meeting (14/09/2021)	
Queer Industry Panel (14/09/2021)	The panel ran smoothly, everyone was extremely engaged which was amazing.
Queer Trivia Night (16/09/2021)	Trivia had a good turn out and I got positive feedback for a bunch of the attendees.

Action Items**Action Items for upcoming weeks:**

1. Grow the private Queer Facebook Group as well as attendance of Queer events.
2. Organise another queer event.

Previous Actions Items Status:

1. I have invited many of those who attended the queer events to join the Facebook group (this is ongoing).
2. Completed.

Goals

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

How did you try and achieve this?

1. Invite new members

Goal for next fortnight: Organise another queer event.

How can I try and achieve this?

1. Talk to Harvey, Fintan and Amie
2. Come up with an event outline.

How can I assist MONSU to improve?

By learning from and listening to students.

MONSU Caulfield Student Representative Report 2021

Name: ziyi luo (icho)	Portfolio: activities
Date: 27/9/2021	Week:9

Projects	
Completed	
MONSU/MBus Suzhou Social Event Cancelling of O fest	
Ongoing	
Stress less week MONSU/MBus Suzhou Social Event payment issue	
Upcoming	
2022 orientation / events	

External Items	
Meetings and Functions Attended:	Notes for Council:

Internal Items
Student Engagement & Advocacy
Key Activities:
More contact with Chinese students online
Talk with students and collect their ideas

Meetings and Functions Attended:	Notes for Council:
SC 21.9	

Action Items
Action Items for upcoming fortnight:
Talking with students online (major of them all Chinese and in China) get the idea about how they feel about Suzhou events and what kind of activities they want to join
Previous Actions Items status:
All done

Goals		
	Previous fortnight	Upcoming fortnight
Goal	Participate more	Contribute for online events
How did/can you try to achieve this?	Brainstorming ideas and participate in events	Contact students online

How can I assist MONSU to improve?

Contact Chinese students online and encourage them to participate in our online events

MONSU Caulfield Student Representative Report 2021

Name: Georgia Bradica	Portfolio: Welfare
Date: 26/09/21	Week: 8 and 9

Projects	
Completed	
Adjourned APC	
Ongoing	
Breakfast Club online	
Upcoming	
Stress Less Week Orientation 2022 Planning Welfare/Student Rights Competition	

External Items	
Meetings and Functions Attended:	Notes for Council:

Internal Items	
Student Engagement & Advocacy	
Key Activities:	
Adjourned APC Hearing as Student Representative	

Meetings and Functions Attended:	Notes for Council:
SC Executive	
SC 21.9	
2022 Orientation/Events Planning	Meeting with other reps, Fintan, Nicole, Amie and Ming. Another meeting scheduled in next two weeks
Welfare Initiative	Met with Mawa and Nicole to discuss an initiative which will involve myself and student rights. It is a competition to win Coles gift cards from The Pantry.
Welfare Budget Meeting	Will occur tomorrow (27th Sept). Organised a meeting with Fintan as there is a bit of money in the welfare/bc budget which I would like to spend.

Action Items	
Action Items for upcoming fortnight:	
Coming up with ideas to discuss with Fintan at our meeting Sort out Welfare competition with Nicole (choosing content to publish)	
Previous Actions Items status:	
n/a	

Goals		
	Previous fortnight	Upcoming fortnight
Goal	Coming up with more welfare related initiatives that would be effective online	Improve student engagement with MONSU
How did/can you try to achieve this?	This goal was from a month ago, so I'll address it here as I did not	Through the competition on Instagram with Mawa and Jenny,

	complete my rep report on time last week. We conducted the R U OK? Day event online but only 3 people attended. Hoping to come up with more ideas.	coming up with ideas with Fintan for more welfare related ideas
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How can I assist MONSU to improve?

Keep chatting to students to gauge their welfare related needs, engage more with other reps online.