



## MINUTES

of the 10<sup>th</sup> meeting of the 87<sup>th</sup> Executive Committee, held in the Gosper Room, SRC Offices, on 27<sup>th</sup> May 2015.

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**PRESENT:** Kyol Blakeney (Chair), Daniel Ergas\*, Max Hall^, Chiara Angeloni^, Laura Webster, Subeta Vimalarajah, Georgia Kriz, Alison Xiao.

Apologies: Christopher Donovan, Madison Mclvor\*

In attendance: Alison arrived at 1:09

Minutes: Julia Robins

Meeting Opened: 1:05

\*^Joint position holders, counted together towards quorum.

### **1. Acknowledgement of Country**

The University of Sydney Students Representative Council acknowledges the traditional owners of this land, the Cadigal people of the Eora nation. We pay our respects to the elders both past and present of the Eora nation and extend that respect to other Aboriginal people present.

### **2. Attendance and Apologies**

Apologies were received from Christopher Donovan and Madison Mclvor\*

Noted.

### **3. Minutes**

Minutes of the meeting of the 14<sup>th</sup> May were circulated.

Motion: that the minutes of the 14<sup>th</sup> May be accepted, signed and adopted.

Moved:

Seconded:

The motion was put and **CARRIED.**

### **4. Business Arising from the Minutes**

The last minutes have been corrected : Cumberland was in fact SCA, and Cumbo has been written combo.

### **5. Correspondence**

Letter from the Pirate Party:

Kyol: I think if Brendan wants to do this he needs to contact the university we don't host venues for political parties.

## 6. Workplace Health and Safety Report

Currently we have no first aider. I was going to do a course a few months ago, but was sick and couldn't attend. I have put together a list of providers below. My preference is to do the course at the CBD College of First Aid Training. I have consulted with the other caseworkers and they are happy for me to do the course on Friday 29th May. The cost is \$79. What I am asking exec for is **for me to spend the day at that course and for a reimbursement of \$79.**

St John's Ambulance - \$220  
 First Aid Institute - \$75  
 CBD College of First Aid Training - \$79  
 Aust Red Cross - \$190  
 Vital First Aid - \$105

### Incident Report at SRC

Reported By:	Robins
Porters Contact No:	5222
Person Affected:	Joyleen Sloane
Position:	Administration Assistant
Date & Time Of Incident:	26/5/15 in the storeroom
Date of Report:	26/5/15
Time Reported During: (State As Appropriate)	Normal worktime
Describe Accident And Injury:	A safety lever (squisher) fell down unexpectedly and Joyleen's finger got caught underneath.
Preventative Measures: (State As Appropriate)	Check/repair equipment? Establish safe work procedures? Ask Lisa de Silva (WHS Officer) to discuss with Chitra Narayanan The machine is not available for use until after the investigation
First Aid: (Provide Treatment Giver)	Joyleen put an ice pack on the bruising, and went to the university health service to have it checked to make sure there was no further damage than the bruising.

There was an incident where Joyleen squashed the little finger on her right hand with the lever of the guillotine. This happened because she was using two hands to push the lever down as hard as possible, to ensure that the lowest pieces of paper were cut. Chitra and I inspected the guillotine this morning (26/5/15) and found that it is practical for operators to use two hands on the lever, especially standing side on to the lever. As a possible solution to the potential for someone squashing their finger in the manner that Joyleen did I will get some rubber from a hardware store to run along the side of the lever indicating to operators that they are not to place their fingers in that area.

Please note that Joyleen attended the University Health Service and was assessed as having a bruised finger, with no other injury. She has been assessed by a doctor to be able to return to the same duties as before this incident. The paperwork for this is in her personnel file.

Motion: that the report of the Workplace Health and Safety Officer be accepted including all expenditure.

Moved: Daniel Ergas

Seconded: Max Hall

The motion was put and **CARRIED.**

## **7. President's Report**

The president tables a written report.

- Staff Consults
  - Chiara and I have conducted the mid-year staff consults
  - I am in the process of compiling my notes and then Chiara and I will send specific notes of feedback to each department. Together we will have a list of recommendations to the Executive and the Council (if necessary) by the next meeting.
- TEDx
  - I have finally finished my project on systematic oppression and institutionalised racism with TEDx. Presentation went well.
- Freedom Rides Meeting
  - Chiara called a Freedom Ride meeting for the students who participated the 50h Anniversary ride. We delegated tasks to each other and plan to have a catch up dinner next Thursday to re-engage with our students and plan the next step in our project.
  
- SAS Project Meeting: Proposed changes to Coursework Policy.

### **Proposed Changes to Coursework Policy**

#### **Special Consideration**

The main objective with these changes is to introduce a universal online system for students to apply for Special Consideration through, rather than excessive paperwork and having time spent chasing up lecturers for their signature.

The following procedure for Special Consideration is going to be proposed to the Senior Executive Group (SEG) and the Academic Board;

1. A student may apply for special consideration online.
2. A committee within the University will check the online form for any errors and ensure that the appropriate paperwork is complete, up to date, and submitted.
3. That committee will then respond to the student letting them know whether they have received Special Consideration or not.
4. If Special Consideration is granted, the application then goes to the academic in charge of the student's Unit of Study (UoS) who will determine how much consideration the student receives. For example, a new submission date, a make up task, or an exemption, etc.
5. The UoS Co-ordinator will have a response time to the student of 3-4 days.

The other purpose of this change is to divorce the UoS co-ordinators and/or lecturers from the students' issues and follow the recommendations of GP's rather than have the students' wellbeing at their own discretion.

### **Credits**

The objective of this policy change is to allow students to have the ability to rescind their credits on their own accord, thus removing the power of a Dean to do it on their behalf.

Furthermore, students will have 12 months to either accept, decline or ask for a reinstatement of any Credits offered to them by the University. Please note that this can only be performed once.

Motion: that the report of the President be accepted.

Moved: Georgia Kriz

Seconded: Chiara Angeloni

The motion was put and **CARRIED.**

### **8. Vice Presidents' Report**

Haven't spoken to Madison McIvor about how she is going with her tasks but she edited Indigenous Honi and that was excellent.

There is something interesting and exciting so there is an honours student that wants to talk to people about what is happening in senate and want to talk to us. There looks like there will be a framework for expanding on the satellites campuses the video for the SRC is going well and there was also feedback from the intercampus officers and looking into what sort of work the caseworkers are getting out there.

Subeta Vimalarajah: Not in context but relevant, blind marking there is going to be a push to make sure that essays are blind marked? They are supposed to be according to the policy, they just aren't, there is a hope that enforcing this will reduce the number of appeals made and looks like it will be a good improvement.

Max Hall: To keep this altogether there is more information about that - I talked to a member of Wom\*n's collective and they explained how they do the blind marking there and Newcastle university and it looks like everywhere is blind marked except for our little peninsular of sandstone.

One other thing is before Tim Scriven left SUPRA he and a caseworker were looking into the university and a whole lot of policies they are non compliant with, so we are going to create a shit sheet and making them look at making people follow through and being compliant.

Daniel Ergas: I've been looking at these, and there is no reason this should not be being done.

Georgia Kriz: has there been any talks with the NTEU about the impact on staff workloads?

Subeta Vimalarajah: we looked into that a bit, but haven't spoken to the NTEU and we should look into this.

Chiara Angeloni: Their office is in the transient building.

Subeta Vimalarajah: We've got a group working on this.

Motion: that the report of the Vice Presidents be accepted.

Moved: Chiara Angeloni

Seconded: Laura Webster

The motion was put and **CARRIED.**

## **9. General Secretaries' Report**

Chiara Angeloni: Staff consults, were really productive and we've got more meetings with managers to get things together. Big issues were gaps between staff and students and also consolidating the monolith that is the organisation of the SRC.

We are also looking into the megaphones and policy – so we are still working on the policy and we will put that into the next exec meeting and look at spending \$600 on the megaphones.

Max Hall: Ran into some vet student friends – the entire 3rd year vet cohort are in love with the SRC – because they had 5 exams in 72 hours because they all have to do the same thing examiners were just able to put them when ever they wanted and that's what they did – students took it to the university and they said there was nothing they could do one of the students went to a caseworker and long story short the casework department fixed it and they (the vet students) are all in love with us now. – We are fixers!

When someone asked you what do student organisation do for students? We can say we fix things.

We've needed to take a slight pause while the USU is getting their new exec together – we need to create a new set up for when SSAF negotiations go bad – we've been working on a draft for that with SUPRA and then we will take the policy to the SCC to protect student organisations from being at the whim of the university.

I've also started a plan on how we are going to re do the website by checking the structure of the current website and the result of that was there was none.

Kyol Blakeney: on that not the Next SCC meeting is on the 30<sup>th</sup> of June if you need anything let me know. We were going to go back to the mega phones do we need talk about that?

Georgia Kriz: aren't they really expensive:?

Chiara Angeloni: we are hoping that \$600 is enough?

Alison Xiao: With the website, is this connected to the rebranding for the SRC?

Georgia Kriz: This could be a good way to engage with students.

Max Hall: I'm wanting to throw it open but I don't think it's going to be effective as a competition.

Kyol Blakeney: We can throw it open through Honi and then let students engage with it by sending thing through from there.

Max Hall: We'd be stupid if there was no engagement with the student body.

Georgia Kriz: This is a chance to engage with the SCA more.

Motion: that the report of the General Secretaries be accepted.

Moved: Laura Webster

Seconded: Alison Xiao

The motion was put and **CARRIED.**

#### **10. Report of the Administration Manager**

Chitra Narayanan: A few things. I'm an authorised hold of the ATO account and I need the AUS key to log into the ATO and if we send in a registration form so I should be given access and AUS key as well. If not we will have to bring in a formal letter and send it to the ATO – bad news is we need a new server or add it to the existing server.

I think a separate server is best, it's what we've always has and it's best for dealing with complication with disturbing people – but it will cost about \$2000.

The ATO is changing how super works – there are at lot of clearing houses and they have a monthly cost and unfortunately we have to pay \$10 per month which in clues fee and that about \$600 a year and then \$150 from next year.

Max Hall: is the bookshop database the same as the one online.

Kyol Blakeney: are we worries about the money for the server?

Max Hall: I think we have the money but I'll leave this for you, considering we only use it 2 months a year is it worth it?

Chitra Narayanan: there is a trade off, if we get [the elections their own server] it's pretty easy to get it all transferred and working. Putting it on to our server means we need to get the whole server up-dated and it means that people will have access to our server. I'm still getting quotes on this.

Motion: that the report of the Administration Manager be accepted.

Moved: Daniel Ergas

Seconded: Georgia Kriz

The motion was put and **CARRIED.**

## **11. Report of the Casework and Policy Manager**

There was no report from the Casework and Policy Manager.

## **12. SRC Legal Service Report**

Not much to say just a little on what we been doing to stay in touch.

Just got a few information items.

We are a registered charity as the legal service – here is the ACNC news letter – some charities that have not provided their financial statement have been removed from the list – we don't have a problem with this, Chitra is on top of it. We've had it recommended we appoint a secretary to the board, Chiara is our new secretary.

This has been the external examination of the trust accounts. We had the external examiner from Charles Pitt Auditor check the accounts and he gave them the all clear. They are unorthodox time periods from April 1<sup>st</sup> to march 31<sup>st</sup>.

We get audited as well as a charity. We've been through this with the legal board members regarding financial accounts.

We had a request about what the types of matters for international students and total numbers are – here is that information. It's really good to have a clear indication about their legal needs.

We've got our legal advice service form and it's tailored from the Redfern legal centre- two things on this form we have, first, asking for Indigenous background and second asks about sex (meaning gender). We were looking into how to change this or if we should.

Georgia Kriz: The university has three options availed I think we should at least acknowledge that.

Kyol Blakeney: how about we change it to gender – or preferred gender- everyone happy about that?

Nods of consent.

Legal service does not have access to the Usyd library legal databases (like lexis nexis Australia). It's not such a serious issue; we can look into it most of the time using a student's log in (with them). I've looked into why we can't have access – given we are a valuable service to Usyd high value paying international students - and there doesn't really seem to be a clear reason, we used to have access.

Annie's registration to the migration agent registration authority requires her to have ongoing access to a certain legal database, so this is something we need to fix.

Motion: that the report of the Legal Service be accepted.

Moved: Alison Xiao

Seconded: Subeta Vimalarajah  
The motion was put and **CARRIED.**

### **13. Approval of Payments**

#### **13.1 Reimbursements**

Joyleen Sloane – \$3.98 – frozen pea for ice packs  
Chitra Narayanan - \$13.00 – return postage for phone.  
Chitra Narayanan - \$118.75 (\$100 already approved) – Admin Planning day food and drink  
He Lu (International students collective) - \$135.00 – food and drink for meet and greet event.  
Thomas McLoughlin - \$257.23 – Compulsory legal insurance  
Thomas McLoughlin - \$816 total – law society practicing certificate (\$350), fidelity fund (\$60), and membership (\$396).

Motion: that the reimbursements be approved en bloc.

Moved: Kyol Blakeney

Seconded: Laura Webster

The motion was put and **CARRIED.**

### **14. Other Reports**

#### **14.1 Education Officers**

#### **14.2 Wom\*n's Officers**

Women's Honi! We're having our launch party tonight with Indigenous Honi tonight. The stop taxing my period campaign is going really well, the – which is especially important considering it's been pushed as a one individual making change campaign and this is just not true, the whole collective is involved.

The other thing was we had a meeting with Kate Bullen and Brigitte Garozzo about getting better spaces. There needs to be a better body or clear up when SCC is on so that non-cis men's voices and organise and be heard. It's a lot of work but something we are working on.

Moved: Laura Webster

Seconded: Alison Xiao

### **15. Other Business**

#### **15.1 Staff Leave**

Mickie Quick: Annual, 15/06/15 to 19/06/15, 2.5 days, 17.5 hours  
(Honi not affected by this leave)



Motion: that the staff leave be approved en bloc.

Moved: Georgia Kriz

Seconded: Daniel Ergas

The motion was put and **CARRIED.**

Other business:

Max Hall: are we just paying for the Indigenous bar tab to watch state of Origin?

Kyol Blakeney: Yep – the reason we did this in the past is because it's a good way to engage and build up the collective and make it stronger – it's happened for the last 2 years.

There were issues around the alcohol but looking at it broader – these people are adults and I see no problems with spending money on alcohol.

Subeta Vimalarajah: Women's events that have been held in bars in the past.

Kyol Blakeney: if we refuse we are essentially enforcing prohibition.

Anything else? Nope?

*Meeting closed at 2:05.*

## **APPENDIX**