



**src** activism  
advocacy  
representation

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**Students' Representative Council,  
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**MINUTES** of the **11th** meeting of the Executive Committee, 90th SRC, held on 16th August in the Office Bearers Room, SRC Offices.

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**PRESENT:** Imogen Grant (Chair), Yuxuan Yang\*, Adriana Olguin Malavisi^, Thomas Manousaridis, Maya Eswaran, and Zixuan Wei.

Apologies: Nina Dillon Britton

Minutes: Adriana Olguin Malavisi

In attendance: Thomas Manousaridis, Imogen Grant, Maya Eswaran, Adriana Malavisi, Yuxuan Yang and Sunny (Zixuan) Wei

Meeting Opened: 3:11 PM

\*^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 Gadigal 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. Apologies**

Apologies were received from Nina Dillon Britton

Moved: Maya Eswaran

Seconded: Thomas Manousaridis

The apologies were accepted.

### **3. Minutes**

Minutes of the meeting of the Executive held on the 5<sup>th</sup> June were distributed.

Edit the present list to remove Maya who was listed twice.

Motion: that the minutes of the 5<sup>th</sup> of June be accepted.

Moved: Maya Eswaran

Seconded: Thomas Manousaridis

The motion was put and **CARRIED**.

### **4. Business arising from the minutes**

There was no business arising from the minutes.

### **5. Correspondence**

No correspondence

### **6. Workplace Health and Safety Report**

*There was nothing to report from the WHS officer*

**7. Report of the President**

**Gave verbal report.**

Regarding the donation to Sacred Sights activism in Melbourne- Imogen will do a call out in OB group.

Motion: That the report of the President be accepted.

Moved: Thomas Manousaridis

Seconded: Sunny Wei

The motion was put and **CARRIED.**

**8. Report of the Vice Presidents**

Welfare Week is finally over, and it's safe to say that it was a success. Regardless of its many flaws and what-could-have-been's, the week achieved its purpose of educating students on the support services available to them, and allowing them to engage with student representatives on issues that affect them. We had many students approach the stall with questions about the SRC and the services we provide. Many were shocked to hear about the support they can get for free through the SRC and different organizations, and many students were just happy to have someone listen to their stories, and understand where they're coming from. We had volunteers who've had no prior involvement with the SRC come and hand out with us, even some students who came up to the stall and felt so strongly about the cause that they came back the next day to help out. I'm very happy with the way the event turned out, and can only hope that it grows bigger and better as the years go on.

I am also asking for a reimbursement from the council pool for 4 gazebos I had to purchase from Bunnings as issues arose with the ones we had organized to borrow from NUSA.

Reimbursement:

3 x \$59 Marquees  
1 x \$89 Marquee  
\$266 total

Adriana Malavisi

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

Moved: Thomas Manousaridis

Seconded: Yuxuan Yang

The motion was put and **CARRIED.**

**9. Report of the General Secretaries**

Yuxuan Yang gave a verbal report.

Was happy with Welfare Week and was happy that so many international students and non-councillor/ non-office-bearer students who volunteered were able to get involved with the SRC and engage with students.

Written report:

Welfare week was extremely successful last week, it gave a very good opportunity for student who want to contribute to SRC/students to be volunteer, and also let more student know students' own right and SRC

function. We have to say thanks to over 25 international student volunteers. From partial statistics, over 150 students know the SRC more in detail, and about 10 students went to SRC directly for specific issues.

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

Moved: Thomas Manousaridis

Seconded: Adriana Malavisi

The motion was put and **CARRIED**.

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

Requesting hired duties during her leave.

Server is almost ready to be migrated into the new one. Working on getting discounted google accounts.

Hopefully up and running in about two weeks.

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

Moved: Thomas Manousaridis

Seconded: Yuxuan Yang

The motion was put and **CARRIED**.

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

Louise Stack has requested study leave.

James Campbell spoke on her behalf explaining what she had requested.

Louise also requested to vary her hours.

Department appreciates the support from the council for the research assistant.

Discussed some of the possibilities and options for who to hire and arrangements.

Motion: that the report of the Casework and Policy Manager be accepted including Louise Stacks' study leave.

Moved: Yuxuan Yang

Seconded: Adriana Olguin Malavisi

The motion was put and **CARRIED**.

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

##### **Reporting and re-registration season**

I note the following administrative reports have been completed in satisfactory and compliant manner:

1. 2017 Annual Information Statement to ACNC due by 31 May 2018, which includes the item 2 below. Refer copy **attached**.
2. 2017 annual financial audit by Charles Pitt and Co accountants – there is a mild net liability (for employee entitlements) guaranteed by main customer SRC (now reduced close to zero due this writer change in work hours to 3 day week and draw down of time in lieu). The audit report is held in the records of the legal service for the legal board, and a copy with the admin manager of the SRC.
3. 2017-18 annual trust account external examiner inspection due step A (30 April) and step B (15-31 May) - also completed by Charles Pitt & Co.
  - A full copy of the external examiner report is held in the records of the legal service for the legal board. A summary report is **attached**.

- There was a strong recommendation (again) to implement proprietary software for client database/trust linked accounting (e.g. SILQ) – we await a new computer to implement this asap;
- There was a criticism that:
  - trust receipts be issued within 5 days of receipt – explained by this writer on leave when some payments are received into the trust account – duly noted for improvement. Important but not serious given only about 20 transactions.
  - a few small donations of total \$383.20 from grateful clients should go into the general SRC Legal Service business account. Duly noted and addressed.
  - 2 dormant trust ledgers for very small amounts \$42c and \$50. Ledgers now duly closed.
- Note: Importantly all money received was properly used and accounted for. To quote examiner Charles Pitt in words to the effect “its unrealistic for any busy legal practice to not have a few inadvertent errors in the trust accounts”. Charles formally writes
  - “We would like to commend SRC Legal for their help and assistance during the external examinations and for their conscientious approach in maintaining the trust account records” (Letter Charles Pitt to SRC Legal dated 7 June 2018).
- 4. 2018-19 - Migration Registration Authority aka MARA – Annie Zeng as solicitor migration adviser was duly re-registered in 2018. I think this was due about March 2018 and updated at that time including via verification of LawCover insurance for the legal practice. MARA are increasingly strict in checking compliance.
- 5. 2018-19 NSW Law Society registration - Practicing certificate of both solicitors for 2018-19 – this was due on or about April 2018 and was renewed for both solicitors Annie Zeng and this writer by deadline.
- 6. 2018-19 LawCover insurance for the SRC Legal Service incorporated legal practice – this is mandatory and was renewed in about May 2018 by deadline.

### **SLS productivity in 2018**

In terms of productivity of the legal service I note at present mid year 2018 the following details:

- **Long and short matters in 2018 – total resolved and unresolved to date – 388.**
- These figures compare with calendar year 2017 of about 700 total for the full year, with **attached** memo of summary statistics for last year with an angle on international student service.
- A breakdown for the headline 2018 mid year figures follows:
  - Long files – **total of 203 current**– made up of:
    - 65 new in 2018 to date (10 resolved about another 10 close to resolution), and 18 (2017) unresolved, 130 dormant - SCA dispute pushed out to 2020?;
    - One new matter involving a USU club executive was on behalf of about 440 members as named in the evidence (treated as 1 matter).
  - Short matters (resolved) – **175** made up as:
    - 77 - AZ general student clients
    - 43 - TM general student clients,
    - 25 – TM internal SRC clients
    - 30+ - usually an under-reported item, certifying documents / swearing stat declarations (both AZ and TM).

Please contact me with any questions.

Kind wishes,

Thomas McLoughlin

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

Moved: Thomas Manousaridis

Seconded: Maya Eswaran

The motion was put and **CARRIED.**

**13. Education Officers**

Gave a verbal report. Will send a report through in an email. Spoke on the expenditure, says education has a big budget and would be good to spend it on Rad Ed Week.

**13. Approval of Payments**

**13.1. Invoices**

- \$500 (Education) - Radical Education Marquee
- \$1596.50 (Council Resources Pool) - Radical Education Marquee
- \$3000 Students of Sustainability-

Radical Education Week Marquee was already approved by circular.  
S.O.S has been circulated but not approved.

Thomas Manousaridis speaks against the expenditure- saying that he doesn't think it's the best use of the budget. Doesn't think that it's necessarily environmental related.

Imogen Grant notes that it's the 'hippy ed-con' Notes it as a transformative experience. Speaks in favour of the conference, saying that it's a good conference. Imogen notes that she is in favour for this expenditure.

Maya Eswaran speaks in favour of the expenditure- saying it's a good training tool for activism and a lot of current office bearers had attended.

Motion: that the invoices be approved en bloc.

Moved: Maya Eswaran

Seconded: Sunny Wei

Thomas Manousaridis and Adriana Olguin Malavisi voted to abstain.

The motion was put and **CARRIED.**

**13.2 Reimbursements**

Adriana Olguin Malavisi (VP):	\$266	Marquees for Welfare week
Lily Campbell (Education):	\$23.40	Printing
Gina Elias (Education):	\$14.50	Printing
Janek Drevikousky (Honi):	\$354	O-Week Shirts

Ish Varlin (Environment): \$60 USD Send pulse text messages.

Motion: that reimbursements be approved en bloc except the environment text messages- to be followed up by Imogen.

Moved: Yuxuan Yang

Seconded: Thomas Manousaridis

The motion was put and **CARRIED.**

#### **14. Any Other Reports**

##### **14.1. Report of the Welfare Officers**

###### **Donuts + welfare info stall**

The Student Welfare Officers would like to hold a welfare info stall on Eastern Avenue while giving out free Krispy Kreme donuts as a way to attract students to ask us questions about the SRC and take our wonderful materials!

We plan to hold this stall on Tuesday August 28<sup>th</sup> from 11am-2:30pm.

As this will be week 5, students are heading into a stressful period, and something as simple as a free donut is a great way to lift students' spirits on their way to class or the library. Meanwhile, this will attract many students to the SRC stall, where we will encourage them to take any information that they may find helpful, especially during the assessment period.

The Welfare Officers will be ordering the donuts from the Krispy Kreme website, where they can be delivered on the morning of the 28<sup>th</sup>. A box of 12 donuts is \$19.95, and we believe that 15 boxes is a good amount, as they will be very popular and most likely go quite fast.

With the online order discount of \$59.85 that appears to be given for this amount, 12 x 15 donuts equate to \$239.40.

Therefore we request to be reimbursed \$239.40 for the order of Krispy Kreme donuts.

Thomas Manousaridis spoke in favour of the expenditure

Yuxuan Yang spoke in favour of it- following after Welfare Week

Motion: that the report of the Welfare Officers be accepted.

Moved: Adriana Olguin Malavisi

Seconded: Thomas Manousaridis

The motion was put and **CARRIED.**

##### **14.2. Honi Soit Request**

This Thursday, August 16, at the Lady Hampshire on Parramatta Road.

The event is shared with SURG, who are contributing \$400. Thus our total budget is \$1,900 which we have budgeted as below

- \$1000 bar tab

- \$500 for DJ tab
- \$200 for food
- \$200 for decorations

Motion: that the report of Honi Soit be accepted.

Moved: Maya Eswaran

Seconded: Thomas Manousaridis

The motion was put and **CARRIED**

### **14.3 Report from International Students' Officer:**

This Semester, International Students Collective is planning to organize an event "USYD RACE" for international students who are not familiar with the university and Sydney. This event includes three categories of activities: 1) explore the services provided by the University of Sydney, 2) explore the popular attractions in Sydney, 3) become more socially and culturally engaged in the university. We hope to improve the overseas experience for international students in Sydney on and around campus by launching this event.

#### Funding requests:

The event incurs awards costs for students who can successfully complete the specified activities, material and design costs for producing the roll up banners and posters, refreshment costs when setting up tables to advertise this event.

The awards for students who come first to third are: 1\*\$150 Polaroid, 3\*\$50 Co-op Voucher, 20\*\$5 café voucher respectively. We request funding for gift packaging which includes wrapping papers for polaroid and paper envelopes for vouchers, it is estimated to be \$15. The material costs for the roll up banners and printing posters are 59\$. We estimate the refreshment costs to be around \$200 including non-alcoholic beverages, snacks and tableware.

The total amount of funding is estimated to be \$674.

Yuxuan Yang spoke on behalf of the International Students' officers, explaining what the goal of the event is. They plan to hold a stall similar to Welfare Week. Have a scavenger hunt with ways to get acquainted with the SRC and the University.

Imogen Grant spoke in favour saying that it was a very useful event. enquires about printing and the banner- noting that the SRC provides a lot of materials.

Yuxuan Yang clarified the type of banner that they want- as well as tables, chairs, other resources.

Motion: that the report of the International Students Officer be accepted.

Moved: Sunny Wei

Seconded: Yuxuan Yang

The motion was put and **CARRIED**

## **15. Other Business**

### **15.1 Staff Leave**

Request for Study leave and change of hours for Louise Stack

Annie Zeng	Annual/ TIL, 12/07/18, 1 day 7 hours Annual/ TIL, 29/08/18, 1 day 7 hours
Breda Dee	Annual, 12/07/18, ½ day, 4 hours
Rebeccah Saillit	Annual 20/08/18 - 21/08/18, 2 days, 14 hours Annual, 17/07/18, 1 day, 7 hours Annual, 13/08/17, 1 day 7 hours
Chitra Narayanan	Study, 13/07/18, 16/07/18, 17/08/18, 20/08/18, 4 days, 28 hours Annual, 02/08/18, 1 day 7 hours
James Campbell	Annual/TIL, 16/07/18 – 20/07/18, 5 days 35 hours
Julia Robins	Annual, 17/08/18, 1 days 3.5 hours
Laura Kitsos	Other, 17/08/18, 1 day 7 hours
Melissa de Silva	Annual, 06/08/18 – 08/08/18, 3 days 21 hours
Mickie Quick	Annual, 07/-8/18 -08/08/18, 1.5 days, 10.5 hours TIL, 18/07/18, ½ day, 1.75 hours 23/07/18 – 24/07/18, 1.5 days, 10.5 hours
Sharon Maher	Annual, 04/10/18 – 08/10/18, 3 days 21 hours

Motion: that the staff leave be approved en bloc.

Moved: Thomas Manousaridis

Seconded: Adriana Malavisi

The motion was put and **CARRIED.**

*The meeting was declared closed at 4:17*