



src activism
advocacy
representation

Julia Robins, Secretary to Council
secretary.council@src.usyd.edu.au

**Students' Representative Council,
University of Sydney**

Level 1, Wentworth Building (G01)
University of Sydney NSW 2006
PO Box 794 Broadway NSW 2007
t: (02) 9660 5222 f: (02) 9660 4260
int: 12871 www.src.usyd.edu.au
ABN: 597 391 306 68

MINUTES of the 5th meeting of the Executive Committee, 92nd SRC, held on 10th March in the Gosper Room, SRC Offices.

PRESENT: Liam Donohoe (Chair), Liam Thomas*, Felix Faber^, Swapnik Sanagavarapu, Isla Mowbray.

Apologies: Vivienne Goodes, Charlotte Bullock

Absent: Abbey Shi*, Sonia Gao, and Ashley Li.

Minutes: Julia Robins

In attendance: James Campbell and Chitra Narayanan

Meeting Opened: 11:22 am

*^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 Vivienne Goodes, Charlotte Bullock

The apologies were accepted.

3. Minutes

The draft minutes of the meeting of the Executive held on the 12th February 2020 were distributed.

The Chair moved that the draft minutes of the 12th February 2020 be noted.

The minutes were **NOTED**.

4. Business arising from the minutes

There was no business arising from the minutes.

5. Correspondence

There was no correspondence

There chair moved to agenda item 13.

13.1 Reimbursements

Abbey Shi:	\$400	Travel costs for 2 to NUS Pres Summit
Prudence Wilkins-Wheat:	\$189.37	Additional spending at collective welcome drinks
Sharon Maher:	\$42.59	Uber to and from the Con
	\$48.53	Uber to and from the Con for outreach

Chitra Narayanan:	\$64.20	Network hub and cord for pubs office
Melissa de Silva:	\$22.53	Uber to and from Mallett street campus
Kigen Mera:	\$53.00	Food and drinks for collective meeting
	\$261.12	Welcome week bags
	\$100	Stationary for bags for welcome week
	\$107.73	Korean yogurt (x400) for welcome week

Motion: that reimbursements be approved en bloc.

Moved: Liam Thomas

Seconded: Liam Donohoe

The motion was put and **CARRIED.**

There chair moved to agenda item 14.6.

14.6 Report of the Publications Managers

1. Payment for extra hours above max TIL

Due to time pressures to get publications off to the printer and attend to other urgent Welcome Week preparation, it was necessary to work an additional 3 hours on 1/2/20. I would like these hours to be paid so as not to accrue any more TIL at this stage. This was discussed with the President on the day. Please approve.

After another busy week pre-Welcome Week, I worked 8.5 -9 hours on both the Wednesday and Thursday to get through all the work and that easily used up my 17.5 hours for the week. I intended to try and not work on Friday so as not to accrue any more TIL, however, we had some urgent issues to attend to, so I worked from home for another 2.5 hours on Friday 14th. I'd like these hours to be approved to be paid instead of TIL.

Mickie will be away at the end of March and has asked me if I can come in to cover his leave. This will include the Monday that Honi is sent to print and any other days that he is on leave.

2. Ongoing hours and SAFF 2019

The max TIL we should accrue is 1 week of hours (17.5 for me), however I'm struggling to fit in the work that needs to be done into this time each week. At present my TIL hours are 21 and the prospect of taking the time off is not that great. This was acknowledged last year and Mickie and I worked an extra 7 hours between us each week, as the role has expanded naturally with a significant increase in digital and online work as well as the print production support.

In order to make the extra hours financially sustainable, I was asked by Dane to write text to submit to SAFF for the additional hours, however I'm not 100% sure what happened to this and if it was at some stage dropped? I like to just see where it went and/or what we can work out that is a bit more sustainable for now. Happy to come in to the meeting if needed.

3. Some up coming projects...

Some projects that I need to discuss with exec...

1. Honi Soit site overhaul.... This is more a back-end overhaul, so we future-proof this important resource.
2. The Honi Soit Writing Comp 2020 – 10th Anniversary. Report from meeting.

3. New Project for 2021 – Development of a state of the art digital media space for Honi. I want to try and get funding to fully upgrade and resources the Honi facilities.

4. HootSuite – Social Media scheduling app

Currently we are using Tailwind which is Instagram and Pinterst focused and fairly limited. Hootsuite is the standard...I suggest the cheapest plan a \$39 per month. Please approve

5. Cushion

Please approve the purchase of an office seat cushion as I'm getting some back issue and I need to be an inch higher. My chair is at the maximum height already.

Cost: \$20

<https://www.ebay.com.au/itm/Coccyx-Orthopedic-Memory-Foam-Seat-Cushion-Car-Office-Seat-Lumbar-Pain-Relief-x1/173581176357?>

Discussion:

Liam Thomas asked why SSAF wasn't approved for extra hours

Liam Donohoe said that it would have needed to come from base funding and it wasn't going to be affordable.

Liam Thomas noted that the changes in enrolment means the SRC is likely to lose out on SSAF in the coming year

Liam Donohoe said that we should be ok as there is a large buffer and so base payments should remain secure.

Motion: That the report of the Publications Managers be accepted with all included expenditure.

Moved: Felix Faber

Seconded: Liam Donohoe

The motion was put and **CARRIED.**

There chair moved to agenda item 15.

15. Other Business

15.1 Staff Leave

Amanda LeMay:	Annual, 19/08/20 – 11/09/20, 5 days, 35 hours
Breda Dee:	Annual, 06/03/20, 1 day, 7 hours
Chitra Narayanan:	Annual, 19/03/20 – 20/03/20, 2 days, 14 hours
	Annual, 13/03/20, 1 day, 7 hours
	Annual, 21/04/20, 1 day, 7 hours
James Campbell:	TIL, 23/03/20, 1 day, 7 hours
Julia Robins:	Annual, 27/02/20 – 28/02/20, 2 days, 10 hours
Laura Kitsos:	TIL, 26/02/20, ¼ day, 2 hours
	Annual/TIL, 14/02/20, ½ day, 3.5 hours
Melissa de Silva:	TIL, 09/03/20 – 16/03/20, 6 days 42 hours
	Study, 07/02/20, 1 day, 7 hours
Mickie Quick:	Annual, 30/03/20 – 01/04/20, 3 days, 17.5 hours

Sharon Maher: TIL, 23/03/20, 1 day, 7 hours

Motion: that the staff leave be approved en bloc.

Moved: Liam Donohoe

Seconded: Liam Thomas

The motion was put and **CARRIED**.

There chair moved to agenda item 11.

11. Report of the Casework and Policy Manager

James Campbell entered the meeting at 11:36am

Exec. Decision Requested:

Agreement to complete project TBS this year, with the conditions outlined in the Proposal section below.

Background.

The TBS was a 2019 scheme funded by SSAF allocation from the University following a submission made end 2018.

A trial in semester 1 2019 with 220 students getting \$100 each. Students self identified as in need, there was an online form, with a very short interview mainly at the SRC. It provided students with finance support, Centrelink and Uni Services information and awareness of SRC services. There were some referrals and some casework matters were immediately opened because of this.

The allocation from SSAF for this purpose has approx \$90 000 remaining.

Last year a number of elements of this proposal with variations to the original concept were put forward to the University Executive Student Life Committee (the SSAF decision making body) by the previous President and received tacit support.

Proposal (*Italics indicates new elements*)

1.

The aims include:

- provide some support for those in need,
- a small contribution to improved equity,
- support on purchase of materials and texts needed for study (not just texts) ,
- awareness raising about the SRC and its Services (and awareness of Uni Fin services) and
- *some gathering of information for use in subsequent advocacy and representation within and outside the University.*

We seek to fully distribute all remaining funds with max. efficiency and min staff/admin costs.

2.

Expand the conditions and advertise it for use on course materials generally (not just textbooks) to include material costs ie art materials, instruments as these are equally needed for study purposes. [Currently needed or expended earlier in the semester]

Increase the amount for \$100- to \$200- (providing more value)

So have a pool of 450 grants to be provide to eligible applicants. (\$200 X 450 =\$90 000)

Not have a closing period and exhaust the allocation this year.

3.

Still require a student to indicate a 'need' for funding. [We use a brief concrete example as a guide for student to self-assess 'need'. Based on experience last year this did act an effective barrier to over subscribing]

Shift to an admin scheme without the short interviews previously done by a caseworker.

Use a short online form, with the option of a Hardcopy Application Form - available from visiting SRC staff or at front office.

Still require proof of enrolment (card but also proof of enrolment from Sydney Student)

4.

Initial additional focus on Satellites with contact with staff for additional emails and visits in week 5.

Proportion of grants expected - roughly 250 to Satellites (probably won't use all of them) and 200 for main campus. Then first come first served basis.

[Some satellites campuses student arguably more disadvantaged group, face expensive materials costs, are a Uni priority and a SRC Services awareness priority.]

Health Science at Cumberland (perhaps 100), Nursing at Mallet Street (50) SCA (40) Conservatorium of Music (40), Oral Health at Westmead (10), Animal Husbandry at Camden (10 – remote access?)

5.

Next actions:

- Confirm dates – week 5 semester 1 focus on satellites, and probably open online for all.
- Contact University for all undergraduate broadcast email. (President)
- Develop new hardcopy and softcopy forms (Admin Manager has this in hand)
- Do schedule of visits to Satellites (caseworkers)
- Email with Satellite staff re. timing and advertising (caseworkers)
- Front office to prepare admin process (Admin Manager has this in hand)
- OBs to come – wall planners, awareness work etc- direct to SRC staff doing TBS admin.
- Consider issues of undersubscribing last time (perhaps trust level, effort, immediacy etc) in way we advertise.

Confirm short question for seeking of information for use in subsequent advocacy and representation. i.e 'What study (other than fees or HECS) costs (other than fees or HECS) do you find hardest to fund. What would best help deal with that problem? (President and perhaps Ed Officers?)

James also spoke to his report additionally raising the following points

- Busy time of year, tenancy is particularly interesting with the corona virus creating more complicated situations,
 - Would like to do some joint work with OBs on this at some point
- Information sessions should be starting soon
 - We had some additional funding for a casual to assist with giving out charter information and our wall planners
 - We have managed to give out approximately 14 000
 - Thank you to the caseworkers who took managed cases while others did that

- The Textbook Subsidy has been funded, the rules of SSAF mean that money must be spent on that, we understand that there is are going to be some changes around SSAF at the moment, if the above structure suits the executive we can go ahead with that process.

Discussion

Liam Thomas asked if the number for satellites needed to be locked in?

James Campbell said it was based on what was expected but was not a hard figure.

Liam Thomas said that made sense but did not want the estimated numbers advertised so students didn't feel like they were locked in

Liam Donohoe noted for the minutes the hard work of everyone who had been distributing calendars. Liam Donohoe also suggested that Chitra and he should go to the University and see if the TBS funds couldn't be reallocated to this years Food Bank project seeing as there is a freeze on SSAF, they were keen on supporting the food bank and we already have this money.

James Campbell said the money is already in the SRC accounts and would be hard for the university to remove.

Liam Donohoe said who the SRC approached this proposal with would be the most important, and that since there had be unanimous support for the foodbank project, he felt it would be a good compromise in these changing times

James Campbell noted that if Australia goes the way of northern Italy it will pose its own issues and many projects would not be at all possible.

Liam Donohoe noted it was quite possible the University would close soon.

Motion: that the report of the Casework and Policy Manager be accepted.

Moved: Liam Donohoe

Seconded: Liam Thomas

The motion was put and **CARRIED**.

6. Workplace Health and Safety Report

There was nothing to report

7. Report of the President

Liam Donohoe submitted a written report.

Last week, the World Health Organisation declared the novel coronavirus (2019-nCoV) a public health emergency. A serious public health response is certainly needed in Australia to minimise the spread of infection and properly treat anyone who is sick.

However, the decision by the Morrison government to deny all entry to Australia for people travelling from China (apart from Australian citizens and permanent residents) was directly counter to the advice of the World Health Organisation not to close down borders.

Morrison is more concerned with appearing "tough on borders" and stoking fear in the community than with a proper health response. The travel ban implies that the virus can be stopped by keeping Chinese people out of Australia; this is a racist policy for which there is no medical basis. Many Chinese people are

reporting an increase in racism in daily life, and are having their lives disrupted by for example being unable to attend university.

Instead of coming out in opposition to the travel ban, USYD management are plastering the university walls with exaggerated and unnecessarily targeted posters calling travellers from China to “know the signs” and “stop the spread”. While some accommodations have been made for students to be able to follow lectures over the internet, the university has given no indication that appropriate financial and academic subsidies will be granted to those affected. The university’s response is one which perpetuates the same anti-Chinese racism as emphasised by the travel ban.

We must also challenge the government’s use of the Christmas Island detention centre to quarantine Australian citizens being evacuated from Hubei province. Evacuees should be brought to the Australian mainland where they can access appropriate medical care, not used as political tools to legitimize the historical use of Christmas Island as a centre for refugees held in offshore detention.

DEMANDS

- Lift the travel bans, healthcare not racism
- Support International students:
 - Extend visas at no cost and provide amnesty for those affected
 - Not impose any penalties and provided free alternatives
 - Provide accommodation for those isolating
 - Providing grants to cover costs
 - Providing extra counselling to students
- Solidarity with Wuhan and the Chinese community

Liam Donohoe added to his report the following:

- SSAF funding has been frozen for the time being
- This will affect somethings but not those we’ve already spent money on.
 - Adobe suit has already been purchased
 - Mental health training we were to late to register this year anyway
 - Foodbank may be affected but it was so popular we might be ok
 - The VP stipend could potentially be affected by we’ve already started spending it so should be ok
- Coronavirus is an issue that will continue to develop
 - Suspect the uni will shut down at some point
 - Suspect that will be in the next 3 weeks

Discussion:

Liam Thomas asked if the SRC can push for non-attendance or for them to be relaxed for this semester

Motion: That the report of the President be accepted.

Moved: Swapnik Sanagavarapu

Seconded: Liam Thomas

The motion was put and **CARRIED.**

10. Report of the Administration Manager

There was a request for rechargeable megaphone for activist loans. This is both cheaper in the long run and better for the environment.

Request 2 megaphones at \$109 each + shipping
total requested \$300

Motion: that the report of the Administration Manager and all included expenditure be accepted.

Moved: Liam Donohoe

Seconded: Swapnik Sanagavarapu

The motion was put and **CARRIED.**

8. Report of the Vice Presidents

Charlotte Bullock and Felix Faber provided a written report

At the last council meeting we discussed our contributions to Welcome Week preparations. We spent the weekend leading up to Welcome Week in the SRC office helping to pack the SRC's 2000 tote bags full of information about the work of the SRC, as well as the Handbook and Counter Course for 2020. During Welcome Week itself, we manned the SRC stall along with other office bearers, giving out tote bags and wall planners. This provided an excellent opportunity to meet new and continuing students and engage them with the services provided by the SRC. We were even able to give out all 2000 tote bags. With Welcome Week now two weeks passed, it is clear that it was by all means a success.

Now that Welcome Week is over, we can move our focus to other projects. With other office bearers, we recently attended the first meetings of two working groups to outline some of the SRC's major projects for the year. The first meeting we attended was about constitutional and regulatory reform. This is an area of particular interest to us, and we were excited by the range and scope of the ideas discussed. We were able to outline some goals and even some action points that could be worked on immediately, as well as a timeline for the progress we hope to achieve. The other meeting, we attended regarded kick-starting the SRC's campaign for concession Opal cards for international students. We discussed the best ways to engage both domestic and international students with our campaign, and strategies we could use to get our message across, including organising a protest during a sitting day of the NSW parliament and before the state budget.

We have also both been working on smaller projects as well. Felix has been working hard to re-establish the Faculty Societies Committee. He has reached out to the Presidents of every faculty society and is currently in the process of organising the committee's first meeting. Hopefully by the next council meeting we will be able to report on any points of action from this meeting. Charlotte has begun work on a review of the university's 2018 curriculum change. She aims to conduct a survey of students affected by the curriculum change, with a particular focus on their experience of OLEs, Advanced Studies and the Interdisciplinary Impacts units, being FASS3999 and FASS3998. If anyone wants to contribute to the development of this, they are more than welcome to email us.

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

Moved: Liam Donohoe

Seconded: Isla Mowbray

The motion was put and **CARRIED.**

9. Report of the General Secretaries

Liam Thomas gave a verbal report

- Been working on the budget, hope to present it at council tonight
 - o One of the projects has been expanding the collective pool funding line
 - o This means printing is collectively held not budget allocated

Discussion:

Liam Donohoe said the only complication with this has been the loss of \$15 000 in SSAF allocation, and he hoped the SRC will recoup the funds.

Liam Thomas agreed that coronavirus has complicated the budget situation.

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

Moved: Liam Donohoe

Seconded: Isla Mowbray

The motion was put and **CARRIED.**

12. SRC Legal Service Report

- Conducted interviews to fill the vacant legal service position
 - o Excited to say we have Hired a new solicitor Cade Badaway
 - o Cade has excellent experience and we think he's going to be a valuable asset to the team
- The Defamation Matter we were dealing with was struck out which was a great outcome

Discussion:

Liam Thomas added that the legal board had some governance training conducted by Justice Connect.

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

Moved: Swapnik Sanagavarapu

Seconded: Liam Donohoe

The motion was put and **CARRIED.**

14. Any Other Reports

14.2 Report of the Women's Officers

There was no report received from the Women's Officers

14.3. Report of the Environment Officers

I'd like to make a financial request of \$115 to be paid Amelia Mertha. The enviro collective believes in paying our workers lol and she's been going above and beyond creating content for every collective!

I checked out what people usually pay for freelance graphic designs and it's usually around 45-50, but since Amelia did our cover and merchandise, figured we could just pay her separately for both

So 50 for cover, 50 for merchandise, 15 for tip? i think that's a fair amount because Amelia did so much free labour for us and all the collective and she's letting us use her editing software for event covers and banners and posters, it's only fair. She also is creating an enviro website on wordpress.

Unlike other members who supply content, Amelia creates, edits, provides and builds new platforms and content for all collectives. It's time to pay her!

(this is included in the reimbursements section)

In welcome week, the enviro collective had a welcome drinks. It was a massive success! However we thought the numbers would be between 40-60 but they were upwards of 70.

I made a financial request for the food and drink before welcome week and it was approved. However we were forced to go over.

We were not able to use the bar tab to buy jugs so it ran out quickly, as did the food.

As a result, Bella had to go out and buy food with her own money and I had to add \$100 of my money to the bar tab.

Discussion

Liam Donohoe wanted to add that he didn't think the \$50 for the SRC tote bag design had passed yet and as such requested that it be added to the amount paid to Amelia Mertha (though not from the Environment departments budget) bring the total to \$165 to be paid. Adding that Amelia had done a lot of work.

Motion: that the report of the Environment Officers be accepted including \$165 for Amelia Mertha.

Moved: Liam Donohoe

Seconded: Swapnik Sanagavarapu

The motion was put and **CARRIED**

14.1. Report of the Education Officers

In response to the Exec's inquiry about the \$200 for the ASEN training weekend:

From Jazzlyn Breen:

As far as I know the enviro officers are also going to request money for this event, and the plan was so spread the cost around. The weekend is not a specifically environmental one, but broadly activist skills based, so would make sense to not restrict it to just the enviro budget.

The event itself has been postponed due to weather and venue restrictions, but will be going ahead later this semester.

Motion: that the report of the Education be accepted.

Moved: Swapnik Sanagavarapu

Seconded: Liam Thomas

The motion was put and **CARRIED**.

14.4. Report of the Ethno Cultural Officers

There are two budget requests/approvals that I would like to put in:

- 1) \$30 dollars to boost/advertise our upcoming event (rally) on Facebook for the 15th of March Sunday to Stand in Solidarity with Victims of Modi's Fascist Regime (FB link: <https://www.facebook.com/events/885533595194122/>) so that we are able to reach more people
- 2) Undeniably late, but \$100 to reimburse the artist we commissioned for our tote bag design (she has sent an invoice and will attach when sending reimbursement form)

Motion: that the report of the Ethno Cultural including all expenditure be accepted.

Moved: Swapnik Sanagavarapu

Seconded: Liam Donohoe

The motion was put and **CARRIED**

14.5. Report of the Electoral Officer

In furtherance of the 1st request, the Deputies are crucial in bringing their experience and institutional knowledge to the SRC. They do significant administrative and often sensitive behind-the-scenes work involving nomination forms, ballots, and complaints, which are far outside the purview of standard Polling Booth Attendants. Part of their role is also maintaining the security and democracy of the Annual Elections when the Electoral Officer is not physically able to be present in multiple locations through the setup maintenance of polling booths, and the monitoring and reporting of illicit behaviour. Furthermore, they start working long before any Polling Booth Attendant is hired, are usually instrumental in the recruitment process, and are ultimately responsible for the direct management of these workers.

These additional duties outlined above are also in addition to the duties that standard Polling Booth Attendants take. Therefore I would submit that their duties qualify them and any future Deputy EO's under the next pay grade of Level 2 Casual. If approved, this will result in a collective payment of \$1695.70 to the Deputies, with \$1121.24 to Cameron Caccamo and \$574.46 to Karen Chau.

In furtherance of the 2nd request, the attached Excel document details the number of hours worked and the amount paid to each Deputy, and notes where the payment exceeds that of the EO. The EO is paid \$1500 each pay cycle, and it is an anomaly that a Deputy with fewer duties is paid more during a given pay cycle when both Deputy (namely Cameron) and EO have worked the same hours. Should the Executive approve additional compensation commensurate to the amount earned by Deputies for these pay cycles, the additional lump sum payment will be \$2687.44.

If all payments are approved, this makes for a total of \$4383.14 paid to the EO and Deputies of the 2019 Annual Elections. I have proposed these requests bearing in mind the recently emphasised importance of compensating workers. I believe that the SRC is an organisation that champions these rights and will see fit to ensure that its workers are fairly compensated for the work that they do. Please let me know if there are any further inquiries.

Motion: that the report of the Electoral Officer be noted and held for discussion next meeting.

Moved from the Chair

The motion was put and **CARRIED**

The meeting was declared closed at 12:36pm