



src activism
advocacy
representation

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

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MINUTES of the 6th meeting of the Executive Committee, 93rd SRC, held on 25th 2021 via Zoom.

PRESENT: Swapnik Sanagavarapu (Chair), Priya Gupta*, Anne Zhao*, Roisin Murphy^, Lauran Lancaster, Oscar Chaffey, Iris Yao and Cole Scott-Curwood.

Apologies: Maria Ge

Absent: unclear from the recording

Minutes: Julia

In attendance:

Meeting Opened: 10:00am

*^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 Maria Ge

Moved from the Chair

The apologies were accepted.

3. Minutes

Minutes of the meeting of the Executive held on the 16th were held over till the next meeting.

4. Business arising from the minutes

There was no business arising from the minutes.

5. Workplace Health and Safety Report

There was no report from the WHS Officer.

6. Correspondence

There was no correspondence

7. Report of the President

- Busy with O-Week preparation
- Met with Wendy from Sydney University Law Society
 - o Go through the SRC legal service volunteer positions and other related topics

- A number of committee meetings
 - o UE ed has again proposed 12 week semesters
 - o This has been defeated in the past, we hope to do so again
 - o Also proposing 'peer reviewed' for staff performance, unclear on details so far
 - o Academic Board first meeting is next week,
 - Going through the agenda
 - Hope to meet with all student reps and hopefully present a united front
- SSAF has been wrapped up,
 - o Looks like the Uni will accept the submission with a few exceptions
 - o We are hoping to find a work around for that as they are things we need/want
- Want to pull together a policy page for the SRC website and build networks with Clubs and Societies as well
- Please come help pack SRC bags for O-Week
- Melissa de Silva has taken over as the Casework and Policy Manager officially

Motion: That the report of the President be accepted.

Moved: Swapnik Sanagavarapu

Seconded: Lauren Lancaster

The motion was put and **CARRIED.**

8. Report of the Vice Presidents

Roisin Murphy gave a verbal report

- Making a plan for the semester
- Starting up interfaculty committee to make regular contact with C&S
- Working with Priya Gupta and Cole Scott-Curwood on a submission to the Latham bill
- Also been talking to the Indigenous students Officer about creating a survey as the indigenous student support has been gutted and is basically non existent anymore
 - o Want to take this up with the university working with the collective
- Plan on being in the office on Mondays, Tuesday and Wednesdays
- Request to print NUS materials from home as didn't get the request in in time

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

Moved: Priya Gupta

Seconded: Lauren Lancaster

The motion was put and **CARRIED.**

9. Report of the General Secretaries

Anne Zhao gave a verbal report

- Last week was very busy
- O-Week
 - o Have been making sure all the O-Week preparations are all in order
 - o Checking in with the different collectives to make sure they are ready

- International Orientation Handbook
 - o Translation of O-Week handbook with some international student specific articles
 - o Talking to the Caseworkers about things that should be included

Priya Gupta

- Been busy last few weeks but it's settling down,
- Trying to get SRC slides in the faculty introductions letters
- Working on getting a free Canvas subscription
- Working on the Senate submission

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

Moved: Swapnik Sanagavarapu

Seconded: Lauren Lancaster

The motion was put and **CARRIED.**

10. Report of the Administration Manager

The Administration Manager had nothing to report

11. Report of the Casework and Policy Manager

- Formal request - Lorna to change from 0.8 to 0.9 (9 day fortnight of 63 hours).
- Updated job descriptions - exec to approve - written by the casework team. Reflects new duties, tidies up some language, took out some irrelevant stuff (e.g., bookshop, satellite campus focus, RESSOS network). After exec approves all caseworkers happy to sign as new JD
- Formal request to join Australian Federation of Employers (\$1706.50) - support of Chits (asked her because she is the other dept with staff). Can help with training, information, updates on legislation; techniques to deal with bullying, harassment, refusal to do work as directed, performance management. Plenty of evidence this would have been helpful in the past. Reasonable to think that the Exec, who are responsible for these types of decisions, are not up-to-date with procedures and legislation.
- Selection committee - Sharon and I. Schedule:
 - o Wed 24th Feb - Announce appointment of new C&P manager
 - o Wed 24th Feb - Open nominations for selection committee
 - o Mon 1st Mar - Form selection committee
 - o Tue 2nd Mar - Selection committee meeting to approve advertisement (15 minutes - after 5pm is ok)
 - o Wed 3rd Mar - Internal applications open
 - o Wed 10th Mar - Internal applications closed
 - o Thu 11th Mar - Selection committee meeting to consider internal applications. If no appropriate candidates external applications open (15 minutes - after 5pm is ok)
 - o Sun 21st Mar - External application closed
 - o Mon 22nd Mar - Selection committee read application letters (2-3 hours)

- Mon 22nd Mar - Selection committee meet to short list applicants (1-2 hours)
- Wed 24th Mar - Interviews and selection of C&PO pending reference check (all day)
- Thu 25th Mar - Selection committee meet to approve C&PO (15 minutes)
- Thu 25th Mar - Candidate notified
- Mon 26th Apr - Latest start for new C&PO.
- Replacement C&PO urgent because of workload. Currently caseworkers with quite a bit of TIL. Sharon and I are happy to be flexible with time of day - e.g., after 5pm ok.
- Can caseworkers accumulate up to 2 weeks equivalent of TIL (instead of 1) until the end of March, to allow for higher volume of casework plus vacancy of caseworker.
- Extending outreach. Previously tried to promote the casework service to groups by campus, with a bigger focus on satellite campus. Worthwhile shifting focus for the next few years to specific groups, e.g., cultural/linguistic groups; students with specific disabilities; low SES/ first in family students. Would like to ask for help from specific OBs for that.

Discussion:

Melissa de Silva spoke to her report and covered its main points. Adding that some detail to the reasons for the increased workload, one being that the university has changes how they are information students about exclusion appeals which is causing issue for students and making matter more complication at present. Mel Thanked Anne and Maria for their work in helping with translations and the International Students Handbook.

Cole Scott-Curwood asked: regarding casework marketing/broadening engagement: I've mentioned the casework service to club and society presidents. Could be huge for you to speak directly to those presidents at the first interfaculty committee meeting that the VPs are setting up. Often student leaders try to "fix" student's issues for them, because we care - but normally the best thing we can do is refer students to your service. Would be helpful to iterate this to society presidents?

Melissa de Silva noted that in the past she and Sharon Maher would go and speak to every club and society during o-week. Adding that due to the current workload of caseworkers this is not a priority.

Roisin Murphy asked if there could be a meeting with casework and Office Bearers to talk about the outreach projects when things settle down a bit.

Melissa de Silva said that would be a good idea.

Swapnik Sanagavarapu said the Exec needs to nominate someone for the selection committee, and that he agrees that the member Australian Federation of Employers is a good idea as these issues inevitably arise, but if there are any concerns it would be good to ask about them now.

Priya Gupta asked what signing up consisted of, and if the SRC becomes a member would it gain access to resources.

Melissa de Silva clarified that yes it gave access to their phone services which if there are issues you can call and get advice and also have access to their solicitors at a reduced cost.

Motion: that the report of the Casework and Policy Manager with all included expenditure be accepted.

Moved: Lauren Lancaster

Seconded: Cole Scott-Curwood

The motion was put and **CARRIED**.

Swapnik Sanagavarapu said he would send a circular calling for nominees for the selection committee.

12. SRC Legal Service Report

There was not report form the SRC Legal Service

13. Approval of Payments

13.1. Reimbursements

Wo.Co: external printing request.

- 200 A4 pages in colour from Officeworks at \$0.69 = \$138

Motion: that reimbursement be approved.

Moved: Swapnik Sanagavarapu

Seconded: Roisin Murphy

The motion was put and **CARRIED**.

14. Any Other Reports

14.1. Report of the Publications Managers

RE: Printing Costs Honi Soit 2021

Please find attached the quote from Spot Press for printing Honi Soit in 2021. **Prices have also not been increased this year.**

I believe that the Honi Soit team would like to print 2000 copies per week.

The run was lowered to 500 during the covid lockdown, then increased to 1000 later in 2020.

Note: Short-run newspaper printers are quite rare these days with Spot Press being the only option in inner Sydney who offers both the very low price and turnaround required, thus there are no comparable options available. Spot have kept their prices low and maintained service quality for many years.

Hi All,

I have just returned from leave on 9th February and on that day Mickie told me he would be taking

Friday 12th and Monday 14th as leave. Mickie has not attended work today as yet, so I am not sure if he is taking additional leave today as well? As we are in a very busy time of the year, i've worked additional hours during the current pay period (4/2/2021-17/2/2021), to cover Mickies leave in this busy time and would like this to be paid instead of TIL. I have also reached the maximum allowable TIL.

In general our department needs to have a staff member working most days unless it is an unusually quiet time. As it is very common that I do not get any notice of Mickies leave, I would like to have a more streamlined process available for being paid to cover this leave so that I do not need to wait for exec meetings and/ or have it approved retrospectively each time. My suggestion is that I get paid out every time I cover Mickie's hours while he is on leave. This way it is only when it is necessary and if it's a quite time I will work only long enough to ensure there is nothing urgent pending.

Please approve the above and advise a solution.

Best Regards
Amanda LeMay

Discussion:

Amanda LeMay spoke to her report noting that this was 1000 more than last year but 1000 less than 2019. Recommended we keep an eye on how picks ups are going and adjust down if necessary.

Motion to move in camera

Move: Swapnik Sanagavarapu

Seconded: Lauren Lancaster

The motion was put and **CARRIED**

The meeting moved in camera at 10:53am

The meeting moved ex camera at 11:03am

THIS WAS NOT IN THE RECORDING?

Motion: that the report of the Publications be accepted.

Moved:

Seconded:

The motion was put and ?

15. Other Business

There was no other business

The meeting was declared closed at 11:05am