



src activism
advocacy
representation

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**Students' Representative Council,
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MINUTES of the 5th meeting of the Executive Committee, 94th SRC, held on 29th April 2022 in the via Zoom.

PRESENT: Lauren Lancaster (Chair), Emily Story*, Alana Ramshaw^, Grace Lagan^, Daniel Bowron, Nicole Yang.

Apologies: Mikaela Pappou

Absent: Tiger Perkins, Celestia Wang, Yunshu Chen

Minutes: Julia Robins

In attendance: Ehsan Jahanandish

Meeting Opened: 11:08pm

*^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 Mikaela Pappou

The apologies were noted.

3. Minutes

Minutes of the meeting of the Executive held on the 23rd March 2022 were distributed.

Motion: that the minutes of the 23rd March 2022 be accepted.

Moved: Lauren Lancaster

Seconded: Grace Lagan

The motion was put and **CARRIED.**

4. Business arising from the minutes

There was no business arising from the minutes.

12. SRC Legal Service Report

Ehsan Jahanandish gave a verbal report

- Continuing the legal service as before

- Influx of immigration inquiries
 - Particularly for returning international students who have been stuck overseas
 - And student who have needed to extend their stay to complete their studies due to covid.
- A number of DV and AVO matters, these have increased from the past
 - These are taking up the majority of our workload at the moment
- Also increase in storage facility damage issues and housing assistance requests

Discussion:

Lauren Lancaster asked about the AVOs and are the students we are helping getting AVO or the protected person more?

Ehsan Jahanandish both parties are often students, we usually represent whoever comes to us first.

Lauren Lancaster asked what sort of awareness should the SRC be doing? Adding if putting something in Honi would assist

Ehsan Jahanandish noted that many students they are in contact with are international students it clear that the AVO is not criminal charge, but breaching them is, is important, as charges can impact their future visa applications. Promoting people to get counselling and support if they are stress or distressed to prevent them getting involved in situations where it escalates and ends up a violent interaction. And adding that it is important the students get in touch if they need advice on a AVO

Lauren Lancaster suggested we get some information translated and asked what languages do you suggest.

Based on recent cases Ehsan Jahanandish recommended Mandarin and Hindi.

Grace Lagan asked if the recent increase in DV cases had taken the caseload over what is expected?

Ehsan Jahanandish noted that the increase in Visa inquiries was expected, but the DV cases have been above the usual and increased the overall expected caseload.

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

Moved: Lauren Lancaster

Seconded: Daniel Bowron

The motion was put and **CARRIED.**

5. Workplace Health and Safety Report

Since taking over from Mickie as WHS officer recently and being in the office I'm finding a few issues I think need to be addressed and solved. I would like some direction on how to handle these situations.

1. Office Bearers/collective members wanting to access the SRC without swipe card access. This is an everyday occurrence.

To get swipe card access all staff and students are required to provide proof of double vaccination via the WHS and forms training form. How should I deal with those students wanting to gain access without swipe card access without them completing the form or providing the above information?

According to our swipe card policy, students who have swipe access are allowed to bring anyone into the SRC within their supervision.

I recently spoke to Lauren about this. She doesn't want anyone in the SRC that is not double vaccinated. The policy is contradictory to the current need for proof of vaccination and I need guidance on how to manage this.

2. In my position as admin assistant I don't feel comfortable and feel I shouldn't be able to have access to the staff and students medical records to proceed with their swipe applications which has now been placed upon me within my role of processing swipe cards. I would request that this component be transferred to the President or Admin manager and they let me know when a student's swipe card application can proceed.

3. Recently a student was declined swipe access to the SRC. How should this student be formally notified of this?

We don't have a process in place that goes over rejected swipe card requests. How would you like this communicated to the student should that come directly from the executive and not a staff member?

Discussion:

There was discussion around how to manage swipe access and vaccination certificate checks. And the challenges of when staff are, versus when they are not, in the office and the consistency on which it can be applied.

Lauren Lancaster said she would write a statement from the executive on coming into the SRC without a swipe card and would take over checking vaccination status.

Grace Lagan asked about the email about alcohol in the SRC, and if it was triggered by a particular event.

Julia noted it was a general reminder, but alcohol is regularly found and there needs to be a clearer policy on alcohol in the office as the regulations only have it for meetings in the SRC but not just in general.

Lauren Lancaster said she would look into that as well at some point.

Motion: that the report of the Workplace Health & Safety Officer be accepted.

Moved: Lauren Lancaster

Seconded: Grace Lagan

The motion was put and **CARRIED.**

6. Correspondence

An email was received from the SAU about a complaint relating to the February council, the president proposed no more action be taken on the matter. The letter was not included as it included for confidentiality of the students mentioned in the letter.

The executive agreed to take no further action.

7. Report of the President

- 1) Elections
 - a) We need to make a final decision about this - Riki Scanlan is attending and will concur with my preference for in-person paper ballots supplemented by an online absentee voter option for those who cannot attend campus IRL. This is also well within SSAF limitations so no stress there.
 - b) Regulations - we need to pass the key regulations changes at the next council. Bar full constitutional reform, we need to specifically address bulk nominations and student ID requirements. I will just draft these over the weekend and send them next week for the June Council. Note that regs changes can only happen up til July council as they need to be passed before nominations open for SRC Elections.
 - c) Riki has suggested in a move that would be extraordinary, that perhaps we consider abolishing tickets. This would simplify elections massively - and make it more like the format of SUPRA. I don't really support this, but thought I'd raise it.
- 2) SSAF Infrastructure funding applications
 - a) Honi wants a new computer, and to reconfigure their offices so that they can all have a desk - this is good and we are drafting an application with them
 - b) I will also be applying again for a disability space - this is a ridiculous state of affairs, the USU hasn't been given any response from the Uni despite applying last year.
 - c) Also applying for kitchen and general space reno - this is failing a totally new office. We have heard that the Wentworth building has been granted commission to plan a whole new demolition and renovation, so I am not sure what that means in terms of short term renovations being approved, but we should ideally be entirely relocated.
- 3) Website
 - a) Going to give UKMSL the go ahead to start on core development. Pending what Riki says in this meeting, let's discuss the elections module.
- 4) Welfare survey

- a) Lorna and Sharon were in this week handing out chocolates on eastern ave with info about the welfare survey - I'll share around on our socials today and you should all add to your stories etc.

Discussion:

Lauren Lancaster spoke about the elections and said that Riki Scanlan would attend the meeting to speak about the format. Saying the what has been proposed is an in person paper ballot election with absentee voting being digital rather than postal votes.

Lauren Lancaster covered the main points of the report highlighting the need for better office facilities and improvements to the mould problem.

Motion to move the meeting in camera

Moved: Lauren Lancaster

Seconded: Alana Ramshaw

The motion was put and **CARRIED.**

Meeting moved in camera at 11:48am

Meeting moved ex camera at 11:56am

Riki Scanlan entered the meeting to speak about the elections.

Riki Scanlan asked if anyone had any questions about the elections and the process for this year in the hybrid.

Grace Lagan asked about what Riki thought the most important regulation change to make ahead of the elections.

Riki Scanlan said the the bulk nominations process would be of the most benefit and interest to council and main issue is that the complaints system needs to be revised. While it worked in online elections, it will be too unwieldy, especially for in person elections and ensuring fairness would be compromised.

Riki Scanlan added that the main challenge is getting polling booth attendants trained up as we've lost 2 years of people not getting training.

Riki Scanlan left the meeting.

Motion: That the report of the President be accepted.

Moved: Alana Ramshaw

Seconded: Grace Lagan

The motion was put and **CARRIED.**

8. Report of the Vice Presidents

Edcon

We attended the monthly SRC council meeting where Lauren announced our interest in hosting the Union of Students (NUS) Education Conference (Edcon) at USYD. Mikeala has been busy working on the application for tender in our bid to host the event which i think is pretty much complete now.

Foodbank

We have been corresponding back and forth with the USU to organize Foodhub. Most recently, we have discussed potential venues such as the International Student Lounge where we can run a pantry style foodbank as opposed to the previous hamper system. In order to hold the space we are working on an application for the infrastructure SSAF round which closes at the end of may - currently we are collecting testimonials and data from the previous service to make our case. We are also planning a face to face meeting with foodbank to discuss the potential of giving us free products, otherwise we will have to use residual funds to purchase from them.

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

Moved: Lauren Lancaster

Seconded: Alana Ramshaw

The motion was put and **CARRIED.**

9. Report of the General Secretaries

Staff Selection Committee

Grace sat on the committee to appoint a fixed term admin manager with the President before the mid sem break. Details surrounding the candidate of choice will be discussed in-camera at this meeting.

Meetings with other Office Bearers

Constitutional Working Group

We have been working with the SLC, the President, and other interested students to update the constitution. Also of importance is regulation changes prior to the opening of nominations for the 2022 SRC Elections. We will be working closely with 2022 (and 2021) EO Riki Scanlan to implement their recommendations and other important updates coming from the 2021 elections.

OB Meetings

We organised and Alana chaired an OB meeting in Week 8. We will be working to increase attendance in coming weeks in order to increase inter-department cohesion and ensure expectations of OBs are being met.

Activism

We have attended a slew of activist meetings and rallies since the last executive meeting, including the WoCo-organised NDA in response to the release of NSSS results in late March, the NUS Education Officer's NDA in support of free education ahead of the federal election, and EAG meetings and forums building for the staff strikes in the coming weeks.

We'd also like to flag upcoming actions including:

- May Day (May 1)
- The pre-election climate strike (May 6)
- Student contingent to the Usyd pickets (May 11/12)

It would be excellent to see members of the exec there.

Lauren Lancaster spoke about the acquittal and that a couple of projects didn't get completed and wanted to redirect those funds to things that were not approved in the last SSAF application such as increasing Honi Soit editors pay for the rest of the year and other projects like extra hours for moving content over from the old website. Asked that in accepting this report the Executive also accept those funds being transferred.

Motion: that the report of the General Secretaries be accepted including moving unused funds to new projects.

Moved: Lauren Lancaster

Seconded: Daniel Bowron

The motion was put and **CARRIED.**

14.1. Report of the Education Officers

- Building for the strike
 - Asked the SRC to be shut down for the strike days (11th and 12th May)
 - Encouraged everyone to attend
 - Asked for the strike materials to be put on SRC social media platforms regularly in lead up to the action
 - Asked the exec to post them as has limited time to chase these things up
- Need more Calico for the SRC ask for \$91 funding for calico

There was general support to shutdown for the strikes

Motion: that the report of the Education Officers be accepted with all included funding and the shutdown days.

Moved: Lauren Lancaster

Seconded: Alana Ramshaw

The motion was put and **CARRIED.**

10. Report of the Administration Manager

- OB new computers are in, I will be in the office next Tuesday to install them.
- Air purifiers are here and the first 9 were for the people returning to the office and to trial them, I will order more shortly so that all the offices have them.

- SRC audit is complete and has been presented to President and General secretaries. They will be taken to the next council meeting for presentation.
- SRC Acquittal has also been signed off by the auditors and sent to the University.
- Lauren and I are now working on getting left over funds from previous years reallocated to new projects, this will be done hopefully in the next 2 weeks.
- Capital funding is closing on the 30th of May so we need to work on getting that to the University soon too. We need to have a plan of what we would like to ask for.
- I am currently covering Hani's role while he is on leave, helping to finish all the submissions to the university as well as trying to wrap up as much work as I can. I am also preparing manuals and training documents for the handover/training of the new person. As this is going to take considerably more time than my usual working hours I am requesting that I be allowed to accrue TIL beyond the 1 week limit that is in place. I will use this TIL as part of my paternal leave so that it doesn't affect anyone else's work.
- Laura is organising a office clean up day to make the space more usable again, she will be sending more information on this to the OBs closer to the date. I will also ask for Executive funding for a skip bin to throw out large items once we get a quote. If you have any ideas or would like to help please contact Laura.

Cheers,
Chitra Narayanan

Discussion:

Chitra asked if there were any questions, there were none. Also spoke about the clean up and asked for everyone to get involved.

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

Moved: Lauren Lancaster

Seconded: Alana Ramshaw

The motion was put and **CARRIED.**

11. Report of the Casework and Policy Manager

- Library Exam Ready Program meeting with Sally Chik, we are co-presenting with SUPRA, a session we're calling You ~~Can't~~ Can Ask That.
- Ongoing issues with special consideration delays. Currently about 2 or 3 weeks, which is concerning considering the timing with mid sem exams. Also, a concern that with the Job Ready Graduate package, the uni is meant to mitigate the likelihood of avoidable fails for students, which would include efficient student processes including special considerations. If they are not able to cope now, how are they going to cope with the end of semester surge in special consideration applications. We are asking Lauren to continue applying pressure on this matter at committees and her fortnightly meeting with Uni heads, as well applying pressure with our standing meeting with Tanya, the manager of spec con.

- We have some concerns about a scam that is pretending to be a casework service, like the SRC, where students pay for advice on academic appeals, academic dishonesty, and misconduct matters. Unfortunately, the advice is often a bit incorrect and based on policies and procedures from other unis. We will continue to raise awareness of the casework service and would find it helpful if student reps did the same.
- We hope to get a new database soon. We're still waiting on a meeting with Macumen to see what they can offer. I am also waiting on a response from MSL to answer the questions I have with their proposed database.
- We have started doing the welfare survey. I'm working with Mickie to set up the mailchimp to email students who have previously accessed our services as well as reps and some additional contacts Lauren collected. Sharon and Lorna have also been on campus doing a face-to-face promotion which has been quite successful so far.
- We've been in contact with the Student Life team who now look after the bursaries and loans. We are going to do whatever promos we can with them at the beginning of the semesters to get as many students applying as possible.

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

Moved: Lauren Lancaster

Seconded: Grace Lagan

The motion was put and **CARRIED.**

13. Approval of Payments

13.1. Invoices

Education: \$3825 250 T-shirts

13.2 Reimbursements

Monica McNaught-Lee (Wo.Co):	\$105.00	Printing to promote Nurses Power forum
	\$98.90	Food for the Nurses Power forum
Christian Holman (Honi):	\$403.61	Upgrade of transcription software (12 months).

Motion: that invoices and reimbursements be approved en bloc.

Moved: Lauren Lancaster

Seconded: Grace Lagan

The motion was put and **CARRIED.**

The meeting was declared closed at 12:26pm