



src activism
advocacy
representation

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Students' Representative Council,
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MINUTES of the 10th meeting of the Executive Committee, 94th SRC, held on 13th September 2022 via Zoom.

PRESENT: Lauren Lancaster (Chair), Mikaela Pappou*, Emily Story*, Alana Ramshaw^, Grace Lagan^, Celestia Wang, Daniel Bowron, Tiger Perkins, Yunshu Chen.

Apologies: Nicole Yang,

Absent:

Minutes: Julia Robins

In attendance:

Meeting Opened: 3:05pm

*^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 Nicole Yang,

The apologies were noted

3. Minutes

Minutes of the meeting of the Executive held on the 28th July 2022 were distributed.

Motion: that the minutes of the 28th July 2022 be accepted.

Moved: Lauren Lancaster

Seconded: Alana Ramshaw

The motion was put and **CARRIED.**

4. Business arising from the minutes

There was no business arising from the minutes.

5. Workplace Health and Safety Report

We now have some slight progress on both Zip Tap replacement and the ongoing Mould issue. After today's conversation with Stephen Jago, I'm confident it's moving forward so fingers crossed it won't be much longer.

The report of the Workplace Health & Safety Officer was noted.

6. Correspondence

7. Report of the President

The President had Nothing to report.

8. Report of the Vice Presidents

- Closing Food Hub during mid-semester break to give volunteers a break, thinking about a small cabinet to access some supplies while we are closed
- Mikaela Pappou is moving to Melbourne, and resigning as vice president – will organise this with Emily

Lauren Lancaster thanked Mikaela Pappou for her work this year and congratulations on the job in Melbourne.

Mikaela Pappou said this was more of a 'see you later' than a goodbye, thanked everyone for the year working together.

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

Moved: Lauren Lancaster

Seconded: Tiger Perkins

The motion was put and **CARRIED.**

9. Report of the General Secretaries

- Nothing new to report since council
- Best wishes to Mikaela Pappou
- Trying to help Emily Storey out with Food Hub.

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

Moved: Lauren Lancaster

Seconded: Daniel Bowron

The motion was put and **CARRIED.**

The Chari moved to 14. 1 Report of the Education Officer

14.1 Report of the Education Officer

Request for \$20 in paint makers for sign making

Motion: that the report of the Education Officer be accepted.

Moved: Lauren Lancaster

Seconded: Alana Ramshaw

The motion was put and **CARRIED.**

10. Report of the Administration Manager

Office re-opening

As of Tuesday 6 September, the SRC office is open to students on Tuesday, Wednesday, and Thursday from 9am-5pm.

Budget Forecast

I have done a Budget update at YTD August 2022 (please see appended budget outlook) report). The report also shows forecast expenditure and variance to budget at 30 November.

At this stage I am forecasting an overall unexpended funds of \$53,800.

Early on-boarding of new caseworker

With Lauren Pringle leaving in February, I discussed with Casework and Policy Manager to bring on a staff earlier for onboarding. As the casework service is very busy and growing, it would be ideal to have someone up and running by the time Lorna leaves. Experience has it that it takes at least 3 months for a new hire to become competent. It is envisaged to have someone start in mid-November and be onboarded until Lorna leaves. This would mean two salaries for one position for about 15 weeks into the new budget year. I am proposing reallocation of \$29,500 of forecast unexpended funds for this purpose.

SRC Website Redesign

As the contract between SRC and MSL has been signed, may we have the following details:

- MSL contacts person – manager and tech lead
- SRC leads – Exec member and Staff
- Schedule of works - including cutover, data migration and training
 - Data migration time frame (if not done by November 2022, funds should be reallocated to 2023)

It appears that we are due to pay them about \$20,000 for the build and installation. Consider paying the licence fee upfront for next year since funds are available and we are unlikely to change a website within a year.

The report of the Administration Manager was noted

11. Report of the Casework and Policy Manager

It's been super busy, with workloads not likely to ease up anytime soon due to the continued intensity/complexity of the work, plus a few extra things, like introducing a new database. We really hope the uplift to base funding comes through because it is going to be rather challenging without it. We hope to hire someone full time to join the team giving us a total of 6 staff.

I hope to have selected/started creating the Casework file database by the end of next week. I think it will either be HubSpot or Thryv. It's been a bit of a journey with the different providers with different styles of applications, and the different options within them, but I think either one of these two will be good.

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

Moved: Lauren Lancaster

Seconded: Alana Ramshaw

The motion was put and **CARRIED**.

12. SRC Legal Service Report

There was no report from the SRC Legal Service.

13. Approval of Payments

13.1. Invoices

RPC:	\$200	For 2 events (\$100 each) for Pride and Consent Grant, r/w USU
RPC:	\$440	Live Model for drawing for Price and Consent Week event.
Enviro:	\$125	2 reusable A-Frames
Enviro:	\$165.38	12 books for the Enviro Collective Library to be kept in the OB room

13.2 Reimbursements

Monica McNaught-Lee (RPC): \$390.00 Max Black gift vouchers to give out as prizes.

Motion: that 13.1 invoices and 13.2 reimbursements be approved en bloc.

Moved: Lauren Lancaster

Seconded: Alana Ramshaw

The motion was put and **CARRIED**.

14. Any Other Reports

14.2. Report of the Publications Managers

SRC Elections

Overall rolling out well with Honi, Ballots and comms.

Public Holiday on 22 Sept required the need to update comms across the board. (Print, Scheduled SM, landing pages etc. etc.

UPDATES DONE:

- Elections page, and Voter Information page
- Full page ad in Honi
- Reuploaded Election Honi on issuu with new Polling Ad
- Web banner ads
- Posts (scheduled for 1pm today)

The Honi Soit Writing Comp went very well as the first post-covid event in 2 years.

- 12th annual competition with an alumnus of writers and Judges such as Lenor Taylor and Amelia Lester etc
- 2022 Judged by Ada Gunayadin and Madeline Watts
- Great student engagement with over 100 high-quality entries
- The event was a success with great attendance and was a beautiful platform for student writers to celebrate and be recognised
- Post-event publishing (Honi, honisoit.com and SM) and prize payment is all done

2032 comp

- We hope to run it in 1st semester (so not mixed in with SRC Elections timing). It was changed due to the federal election,
- Same format but will be much much easier to promote during semester while Honi is in publishing
- Most costs (prizes, venue and catering) are covered by donor and Sydney Uni. We just have a small budget \$750 + our time.

SAFF

Looking at the documents provided by Paula now. Amanda is away from Sept 22, so aim to get a good draft done while both Mickie and Amanda are here.

- We need to add a tech review and update of the Honi Site. We will keep the WordPress CMS (as its' suitable for a blog site), but we need some back-end upgrades done (PHP, security, database and theme). The theme can be very similar, but the current one is deprecated. Maybe cost 3-4K with a developer. But could be much less if all goes smoothly with the installs.

Honi Publishing

A few Autonomous editions coming in during 2nd semester.

We need to clean up how this is all done, as over the years autonomous editions have been added when collectives are really active and then it is assumed the following years there is an edition. Often the collective is less organised and it can be very hard to get anything done, training attend or deadlines met. The regs say we have Women's, Queer and Indig. I'd recommend adding ACAR as they are always very organised and produce a good edition. For the others, I think they should be 8-16 page inserts, which has the benefit of not taking away a regular edition and can be done anytime. The Question here is where is the budget for inserts coming from? Something for Exec to decide I think.

Lastly, the above is a suggestion, that i'd like the Honi Tean to have input on and be in agreement. I believe they are of a similar view, so happy to go with what they think. I've aske them to discuss at a meeting.

Student Promo

I've been receiveing content from Ed and Gen Set from time to time. This really helps. I also share from collectives insta and FB to our story when I can.

Motion: that the report of the Publications Managers be accepted.

Moved: Lauren Lancaster

Seconded: Mikaela Pappou

The motion was put and **CARRIED.**

15. Other Business

15.1 Staff Leave

Maher Sharon	3.5	2	10/8/22	11/8/22	TIL
Maher Sharon	5	1	12/8/22	12/8/22	TIL
Quick Micky	5	1	2/9/22	2/9/22	AL

De Silva Melissa	7	1	5/9/22	5/9/22	TIL
Klass Paula	7	1	7/9/22	7/9/22	Carer
Kitsos Laura	2	1	22/9/22	22/9/22	TIL
Lemay Amanda	17.5	3	27/9/22	29/9/22	AL
BawazirHani	14.5	3	27/9/22	29/9/22	AL
Robins Julia	5	1	29/9/22	29/9/22	Special
Schintler Max	28	4	4/10/22	20/10/22	AL and TIL
Kitsos Laura	2	1	31/10/22	31/10/22	Carer

Motion: that the staff leave be approved en bloc.

Moved: Lauren Lancaster

Seconded: Alana Ramshaw

The motion was put and **CARRIED.**

15.2 TIL increase request

Due to the excessively high workload currently I am unable to take TIL or maintain the usual 7 hour day. I would like to ask permission to accumulate up to 3 weeks of TIL, until the end of October.

Motion: that the TIL increase request be accepted

Moved: Lauren Lancaster

Seconded: Alana Ramshaw

The motion was put and **CARRIED.**

15.3 Swipe Access

Valerie Comino (QuAC) Collective member

Motion: that the swipe access be approved.

Moved: Lauren Lancaster

Seconded: Grace Lagan

The motion was put and **CARRIED.**

The meeting was declared closed at 3:53pm