

**University of Melbourne Student Union**

**Meeting of the Disabilities Committee**

**Minutes**

**Thursday the 7th September, 2023 at 2:15pm**

**Meeting 14 (23)**

**Location: Disabilities Lounge and Zoom if requested**

[Click here to join via Zoom](https://unimelb.zoom.us/j/88406250903?pwd=dXpXYnh0a1U5b2oyVWJaY25pRCtpZz09)

**Password**: 786924

**Meeting opened at** 2:16 pm

1. **Procedural Matters**
   1. Election of Chair

**Motion 1**: Adam Whitehead to be elected as chair.  
 Moved by Eleanore Arnold-Moore

Seconded by Morgan Sheather

Passed without dissent.

* 1. Acknowledgement of Indigenous Custodians
  2. Attendance

Adam Whitehead

Morgan Sheather

Eleanore Arnold-Moore

Madeleine Salisbury

Della Johnston

Visitor - Matt

* 1. Apologies

Anishaa Jeyakumar

* 1. Proxies

Della Johnston for Anishaa Jeyakmuar

* 1. Membership
  2. Adoption of Agenda

**Motion 2**: That the agenda be adopted as presented.  
Moved by Della Johnston

Seconded by Morgan Sheather

Passed without dissent.

1. **Confirmation of Previous Minutes**
   1. **Motion 3:** That the minutes be confirmed as a true and accurate record.   
      Moved by Eleanore Arnold-Moore  
      Seconded by Della Johston

Passed without dissent.

1. **Conflicts of Interest Declaration**

Adam and Alice are being reimbursed money.

1. **Matters Arising from the Minutes**
   1. **SEDS review:**

We managed to push the deadline back by 2 weeks!!!!

We need to discuss the format and content of our Department’s submission, written and video? Any written documents and video editing will need to be done before end of next week. Adam to schedule a meeting with SEDS review panel for the committee to meet with the panel.

Create a shared google doc for committee members and officer bearers to create the submission from the department.

Aim to create a video if there is capacity for the team.

1. **Correspondence** 
   1. **Jessica Phillips from the Respect Initiatives**

In replacement of the compulsory module ‘Consent Matter’ from next semester, the University’s Respect Initiatives team is running the development of the Respect e-learning module. Alice met with Jessica, the team’s Project Manager on Wednesday 30th August. Topics discussed include co-design and user testing, delivery formats, support for disabled students, exemption pathways, and accessibility. The meeting intended to initiate a series of conversations around the planning of the new e-learning module, and the needs of students with disabilities.

Morgan and Adam had a follow up meeting with Jessica on Tuesday 5th September. They reviewed the initial draft of the new module. Adam and Morgan will brief on this topic in today’s meeting.

Morgan Sheather’s brief - they seem amenable to including accessibility or addressing accessibility issues with the older module. Discussion was also had on broader aspects of the module, the tokenism of some aspects such as queer and disabled issues, but they were amenable to including more on these topics in the new form.

* 1. **Invitation to join a student reference group on Uni Student Wellbeing**

Melbourne Centre for the Study of Higher Education (CSHE) want a student to participate in their study. Details pasted below. Alice has enquired on whether one has to be a Melbourne Uni student during the 3-year study period, but please have a think about it if you want to join. Detailed invitation is attached at the end this agenda.

* 1. **Eva’s art project**

Eva’s art project aims to support the staff strike. The art piece itself is quite big and would require a considerable amount of time and effort to make. Given the purpose and the scope, it is not suitable to be run at the Department’s Arts Lab Collective. Despite being an amazing and creative project idea, the objective makes it irrelevant and inappropriate to run in collaboration with Disabilities Department as our budget needs to be spent on disabled student cohort. Alice suggested Eva to explore MUDFest and reach out to relevant staff strike organisers to seek support from.

1. **Office Bearer Reports**

**6.1 A very short report from Alice as they will be in the Elected Student Representative meeting (speaking about SEDS review) at the time of this Committee meeting. More updates to come in the next Committee meeting.**

* **Wednesday Arts Lab collectives/workshops**:

New faces started to show up at the Arts Lab Collective – it seems our sustained efforts in marketing and promotion is working.

* **Promotion for Department’s various activities:**
* A3 poster distribution by CME, with submitted and approved designs. Delivered for Ability Issue, Arts Lab Collective from last week. This week we will add in SEDS review and Disabilities Collective lunch posters.
* Social media (Instagram and Facebook), with collaboration with UMSU main social. Will ask other departments to re-post as well.
* Website: event page published for Week 5 Arts Lab Collective. We’re looking to fix the pages for all events and collectives in the next 2 weeks (if we’re able to).
* **Alice’s availability:**

As you might have noticed, Alice has been pretty annoying every Wednesday and Thursday with a lot of tasks sent to committee during the two days. Please don’t hate them for it, please!! Currently doing a final-year project and a hectic inaccessible internship, Alice is devoting their Wednesdays and Thursdays to do as much as possible for the Department as the officer. They are responsive for urgent matters and Council Meetings on Tuesdays and Fridays as well, but would appreciate to have other meetings and appointments that need their input done on Wednesdays and Thursdays (to prevent burnout).

* **SPECIAL THANKS TO OUR AMAZING COMMITTEE! WITHOUT YOU, THIS DEPARTMENT WILL NOT FUNCTION!**

**6.2. From Adam:**

Adam to speak to.

1. **Motions on Notice**
   1. **Motion 4**: To reimburse Adam $236.32 from event budget line for the expenditure of purchasing Obstacle Course prizes. (Note that in meeting 5 (23), we have passed in total $800 for Winterfest Obstacle Course).

Moved by Madeleine Salisbury

Seconded by Della Johnston

Passed without dissent.

* 1. **Motion 5**: To reimburse Adam Whitehead $275.13, Leslie Ho $286.83, Alice Zhao $12 for purchasing supplies for Winterfest Sensory Bottle making sessions. Among this total of $573.96 reimbursement, $300 is to be charged to orientation budget line, and $273.96 to be charged to event budget line. A breakdown of income and expenditures related to the Sensory Bottle making sessions is shown below:

Moved by Morgan Sheather

Seconded by Madeleine Salisbury

Passed without dissent.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Budget line | Money passed for Winterfest Sensory Bottle | Documentation | Money spent | Money remaining |
| Orientation | $300 | Emails between Disabilities and Volunteering Departments | None | $300 |
| Event | $800 for Winterfest collaborative events | Committee meeting minutes 5(23) | $100 for Candy and Colouring with Rowden White Library.  $300 that covers 50% of the jars costs (the other 50% was charged to Volunteering) | $400 |

1. **Other Business (Motions without Notice)  
   8.1** **The Ability Issue Update:**

We have quite a few submissions for various topics and in various forms. Pieces have been distributed to sub-editors, slowly moving into the collaborative editing process with sub-editors.

Aim to initiate work on the website or virtual and accessible version of the publication.

Increase awareness and promotion of the publication, especially aiming for more visual submissions and news submissions.

Co-ordinate potential audio recordings of the pieces by the authors.

1. **Next Meeting:** To figure out another time slot
2. Closed meeting at 3:12
3. **Invitation to join a student reference group on Uni Student Wellbeing**

*Hi there,*

*My name is Tracii Ryan and I am a Lecturer in Higher Education at the Melbourne Centre for the Study of Higher Education (CSHE). I am writing to ask whether you (or another student you nominate) would be interested in being a part of a student reference group for a research project funded by the Australian Research Council (ARC) titled Uni Student Wellbeing, which is investigating student wellbeing and academic experiences in Australian universities. This three-year project aims to increase universities’ capacity to support young adults’ mental wellbeing by investigating alterable factors that impact student mental health in Australia’s universities.*

*We anticipate that the student reference group will meet approximately once per year for the lifespan of the project (i.e., between 2023 and 2026), either in person at The University of Melbourne or virtually, depending on the preference of members. We hope to hold the first online meeting in the next week or so. We understand that students’ time is very valuable, and we will do our best to ensure that meetings are convenient and productive. We will also provide gift vouchers as a thank you for providing insights and participating in the meetings.*

*One of the priorities of this project is involving student voice at critical points in the project. We believe that with the support of yourself (or your nominee) and other diverse student representatives, we can develop a more comprehensive understanding of the needs and experiences of university students in Australia. As such, the reference group will play an important role in the project. Members of the reference group will be consulted at key points throughout the research process, providing feedback and suggestions on the research design, methodology, and findings. They will also have the opportunity to share their own experiences and expertise to help shape the project.*

*We are excited about the potential impact of this research project and believe that your participation (or that of your nominee) will be invaluable.*