

2.1. Minutes 4(24) & 5(24) (*emergency meeting*)

Motion 3: That the previous minutes be confirmed as true and accurate records of Meetings 4(24) and 5(24).

Moved: Della Johnston

Seconded: Matthew Denipitiya

CWD

3. Conflicts of Interest Declaration

4. Matters Arising from the Minutes

Morgan and Della gave the following updates:

4.1. Improving the Disabilities Lounge – restock and cleaning services (revisited)

4.1.1. An order was placed with Coles to restock on depleted supplies in the Disabilities Lounge, and make further progress on the existing but postponed plans from earlier in the year to improve the space. Focus for the remainder of this year will be to practically addressing the struggles many face for various reasons on ensuring adequate nutrition and hydration - especially during study sessions in the lead up to exams.

Lounge has been restocked with hydration salts, breakfast cereals, study snacks and some other essentials to help meet those needs.

4.1.2. We have previously approved the allocation of \$500 in the “General” “Repairs and Maintenance” under account number 03-60-675-3801 for the cleaning and rearranging of the Lounge [Meeting 4(24)]

Morgan has begun making enquiries into actioning this and obtaining more details for quotes.

4.1.3. A backup lounge cover seems like it would be a good idea so that the lounge isn't unprotected between laundering services if soiled.

Other suggestions and additions:

- Microwave
- Toaster
- Bluetooth Speaker
- Individual desk lamps.
- Plushies for the Lounge

- Finding a way to ensure the portable facilities are secure/lockable
- Electric hot water bottles for use both as sensory aids and pain relief
- Bookshelf from the university's reuse service
- Small photo printer or polaroid-style camera and photo as a community building tool
- Sensory pod
- Small fridge for people with specific dietary requirements

Della invited committee members to offer suggestions.

4.2. Other Programs

4.2.1. Morgan has reached out to Livingworks again regarding the previous discussions around MHFA training and ASIST training for OBs. This is pending a response.

She strongly suggested that the next cohort of committee members should actively pursue this training – so that they are able to handle disclosures appropriately and safely.

4.2.2. Given the raised profile presently around the discussion of harassment and misconduct, Morgan has also made some brief initial enquiries with local non-profit support organisations that operate in the Sexual Harm Response field and run Trauma-Informed Yoga programs. These queries are pending response, but are looking to see if it is possible to run a short program for those who may be feeling the impact of this.

4.3. Reallocation of Project Expenses due to external factors, and budget update

4.3.1. Given the delays we experienced this year and the late point in Semester 2 we were been able to get back into the swing of things, it's with great sadness that we are not able to proceed with the previous plans to produce The Ability Issue Vol. 2.

Morgan gave acknowledgement to committee members - This was such a wonderful initiative last year, to really amplify the voices and experiences of those in our community as well as making such important strides in pursuing the need for accessibility in publication. I (Morgan) want to take a moment before we officially hit pause on the project, to once again to really thank everyone who worked so hard to contribute to its success. Eleanore, Madeleine, Matt and Della put a lot of effort into trying to get things off the ground this year despite extenuating circumstances and I really want to acknowledge how much effort went into that even though we haven't been

able to see it through.

Moving forward, this leaves \$10,000 in the [3713] budget line (Printing - External) that we set aside for the publication production, to reallocate to another project.

Della noted that they and Morgan are trying to safeguard Eleanore's work in the google drive so that it is not used in an unauthorized manner.

4.4. Collectives

\$3215 remaining for the year in the Collectives budget line. Morgan suggested reallocating \$2000 from this budget line to the Programs budget line. This would leave \$1215 remaining from the current surplus to be reallocated.

4.5. Potential New Program – Exam Survival Kits

Discussions over the years of supporting and advising students in our community has repeatedly come back to community recommendations of certain products and/or software that poses significant affordability hurdles to those that need them most (especially during exams/assessment periods). Things like the appropriate use of noise-cancelling headphones, earplugs (such as Loops - given that earplugs are an allowable AEA option for some students, but are not provided), task management and note-taking programs/apps etc, and pain relief tools such as wearable electric hot water bottles to name a few.

Morgan has reached out to a business contact that may be able to facilitate a discounted price on a bulk order of any tech items through a major retailer.

Morgan is looking into how viable a survey would be, around any privacy concerns. To understand the needs of the constituency better, so that we can continue to focus our support efforts, identify key areas for future advocacy, and open the door to obtaining measurable feedback on the impact of different tools for inclusion in our Accessibility Masterdoc. Balancing the benefits of this with the sensitive nature of people's information will be important. Initial thoughts are that an anonymised survey would help accomplish that goal, but not help identify each student's needs. Further discussion and ideating required.

Morgan also intends to explore the potential for positive collaboration with SEDS - particularly around exploring any capacity to extend a trial of existing licenses (eg: Glean via Notetaking) to help students connect to and familiarising themselves with the resources already available.

5. Correspondence

5.1. Good news and bad news:

Bad News first:

Upon gaining access to the emails and accounts Morgan found some unpaid accounts for the purchase of gift cards from Readings at the end of last year's OB term.

Good News:

We have chased this up and organised for it to be sorted out in the next pay cycle, apologised profusely, and have 10 x \$30 gift cards to our name!

5.2. Speaking From Experience Project

Another unfortunate email to miss in the downtime for our Office. A representative from the Sex Discrimination Team at the Australian Human Rights Commission had reached out hoping to hear thoughts and advice from those in demographics that are overrepresented in workplace harassment statistics for the "Speaking From Experience" project. Morgan has nonetheless reached out to touch base and see if the project is still taking online submissions and query any avenue for contribution.

5.3. Electoral impact on disabled students

GSA had reached out prior to the Student Elections hoping to collaborate on measures to help protect and assist Disabled Students during the election period. It's a shame we didn't get to see the message in time, but we could offer valuable advice for future reference and Morgan has initiated discussions around the benefits of a Trauma-Informed approach to campaigning, and the benefits this would have on helping students feel safe on campus.

6. Office Bearer Reports

Morgan: Just a quick one for the both of us! It's been a very big first week, and we are still catching up on a lot of things. It's exciting to get Collectives back up and running, and start moving towards new ways to help out the community given the difficulties faced in providing the more practical supports we had intended throughout the year.

A full load-down on where things are at has been detailed in the agenda for reading over!

Thank you everyone for supporting us and for what turned out to be a really incredible discussion during the meeting to elect us as the Disabilities Officers until the end of November. Everyone spoke so brilliantly and it's inspiring as always to be surrounded by such dedicated and amazing humans.

(P.S: Whoever left the little "Thank You" note on the cupboard next to the Study Snacks Housekeeping note, it made my day! Thank you. - Morgan)

Della: Hey everyone, thank you for bearing with us during what has been a decently long meeting, we just want to get on top of things now so that we're not rushing to catch up as much later.

I know that we've only got two months to try and get a lot done, and I don't want to put

any additional pressure on you all, especially after how tough this year has been. However, I did want to extend the option, if anyone has something small that they would really like to happen then please let me know, I want to make sure that this is still about what the committee is passionate about and wants to do.

If anyone would like a more comprehensive or specific rundown of where things are and where we want things to be going, please drop by or shoot one of us a message. I don't want it to feel like me and Morgan are doing things and then telling you all what is happening, but I also don't want to make anyone feel like they have to contribute if they don't have the capacity to. Much love, and I hope everyone is doing okay with assignments, exam prep etc.

Another goal for this year is to get Disabilities books into Rowdy's catalogue so that their availability can be searched up, and hopefully to encourage accountability of students borrowing books from the lounge. It's also a cool thing to collab on. Also hoping to get book covers so that the books are more durable.

Motion 4: To accept the Office Bearer Reports en Bloc.

Moved: Matthew Denipitiya

Seconded: Eleanore Arnold-Moore

CWD

7. Motions on Notice

7.1. Food for weekly collectives

Motion 5: To approve spending \$2000 within tag "Collectives" under account 03-60-675-3839 "Programs", this is for catering upcoming collectives at the Disability Lounge.

Moved: Eleanore Arnold-Moore

Seconded: Victoria Qin

CWD

7.2. Stocking the Disabilities Lounge

Note: a quick Committee Meeting will be needed to compare (3x) quotes, that we will obtain, before purchasing assets for the lounge.

Further spend is for restocking the Disabilities Lounge and office with essential supplies, furniture, and tech e.g: polaroid camera/printer, storage solutions, misc stationery, colouring and activity books, bean bag filler, sensory tent, bluetooth speaker, secure plugs/locks for tech, charging solutions, electric hot water bottles, spare lounge cover, coffee-making supplies and restocking the study snacks throughout the remainder of the semester.

Motion 6: To approve a further spending of \$3000 within tag "General" under account number 03-60-675-3352 "Consumables & Supplies".

Moved: Madeline Salisbury

Seconded: Matthew Denipitiya

CWD

7.3. Reallocation of Funds from "The Ability Issue" to developing another program

This program involves purchases to create 'Exam Survival Kits' or similar, with the aim of improving accessibility and equity in academic participation and examination (including the self-management of conditions that impact participation), and assisting in the development of skills and accumulation of resources to support students with disabilities. These might include noise-cancelling headphones, earplugs, pain-management tools, app licenses, study-aids, fidget toys, identity pins and lanyards, book vouchers, water bottles etc

We may also need a very quick meeting once quotes have been obtained for larger purchases to document thorough adherence to procedural policies.

Motion 7: To approve moving \$10,000 from the [3713] (Printing - External) budget to the [3839] "Programs" budget line, under account 03-60-675-3839, within tag "General".

Moved: Matthew Denipitiya

Seconded: Victoria Qin

CWD

8. Other Business (Motions without Notice)

9. Next Meeting

15th, October 2024 @ 3pm.

Della suggested an informal catch up for committee members to see each other's faces.

10. Close

Meeting closed at 4:14pm.