



University of Melbourne Student Union
Meeting of the People of Colour Committee
Agenda
5:00pm, Friday the 11th of December 2020
Meeting 1(21)
Location: Online via Zoom

- 1. Procedural Matters**
 - 1.1. Election of Chair
 - 1.2. Acknowledgement of Indigenous Owners
 - 1.3. Attendance
 - 1.4. Apologies
 - 1.5. Proxies
 - 1.6. Membership
 - 1.7. Adoption of Agenda
- 2. Confirmation of Previous Minutes**
- 3. Conflict of Interest Declarations**
- 4. Matters Arising from the Minutes**
- 5. Correspondence**
- 6. Office Bearers' Reports**

Introduction: 2020 Wrap up

From Day 1, we've hit the ground running! For the past week and a half, we've been attending inductions and attempting to wrap up the year with the publication of Myriad, the department's annual magazine, and use a portion of the remaining money from the 2020 budget in anticipation of the year to come.

Myriad: Issues, outcomes, and payments

Unfortunately, when it came to Myriad, we've faced a few problems. We've met with the editors of and learnt that the publication has a very low number of submissions due to the lack of advertising by our predecessors, and so we've decided to briefly extend the deadline of submission to the 14th of December. We have also shared to Facebook media collective channels and updated Myriad's sub editors and collective on the situation. Due to the aforementioned reasons, this year's edition of Myriad will be in a 'zine format. Furthermore, the editors have not been paid by the previous office bearers. We've met with Goldie Pergl to discuss this issue and managed to avert this crisis and sort out their contracts; all that is needed is to pass the money to pay for their remuneration

2020 Budget: Summer Welfare Packages project

Aside from Myriad, we are also focusing on utilizing the remaining money from the 2020 budget for several reasons. Firstly, we are collaborating with the Welfare department to create welfare packages for those affected by the pandemic. The ‘Summer Welfare Packages’ project will consist of 150 personalised packages that will be sent throughout Australia to University of Melbourne students. We have made contact with the Design and Communications team to publicize the packs via multiple social media channels with a form for the students to fill in. UMSU Welfare will be purchasing the items for the packages and paying for it while we, UMSU People of Colour, are paying for the pre-paid mailers, recyclable protective packaging, and the labels. A team has been assembled for the packing process and the post-office drop off.

2020 Budget: Subscriptions

Secondly, given our plans for an initiative to create a People of Colour newsletter, we would like to purchase yearly subscriptions for MailChimp and Canva. The aim of the newsletter is to keep the People of Colour community at the University of Melbourne updated about our events and initiatives among other things. The details of this project have not been finalised as of yet, given that we are currently focusing on closing this year's budget.

2020 Budget: The Office

Finally, we’re looking into buying a few supplies for our office space for when we’re able to go back into the union. The items we plan to purchase for our office are subcategorized into the following categories: office supplies, community engagement, and aesthetic. The aesthetic category will cover items that will make the space more welcoming.

6.1. Accepting the office bearer report

Motion: To accept this office bearer report, and retroactively accept all hitherto submitted reports.

Mover: Mohamed Omer

Seconder:

7. Motions on Notice**7.1. Remunerating Myriad editors**

The previous office bearers have failed to pass a motion in council to remunerate the three Myriad editors with the promise of \$500.00 with 9.5% superannuation per editor.

Motion: To pass \$1642.50 from the ‘Myriad’ budget line to remunerate Myriad editors (\$547.50 each).

Mover: Emily AlRamadhan

Seconder:

7.2. Remaining 2020 UMSU People of Colour Budget – Summer Welfare Packages

We are collaborating with UMSU Welfare to provide personalized Summer Welfare Package to students of the university within Australia who have been most impacted by the restrictions

around travelling during the COVID-19 pandemic. The items in the Summer Welfare Packs will come from Flora and Fauna and will be personalised to the student's needs. The items will include a range of the following (depending on preferences): tea or coffee, chocolate or lollies, vegan mac 'n' cheese or vegan soup, banana chips or protein bar, hygiene products, stick deodorant, hair shampoo or body soap. While UMSU Welfare will pay for the contents of these packages, UMSU People of Colour will buy the pre-paid mailers [\$2273.25 for 150 packs], eco-friendly protective packaging [\$110.40], and the labels [\$47.92 for 4 packs of 40 labels], to be sent to Hue Man Dang of UMSU Welfare's house for packing.

Motion: To pass \$2431.57 from the 'Special Events' budget line to fund the purchasing of the mailing items for the Summer Welfare Packages.

Mover: Emily AlRamadhan

Seconders:

7.3. Remaining 2020 UMSU People of Colour Budget – Summer Welfare Packages Selection

Given the limited number of packages being distributed, our department, alongside UMSU Welfare, must select the recipients of the packages based on how they've been impacted by the COVID-19 pandemic. Therefore, the questionnaire will include the following questions:

- Personal Detail Questions
- Do you have any allergies?
- Do you have any dietary requirements?
- How have you been affected by COVID? (Living situation, finance, health, employment, education)
- How are you celebrating your break?
- Personal Preferences for Packages Questions

Motion: For UMSU People of Colour and UMSU Welfare committees to select the recipients of the Summer Welfare Packages in accordance with the UMSU Travel and Conference Policy.

Mover: Emily AlRamadhan

Seconders:

7.4. Remaining 2020 UMSU People of Colour Budget – Subscriptions

There are plans to initiate a newsletter for the UMSU People of Colour department and so user-friendly design and communication platforms are essential. Aside from being used solely for the newsletter, these platforms will be used for Myriad and general publicity. Therefore, we require a yearly subscription of MailChimp [\$624.00 per year] and Canva [\$167.88 per year].

Motion: To pass \$791.76 from the 'Myriad' budget line for yearly subscriptions of MailChimp and Canva.

Mover: Emily AlRamadhan

Seconders:

7.5. Remaining 2020 UMSU People of Colour Budget – Office Items

We may not be able to visit our office in person for a short while, but until then we need to prepare to move into the place and be able to make it welcoming in a short period of time in

anticipation of the students who will visit the space. We have plans to purchase regular office supplies, articles to be used for community engagement, and aesthetic decorations. Regular office supplies [\$95.82] will cover any supplies used for record management and ensuring that we are able to complete our tasks; Community engagement articles [\$261.60] will consist of games including puzzles, playing cards, and board games; Aesthetic decorations [\$111.49] will be limited to plants and plant pots up until we can see the space.

Motion: To pass \$468.91 from the ‘Collectives’ budget line for expenses relating to the office.

Mover: Emily AlRamadhan

Second:

8. Motions Without Notice

9. Other Business

10. Next Meeting

11. Close