

University of Melbourne Student Union



Office Bearer Reports  
To Students' Council 3(17)  
24.1.17

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## President Yan Zhuang

### **Key Activities**

#### **Volunteering program**

I am very excited to announce that UMSU will be launching its volunteering drive on Monday 23 January (fingers crossed). The drive will take the form of a page on the UMSU website on which all the volunteering opportunities currently offered by student rep departments will be compiled. This gives students a single point of access to explore all the ways they can get involved, and will hopefully provide exposure to departments who do not have as big a media presence. I have also been working with departments to solidify their volunteering programs for the year. I am hoping to promote the volunteering drive widely through social media. A promotional video is also in the works.

#### **NUS National Conference**

I attended the National Union of Students' National Conference on 12-16 December 2016 as a delegate. I have attached my report from this conference alongside my report.

#### **NUS President's Summit**

I will be attending NUS President's Summit from 23-25 January, held at the University of New South Wales, on behalf of UMSU. At this conference, I will be able to learn about NUS office bearers' plans for the year, and talk to other campus presidents about opportunities for collaboration. I am collecting a list of questions UMSU office bearers want me to raise at the conference and will also be ensuring that National Office bearers have contacts for their relevant UMSU departments.

#### **SSAF campaign**

I've been working with Communications to launch a new SSAF campaign, which will aim to illustrate to students active ways they can get involved in the Union and services it offers, all funded by the Union. It will detail how much of students' SSAF goes towards UMSU, and what concrete benefits they can get out of UMSU for that amount of money (e.g. 2 visits to the legal service, 10 yoga classes, etc). While raising awareness about what students' money is going towards, this will also hopefully be a good way to publicise departmental services and events. This campaign is aimed to be ready by Summerfest.

#### **Law students**

Myself and Yasmine were interviewed by De Minimis, the Law School magazine, on 18 Jan about our plans to engage with Law students and students south of Grattan St, as well as to get a feel of the issues law students have. This was a great opportunity to engage with an audience we typically don't engage enough with, and I hope to continue a dialogue with law students throughout the year.

#### **Academic Skills and Careers restructure**

Alongside the Education Departments, we have been working to ensure that the restructure to Academic Skills and Careers Services will provide students with better outcomes and that current services will not be diminished in the introduction of new ones. Last month, we met with representatives from the Academic Skills Unit, who have since submitted feedback during the consultation period, with the result that the final outcome for Academic Skills was improved.

We met with Maddy McMaster, the Director of Student Success on 19 January to raise our concerns about Careers (whether student facing services and one-on-one consultations will be continued, that students do not have extensive wait times and need to go through unnecessary in-betweens, that there will be provisions made to support international students who often face discrimination in the job market, etc). Maddy has stated that she will aim to provide us with a summary of how our concerns will be addressed before semester starts, so I will be following up on that.

I am also in the process of trying to obtain the statistics and survey results University administration claimed to have used as justification for these changes, and am in email conversation with Chancellery regarding this.

#### **Counselling services**

We were recently notified that the number of free counselling sessions offered by Counselling and Psychological Services has been reduced from 10 to 6. I have been investigating this issue, both by chatting to students who have been affected by this issue and through enquiring through official channels. I am in the process of setting up a meeting for myself, the Disabilities officers and Welfare Officers to meet with Orania Tokatlidis, the manager of Counselling and Psychological Services to discuss this issue, along with some other concerns which have been raised about the service, and to see if there is scope for running a campaign around it.

### **Media statements**

I have been working with a number of departments on media releases scheduled to go out soon: an UMSU response to the Centrelink debacle released on 20 January, a statement about the Sustainability Plan when it is released on 24 January with the Environment Department, and a statement regarding Australia Day due to be released on 25 January. I am also in the process of drafting a statement about the pill testing initiative to be released later down the track.

### **Other minor activities**

- I am scheduled to meet with a representative from the Melbourne Metro Rail Authority about the Melbourne Metro Tunnel Project, and will be especially focusing on how the project will disrupt students' experience on campus, particularly around Summerfest
- I am current investigating ways of setting up a regular UMSU stall on South Lawn, to be used by different departments over the semester to promote their events. This should be done by the time of next Student's Council
- Information from chancellery and from the Environments Officers about the impact so the University's planned construction work on the Systems Garden have had significant differences. I am still investigating this issue through correspondence with the relevant people in Chancellery

## General Secretary Yasmine Luu

### Key activities

#### **Students' Council**

Students' Council is a main responsibility of the General Secretary. As Councillors are aware, the budget was passed in the second meeting of Council, which was a spirited meeting full of debate. Students' Council is constitutionally bound to meet once a month when not in the academic period, and although things have slowed down, Council has much to discuss and work on to provide an excellent organisation to students.

#### **Summer Fest**

Summer Fest plans are coming along quite well, with all the departments gearing up for two weeks of representation. Whilst the first week of Summer Fest follows the more generic schedule of what was O Week, the UMSU Office Bearers have decided to have an UMSU Sleepover for students that might not be able to afford camps, aren't old enough or want to stay close to Melbourne. The sleepover will take place in Union House, and will feature student departments quite heavily. This event is being spear headed by the UMSU Activities department.

In addition to these plans, the *Guide to the Uni-verse* has been released and is now sitting around campus.

#### **Harm Reduction Policy**

After meetings with UMSU Legal, discussions about a Harm Reduction Policy, and potential procedure surrounding the pill testing kits, occurred.

I am currently drafting policy around an UMSU Harm Reduction Policy that will focus on both drugs and alcohol. This will work hand in hand with the drug testing kit procedure, and is a needed policy for students on campus.

I would like to thank Gulsara Kaplun and Nick Kent from the SSDP for allowing me to be a part of this process.

### Progress on action points from last report

#### **Volunteering Hub**

Due to the new year period, we haven't been able to have a Management Meeting and I have not been privy to any new information on the formation of the Volunteering Hub. As stated prior, the space can be an excellent zone to showcase UMSU's volunteering opportunities, and hopefully store the food bank in a more accessible way. This is very important to students and should be dealt with swiftly. It is unfortunate that funding for this project was not communicated properly, and this has caused administrative and design inactivity. More information will, hopefully, be communicated at the next Management Meeting upon the General Manager's return.

#### **Induction**

Following on from my last report, I began an evaluation form for Induction. Unfortunately, there wasn't an overwhelming response, but from the data presented it was fairly positive. It should be noted that Office Bearer's believed this induction could have been done earlier – or at least the Communications workshops surrounding Summer Fest could have been done as early as after the election results were released. It is important to create strong bonds in the office, and hopefully the officers had sufficient time to meet each other and produce, at the very least, a professional working relationship.

### Action points to be completed

#### **Website Updates**

After logging on to the UMSU Secretariat page, I realised there were a few links that were not displayed as well as they could be, which stops students from reading more about council. I have been working on fixing and updating the links to create a more consistent website for those looking for Council or committee minutes. I have placed all up to date information on the website now.

### **Committee Meetings**

It has been my personal goal to attend each committee meeting once this semester, to help the new OB's build their confidence, as well as upholding the constitution when running their meetings. I have, currently, only attended 1 committee meeting – that being from the Education department. This was done very well. I will consult with the autonomous departments whom I don't identify as, and will ask them if they would like my input or advice into their committee meetings.

### **Policy and Regulation Production**

The policy and regulation changes/production has been on my radar for some time now. Once Summer Fest is over, and we go back to our usual devices, I will focus mainly on these policies and regulations:

- Media Policy
- Financial Regulation changes
- Ethical Sponsorship Policy
- Harm Reduction Policy

Obviously, most of these policies and regulations will need to be done in conjunction with particular UMSU departments or with the introduction of a working group. Work is currently underway for these policies to be reviewed.

## **Activities**

### **Lydia Paevere & Jacinta Cooper**

#### **Key Activities**

##### **Summerfest**

With the introduction of Summerfest as the new orientation program, we have been working to bring the students some brand new activities and events to separate this from previous Oweeks. The biggest addition to Orientation that we have proposed is the Union House Sleepover, this will replace the Luna Park event which did not receive great feedback in the past. Our week 1 will be significantly busier than usual, to keep the hype of Summerfest across both weeks. As there will be infrastructure left from Shimmer Lands, we will take advantage of this, moving our Start of Uni Party to week 1 and have a large act at the Tuesday BBQ, currently in negotiations with Tkay Maidza. The festivities will continue with inflatable slides and other summer themes activities on South Lawn on Thursday.

##### **Union House Sleepover**

The sleepover will be a whole of union event but has been predominantly organised by the activities department given our experience with these kind of events. This will act as an accessible, alternative to orientation camps and a perfect way to introduce both new and old students to all that Union House and UMSU have to offer. Upon arrival guests will be fed BBQ meals with complementary soft drink, with the option to purchase their own alcohol. We have been in contact with bands and comedy acts to get entertainment for during and after dinner, unfortunately Sammy J and Randy were unavailable so we are looking into some other comedy acts. As shimmer lands will still be running, we will have to hold the BBQ and entertainment in Grand buffet hall and the west side of Union House instead of North Court. After the band, guests will be free to roam around Union House with a number of different activities on offer. There will be a disco in the theatre and possibly a roaming silent disco, movie screenings, a DJ in the bar, terrarium making, open mic word play, a scavenger hunt and radio fodder throughout the building. We also plan to have a number clubs in to do activities such as a 12hour board game, midnight snacks, sunrise yoga and stargazing.

##### **Start of Uni Party (SoUP)**

This year, we will be moving SoUP to Concrete Lawn as the stage, decking and bar from shimmer lands will still be set up there as well as the stage. As this is a much bigger space than North Court, we will invest in inflatable objects to fill the space and to bounce the light and sound off to create a more intimate and enclosed party feel. We are wanting to bring back the alcoholic slushies and also have all the other regular food and drinks. If there is rain, we will need to move to North Court as usual and this will run similar to SoUP's in previous years. As SoUP is only 5 days after the sleepover, we are going to offer discounts on tickets if both sleepover and SoUP tickets are purchased. We hope that moving SoUP forward a week won't affect sales as this has always been an event that sells out in the past.

##### **Tuesday Bands and BBQ**

This year we have been looking into having a range of diverse acts at the Tuesday BBQs, hoping to have many female headliners and culturally diverse groups and individual acts – Tkay Maidza, who is a woman of colour will most likely be our biggest act for the year! We are specifically looking to have 'themed' BBQs for the week of International Women's day and Diversity week. We are also introducing soup to the BBQs. This has already been made for the year and will be stored in the freezers in the Union House kitchens. This will provide a vegan option at our BBQs and will attract those who are sick of sausages or looking for healthier alternative. We need to change supplier for cider as our current supplier no longer provides bottles and have also discussed the possibility of getting alcoholic ginger beer as another beverage option.

##### **Volunteering**

We have also invested a lot into our volunteers for this year, providing RSA, SFH and keg training. We hope that this will make our events safe, and also provide many students with a pathway to get involved with UMSU as the activities department reaches a lot more students than many of the other departments. We hope that this will be a great way for students to engage with UMSU and feel included in the UMSU community. We also would like to help out other departments who have a lack

of volunteers as many of our volunteers were keen to involved in all aspects of UMSU. We plan to have a volunteer induction day for everyone to get to know each other. In the past the volunteers have mostly come from only a few different friendship groups, however, this year we have received a huge interest from students outside of these circles. We think that this is a really positive thing and hope to expand the activities and UMSU community.

**Budget Expenditure (2016 Budget – passed by council)**

<b>Meeting Number</b>	<b>Meeting Date</b>	<b>Item Description</b>	<b>Amount Passed</b>	<b>Budget Line</b>	<b>Comment</b>
2(17)	7/12/16	RSA and Safe food handling training, merchandise for o-week, promotional outfits, volunteer shirts.	5250	2016 Special Projects line	This was to use the remaining funds from 2016

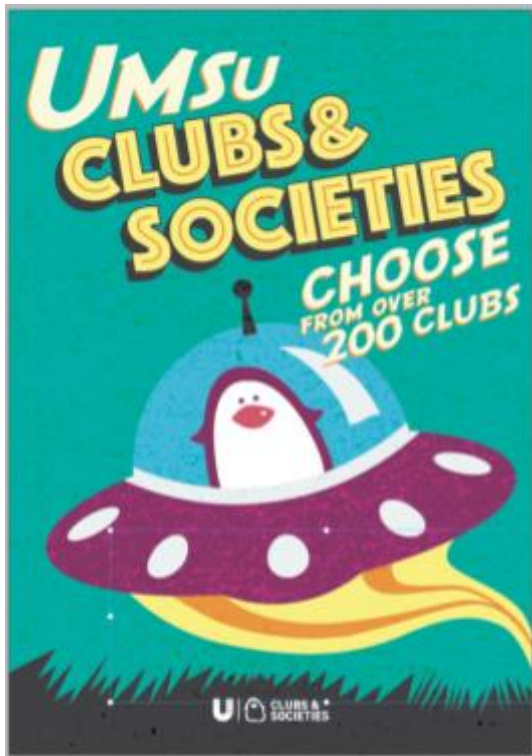
## Clubs & Societies

### Gulsara Kaplun & Kayley Cuzzubbo

#### Key Activities

##### **Branch out**

'Branch out into UMSU' is a new initiative by the C&S department that aims to connect clubs with relevant UMSU departments. Each office bearer was asked to provide a short description of the opportunities that they would have to offer clubs and what clubs could offer them. Clubs were then presented with a short profile of each department and asked to opt in to collaborate with those that they found relevant. So far we have the participation of almost fifty clubs, with every department having at least six interested clubs.



Clubs guide 2017 cover

##### **Clubs guide**

We received 210 responses to our clubs guide typeform, so only 7(!) clubs didn't respond. This means that we will have an unusually complete clubs guide for 2017, with every club having contact details and a description listed, and only a small handful of new clubs not having logos listed. After several rounds of changes, we've ended up with a cover design that perfectly captures the vintage science fiction aesthetic we were after. We've received the final draft of the guide from comms so all that's left to do is to check it thoroughly for errors and send it to the printer.

##### **Policy**

###### Sponsorship

We've started work on implementing a policy regarding appropriate sponsorship contracts, in order to protect clubs from unscrupulous businesses. Working together with legal, we've developed a comprehensive policy that will involve C&S collecting copies of any sponsorship contracts for clubs going forward and referring them to legal advice services if anything appears amiss.

##### Camps

We have managed to arrange a meeting with Safer Communities to organise camp welfare trainings for 2017, where we will set a training schedule.

We had a meeting with the Chancellery to discuss policy for first year faculty camps. They are suggesting that a risk register for camps (which they will compile) be incorporated into the camp welfare training; that first year faculty camps with alcohol become 18+ events, with some proof of age mechanism; and that six paid positions be created for 'wellbeing officers', who are graduate students hired by the University to attend camps and provide activity reports to their relevant faculty.

##### Future Plans

###### **Summerfest**

###### Tuesday stall

The C&S department is planning on running an event for Carnival Day, on the Tuesday of Summerfest. We will have a marquee where we will hand out club guides and cardholders, and will be running a 'new clubs sampler', with three or four newly affiliated clubs under a second marquee.



### Expo

On the Wednesday and Thursday of Summerfest, we will be running the usual clubs expo on South Lawn. We have assigned clubs to days and are currently processing payments for electricity and pinboards as they come in.

### UH sleepover

We've invited clubs to take part in the Union House sleepover by either collaborating with existing events such as the group dinner or by running their own events. So far, we have about a dozen requests for clubs to participate with various events.

### **Exec wiki and messageboard**

We've ported all of the information from previous exec guides into an exec wiki. Over the coming weeks, we'll be updating the information to reflect the current regulations, and writing some new sections entirely. There is a lot of work to be done, so this will be the bulk of the next few weeks for us. A messageboard will be incorporated into the wiki, we will likely be launching it shortly after we launch the wiki.

### **Budget Expenditure**

<b>Meeting Number</b>	<b>Meeting Date</b>	<b>Item Description</b>	<b>Amount Passed</b>	<b>Budget Line</b>	<b>Comment</b>
1	9/12/2016	Enamel pins	\$2,100.00	Special Projects	From 2016 budget
1	9/12/2016	C&S T-Shirts	\$750.00	Special Projects	From 2016 budget
1	9/12/2016	Silicone cardholders	\$6,000.00	Special projects	From 2016 budget
1	9/12/2016	Clubs guides 2017	\$6100.00	Orientation	From 2016 budget
1	9/12/2016	Shipping for pins, tshirts, cardholders and guides	\$250.00	Special projects	From 2016 budget
1	9/12/2016	Typeform	\$450.00	Advertising	From 2016 budget

## Creative Arts Harriet Wallace-Mead & Sara Laarena

### Key activities:

### Major Events:

#### Festival Planning:

- **Summerfest:** The Creative Arts office has invited student music groups to perform live across week 0 of Summerfest, including, but not limited to, DisColourNation, UMMTA, Ring of Choir and Jai Leeworthy. We will be running craft stalls during VCA's own mini-festivals, as well as our regular Creative Arts Collective on the Thursday of Week 1. During the sleepover we are also running various workshops, as well as a craft and chill space.
- **POP! Wait A Minute:** This festival encourages surprising and unexpected encounters with art around campus, as you can expect to see pop up works in a range of site specific, installation based and performance art works scattered about the foot traffic of the University. The festival runs from the 20<sup>th</sup> March – 14<sup>th</sup> April.
- **MUDFEST:** A biennial festival of student art running in a one-week program (August 22<sup>nd</sup> – 26<sup>th</sup>) of cross disciplinary works including performance, live music, visual and live art, dance, and for the first time in 2017 student film screenings. In 2017 Mudfest will be contained to areas around Union House, utilising the Uni Bar as the festivals' hub where small exhibitions of works will also run throughout the week.

As the Artistic Directors of the festival, we are currently developing the holistic theme and design of the week-long event, which is looking at reflecting the tenuous climate of change which the world is currently facing. The Creative Arts office will employ student creative producers to work with students in developing new works, with mentorship opportunities creating a process of skill sharing and development. Following past precedent, our goal is to make all works involved in this festival both accessible for people living with a disability and environmentally sustainable. The Creative Arts office hopes to collaborate with the other departments within UMSU to ensure a greater outreach of student involvement with the festival and UMSU as a whole.

- **GRANTS:** The Creative Arts Office sets \$10,000 aside for Artwork Development Grants for Melbourne Uni students and alumni. Any student can apply for up to \$500 per grant round, with five rounds of grants rolled out over each year. In applying for a grant, the Creative Arts has set precedent for considering applications which specifically account for the works' audience and cast/crew accessibility, and have an environmentally sustainable approach. The 2017 grant rounds are set for:

23<sup>rd</sup> March

25<sup>th</sup> May

20<sup>th</sup> July

7<sup>th</sup> September

12<sup>th</sup> October

### Regular Events:

- **Ensemble Assembly:** The student theatre semester launch party is an evening for networking, celebration, meeting collaborators and celebrating the shows to come. This night is co-hosted with Union House Theatre and encourages a sense of connection within the student community. Semester 1: 2<sup>nd</sup> March
- **Creative Arts Collective:** This collective offers a relaxed, pressure free environment for people to meet, collaborate and make craft. Previous sessions in 2016 saw the Arts Office

collaborate with Suzan from Arts and Entertainment, as she facilitated screen printing sessions with the collective, and other times provocations for creating works were inspired by the Arts Officers. This Collective is valuable to students in the community who may feel there is a gap between ‘creating’ and the heavy student theatre community. In the future the Arts Office looks to provide more facilitated sessions; skill sharing and fostering a relaxed environment to develop artistic skill.

- **Life and Botanic Drawing:** Life and Botanic drawing sessions alternate fortnightly during semester, with a diverse range of professional life models and botany artist Andrew Seward facilitating the sessions with the Creative Arts Office. The sessions are free to all Melbourne University students, and act as a vital opportunity for students in a no experience necessary setting to foster their artistic skills.
- **Pot Luck Open Mic Night (PLOM):** Pot Luck Open Mic night is a new event in 2017 which was inspired by a felt ‘gap’ between full grown production and scratch / work in development presentations. There was felt a need to make more available for student musicians, or students involved in one area of the arts who may want to experience and develop new skills in a relaxed, fun environment. The evening is a new scratch night for cross disciplinary collaboration and presentation of works such as live music, poetry, short fiction, script readings, performance art, comedy, dance, etc, in an inclusive space where ideas can be pitched and connections made. PLOM will be held on the following Thursday evenings throughout semester 1 in the Uni Bar:  

<b>16<sup>th</sup> March</b>	<b>27<sup>th</sup> April</b>
<b>6<sup>th</sup> April</b>	<b>18<sup>th</sup> May</b>
- **Talking Out Of Your Arts:** Tooya is a series of facilitated Q&A sessions for theatre productions presented at Union House, encouraging and opening up discussion in the theatre community about the works being presented, and their relationship with the wider social/cultural/political landscape. Tooya is organised with individual theatre groups and are programmed as often as the show season requests.

#### **Progress on assigned actions from last report:**

##### **Action #1:**

N/A

**VERDICT:** N/A

#### **List of action points to be completed by next report:**

**Action#1:** We will continue our Mudfest planning, with aims of releasing the Creative Producer call out by mid-February, ahead of Summerfest where we will be able to begin spruiking the festival / all events. We aim to stick to our timeline of Mudfest planning, ensuring a smooth 1<sup>st</sup> semester of events which will pre-empt and arrive at a large and successful Mudfest.

We will begin sourcing partner / sponsorships and have already been contacted by ASOS regarding potential partnership.

##### **Action #2:**

Following our first committee meeting in December we will look to confirm a time for our next meeting, within the week of the 23<sup>rd</sup> January, with the aim of being to organise the next 4 meetings in advance, following the release of semester 1 timetables.

**Action #3:** Begin working with the communications and marketing department on Mudfest branding. We are aiming to settle on a banner image soon so we can attach it to our applications and call outs.

**Action #4:** Finalise the updated arts grant application document and make it available online in preparation for opening applications in week 1.

**Budget expenditure since last report:**

There has been no budget expenditure in 2017.

**Other business**

We are taking recommendations for sponsor & partnerships across departments in UMSU and hope any students / Office Bearers will contact us with any ideas / offers to contribute towards the making of Mudfest.

**Disabilities**  
**Alston Chu & Cassandra Prigg**

**Key Activities**

Preparations for O-week are continuing. O-week represents an important opportunity for us to build a strong collective to guide and attend the actions of the department. Correspondence with various parts of the university and relevant organisations is being maintained. These connections will prove themselves to be important resources for both our ability to refer students to appropriate services, as well as for our ability to apply pressure in campaigns.

**Expenditures**

No more than 500 dollars was spent on various activity materials to be made generally available in the office as well as for use in events. These include board games, dot to dot booklets, and colouring booklets. As the booklets may be photocopied for repeated use, these form a bank of assets that will help improve the mental states of students well into the future.

**Actions**

Our committee meeting on the 27th should see the passage of an itemised department budget, as well as discuss the placement and content of our first campaign.

## **Education (Academic Affairs) Caley McPherson & Roger Samuel**

### **Key Activities**

#### **The Student Representative Network**

The Student Representative Network (SRN) have been appointed and contacted, with governance training due to be held in early February. We are working with Advocacy to get this organised, and are also getting the new SRN online portal and forum ready for use this year. We're excited to get it launched and all users engaged, so that our SRN members can report on university committees and advocate on students' behalf as effectively as possible.

#### **The Counter Course Handbook**

The Counter Course Handbook in 2017 will be published in two forms; print and online via our new website. We have been working with a talented web designer to get this up and running as quickly as possible, with the launch date tentatively set for early February. The printed edition will remain similar to years past, and is almost ready to go to print. We are encouraging subject review submissions now, via our Facebook page and reaching out through clubs take this chance to have your say! We encourage all students to submit a review of their favourite/most hated subjects, to build a strong resource helping all students in the future. Once the website is up and running reviews will be able to be submitted at any time directly.

### **Progress on assigned actions from last report**

#### **Academic Skills and Careers Services changes**

The proposed changes to the Academic Skills service have been resolved, with the same level of support remaining available to students. The Careers service is undergoing a complete restructure, and we have been in touch regarding future plans and changes. Along with the President, General Secretary and Education (Public) departments, we intend to stay involved at every step of the process to ensure that students are not neglected.

#### **Summerfest activities**

With Education (Public), we have been planning events and promotional materials for the orientation period. These will take the form of a stall with attached activities; a silent roaming disco during O-Week; a visit to the Potter Museum; a 'Human Library' opportunity to hear and share academic experience and advice, amongst others. We are also compiling a new Education Guide, with information about the department, student concerns and ways to get involved. Tote bags and other promotional merchandise will be ordered within the next week, and the Education Guide and printed version of the Counter Course Handbook will be sent to the Comms department and then to print on Sunday, January 22nd.

### **Action Points to be completed by next report**

By next report, we will have our printed materials sent to the Comms department and the printer; Summerfest merchandise ordered and events advertised; the Counter Course Online will hopefully be launched, and governance training for the SRN will be organised.

## **Education (Public Affairs) Daniel Lopez & Sinead Manning**

### **KEY EVENTS**

#### **Policy Engagement Program (PEP)**

We met with Stephanie DiBattista on the 7th December to discuss the structure of our new volunteering program. From this meeting, we have outlined the application process and training for the program. We also met with Communications & Media on the 9th December to discuss design.

PEP has been included in the UMSU Volunteering Drive, and advertising on Facebook began on the 16th January. Applications are through a google form, and applicants will be interviewed over the coming weeks.

#### **Student Success Changes**

The restructure to Student Success was discussed at Academic Board on the 8th December by Tom Crowley. On the 9th December, the NTEU staged an action which Sinead spoke at expressing the education department's dismay with the changes and the apparent lack of consideration given to the consulting period. The latter of these is implied by the fact that the final plan was released less than 24 hours following the consultation period closing. Despite an increase in the level required for Learning Strategists (Academic Skills), the finalised change plan will result in a loss of job and a loss of experience. The latter will significantly affect students who require specialised advice from Academic Skills, Careers, Global Mobility, and/or Student Advice.

The NTEU protest was attended predominantly by students, rather than professional staff. Which reiterates that staff issues, especially those that result in centralisation without specialisation, are student issues.

UMSU's main concern with the finalised change plan is the changes of the Careers department. With the restructure, the existing role of Careers Consultant has been made redundant, and services will instead be provided by advisors with lower level qualifications. Sinead wrote a statement on behalf of the President for Farrago regarding changes to the Careers department.

We met with Maddy McMaster on the 19th January to discuss the direction of Student Success, focusing on Careers. Whilst there may be a reduction in one-on-one careers counselling, it will still be available. Student Success will be focusing on small groups and the creation of networks and experiences to improve employability. We raised concerns about the potential loss of expertise and specialisation in the new model, as well as accessibility for financially disadvantaged students and the support offered to international students. As Maddy has been in her job for less than a fortnight, her responses were very generalised. She took note of our concerns and we will be meeting again in a month. Daniel spoke to the value of having not only experiences embedded in learning, but learning embedded in experience (for instance, internships that have educative components).

#### **Education Committee**

Education committee met for the first time on the 8th December at 5.15pm. The minutes will be available through the UMSU website once they are approved. Committee members were pleased with the budget, including the increase of money and amount given to the campaigns, projects, and special events line. There was some robust discussion, but all motions were passed (with some amendments). It's looking to be a great year with a wonderful committee.

#### **National Union of Students National Conference**

Sinead attended the National Union of Students National Conference from the 12th-16th December. Her report is attached.

#### **'Meet and Greet' with Deputy Provost Susan Elliott**

On 19th December, the President, General Secretary, Education (Academic), and Education (Public) OBs met with Deputy Provost Sue Elliott. This was a general meeting to broadly discuss our respective agendas for 2017. The closure of MUSUL, and the changes to the role of UMSU General Manager were discussed, as were the upcoming infrastructure changes (particularly the Melbourne Metro, Student Precinct, and Science Buildings).

From this, a number of Student Representative meetings have been set up, dealing with: Higher Education Policy; Major Projects (infrastructure); and Asialink & Diplomacy. These meetings will take place in late January 2017.

Sue Elliott highlighted several areas the university is keen to improve regarding students. These included improving orientation, issues around international student rights, increasing the friendships/relationships between local and international students, increasing English language support for both local and international students, and the peer support program (part of Academic Skills). Certainly, the Education (Public) Office can help with some of these issues, alongside other departments. In particular, we are looking to increase the available information around students' rights (such as the Working While Studying booklet).

The Policy Engagement Program (PEP) was also raised at this meeting. Sue Elliott offered to put the Education (Public) Office and our volunteers in contact with the University's Higher Education Policy Unit, and the Government Team. She also highlighted the Women in Politics program at the University.

### **Faculty Clubs Network**

We met with the Clubs Officers on the 19th January to discuss the Branch Out program, as well as the Faculty Education Network. We are excited to get to know education officers throughout clubs and societies. We are ensuring an open communication between clubs and the education department, facilitated through meet-ups, Facebook and the upcoming clubs wiki. We will be reaching out to the clubs that have already signed up to our department in the coming days.

### **Young Workers Centre Meeting**

Education Public is keen to create partnerships and explore ways of better advocating for student's right at work. The department has begun liaising with the Young Workers Centre, which is a one-stop-shop for young workers who want to learn more about their rights at work or who need assistance in resolving workplace issues. A host of organising and campaign ideas were discussed, including O-weeks stalls, workshops, organising meetings, camps, and assistance with on-campus campaigns for student's rights at work.

### **Victorian Education Action Network (VEAN) Meeting**

On the 12th January, the VEAN met to discuss the National Union of Students (NUS) Free Education campaign and upcoming NDA on March 22nd. This meeting was almost entirely attended by members of the Labor Party and Socialist Alternative.

At one point, a senior NUS representative criticised student media for its critical portrayal of the NUS and stated he would actively pursue student reporters in order to make them publish positive articles and advertisements. Sinead would suggest that improving the NUS would lead to better articles being published about it.

## **FUTURE PLANS**

### **General Education Forum**

The first General Education Forum is scheduled for the 30th March in Training Room 1. This will be an opportunity for PEP and SRN members, as well as the OBs, to present their work. As well as for students to come to us with issues and concerns. The General Education Forum will act as the Education Collective for 2017.

### **EdPub@Pub**



The first EdPub@Pub event has been scheduled for 5.30pm 2nd March at Tsubu. This is a chance for students to engage informally with the department. Future EdPub@Pub events will have speakers or themes as appropriate.

### Summerfest 2017

The education department has been planning events for Summerfest 2017. These include an education chill out zone, filming a fee deregulation short film, a papier mache Simon Birmingham (to play carnival games with), a stall with the Young Workers Centre, an excursion to the exhibition "Don't be too Polite: Posters and Activism" at the Potter on campus (with curator talks), a human library picnic, and a roaming silent disco during the UMSU sleepover. There will be a competition running throughout Summerfest too (What's in the box? Your art could be in the box!). We will also run regular events in week one such as EdPub@Pub, as well as PEP and SRN meetings.

- Education stall, with chill out zone, and carnival-game: 21st February
- Filming: 21st to 23rd February
- Sleepover silent disco: 24th February
- Young Workers Stall: Date TBA
- Potter excursion/coffee: 28th February
- EdPub@Pub: 2nd March
- Human Library Picnic: 2nd March

### EXPENSES

The following motions regarding expenditure were passed at the Education Committee meeting on the 8th December:

**Motion 7:** That the remaining money be moved from the 2016 Education budget to pay for tote bags and a DJ for the 'Dance Against Dereg' event, for Summer Fest/ O-Week.

**Motion 8:** That \$500 be moved from the Campaigns, Special Projects & Events budget line to pay for badges/buttons and edible giveaways for Summer Fest/ O-Week.

**Motion 9:** That \$1500 be moved from the Campaigns, Special Projects & Events budget line to pay for a DJ for the 'Dance against Dereg' event in Summer Fest/ O-Week.

**Motion 10:** That \$2000 be moved from the Campaigns, Special Projects & Events budget line to pay for an Education booklet for Summer Fest/ O-Week.

**Motion 11:** That \$400 be moved from the Campaigns, Special Projects & Events budget line to pay for magnets for Summer Fest/ O-Week.

**Motion 12:** That \$1000 be moved from the Campaigns, Special Projects & Events budget line to pay for desk calendars for Summer Fest/ O-Week.

**Motion 13:** That up to \$3,800 be moved from the Printing budget line to pay for the printing of the 2017 Counter-Course Handbook.

**Motion 14:** That up to \$3000 be passed from the Campaigns, Special Projects & Events budget line to pay for the creation of a new Counter-Course Handbook website, to advertise and to incentivise submissions.

**Motion 15:** That up to \$50 be passed from the Campaigns, Special Projects & Events budget line to pay for advertising of volunteering programs, particularly PEP through Facebook advertising.

**Environment**  
**Elizabeth Nicholson & Kate Denver-Stevenson**

**Key Activities****Summerfest**

We've been liaising with the community garden, bike co-op, food co-op, fossil free, the re-use centre, sustainable campus and the University to make the two week Summerfest program an ultimate extravaganza also coinciding with the Sustainable Living Festival.

**The System Garden**

We've been in touch with the University's gardeners as well as community organisers from the Australian Garden History Society as we plan our next steps moving forward. The University continues to promise not a tree will be removed, yet latest plans show 10% of the garden will be removed, including seven important trees. If the issue is not resolved soon, we will be planning to take action when semester returns.

**Sustainability Plan**

The Sustainability Plan will be released by the time council meets on Tuesday 24th. In the lead up we have been working closely with Fossil Free to figure out an appropriate response from UMSU. We are excited that the university is making such a big commitment to sustainability but our celebration is reserved as we await to see how the University will enact these targets, as a clear pathway for implementation has not been figured out.

**Budget Expenditure**

<b>Meeting Number</b>	<b>Meeting Date</b>	<b>Item Description</b>	<b>Amount Passed</b>	<b>Budget Line</b>	<b>Comment</b>
1	12/12/2016	Zine Stand	\$350	Special projects	Spent \$0!! Got one free from the reuse centre
1	12/12/2016	Stationary/Craft supplies	\$100	Special Projects	
1	12/12/2016	Food & Drinks for the Fossil Free end of year party	\$600	Special Projects	

**Indigenous  
Wunambi Connor & Marley Holloway-Clarke**

**Key Activities**

**2017 Strategy (inc. Overall Planning & Budgets)**

As the activities of the Indigenous department continue to grow it's important for us as office-bearers to recap on the programs we run and the goals we have. With this in mind we are developing a strategy to direct our activities for 2017. This will be presented to the Indigenous committee at the next meeting and will be included in the next Indigenous report for Students Council. At the end of the year when we wrap up and present our yearly report we will be using this strategy as a measure of our success.

**Orientation Activities**

As O-Week approaches, we have been busy preparing for summerfest and our Welcome activities to new students. Activities include:

- facilitating a workshop as part of the Indigenous Transition Camp run by Murrup Barak prior to O-Week
- Running a stall during Carnival day where we will have music, bean bags and ice blocks, as well as information and a photo display to challenge stereotypes of Aboriginality.
- Organising a Welcome (Back) BBQ with Murrup Barak to welcome new students and introduce them with returning students and Indigenous staff of the university. We will also be providing Orientation packs to students that will include:
  - stationery supplies
  - female hygiene products and condoms
  - perishable foods
  - a yearly calendar that includes dates important to Aboriginal and Torres Strait Islander people

**Departmental Resources**

With the small amount of leftover budget from 2016, we purchased a number of resources for the Indigenous department, including:

- stationery supplies and arranging printing costs
- cultural resources, including flags and an Indigenous map
- Sporting equipment for use during Indigenous University games training

**Progress on assigned actions from last report**

N/A

**Action Points to be completed by next report**

**2017 Strategy**

Present to Students Council

**Orientation Activities**

Finalise preparations for O-Week related activities

**Budget Expenditure**

Meeting Number	Meeting Date	Item Description	Budget Line	Expenditure	Comments
1	16/12/2016	<i>Orientation Supplies</i> - Stationery Supplies [Officeworks] - Perishable Foods, Female Hygiene Products, Ice	Special Projects and Events	- \$808.92 - \$834.28	2016 Budget

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		Blocks (Carnival Day) [Coles] - Indigenous Calendars [UMSU] - Condoms [Condom Man]		- \$748.00 - \$257.50	
1	16/12/20 16	<i>Department Resources</i> - Stationery Supplies [Officeworks] - Photocopying/Printing costs [UMSU] - Indigenous Map [AIATSIS] - Flags [Flag World] - Sports Equipment [Rebel] - Sports Equipment [Hart]	- Stationary  - Photocopying /Printing - Special Projects and Events	- \$272.62  - \$50.00 - \$39.75 - \$202.31 - \$550.81 - \$320.40	2016 Budget

**Media**  
**Alexandra Alvaro, Amie Green, James Macaronas & Mary Ntalianis**

**Farrago and Radio Fodder Applications**

The Media Officers finished our applications and interviewing process in December. We have taken on over 150 volunteers in positions such as subeditor, graphics contributor, campus reporter, columnist, radio producer, radio presenter and video producer. Following this, in the first week of January, we held four training sessions and social events with our volunteer team.

*Snacks and drinks for the volunteer training sessions and social events cost the Media Office \$220 which we are asking council to pass from our Special Projects/Events budget line.*

**Farrago Edition One**

Since closing submissions on the 8<sup>th</sup> of January, the Media Officers have been working on Edition One of *Farrago* which is set to come out mid-February. We received 60 written submissions for Edition One and we have been able to select 36 written submissions to be published by adding four additional pages to the magazine from previous years. Edition One will also feature up to 50 graphics submissions.

*The Media Office asks that council pass \$12,500 from our Farrago budget line for edition one printing.*

**Farrago Edition Two**

The Media Officers have opened submissions for Edition Two of *Farrago*. Sub Club and Graphics Club are two events that occur per print cycle that we run for our volunteers.

*The Media Office asks that council pass \$50 from our Special Projects/Events budget line to provide snacks at these events.*

**Radio Fodder Infrastructure Overhaul**

Radio Fodder has undergone an infrastructure overhaul over the summer with help from the IT and AV departments. Both our server and the equipment in the radio studio have been updated (fkn ayy). We believe this new technical infrastructure will give our radio volunteers the opportunity to learn on equipment that is of an industry standard.

**O-Week**

The Media Office will be partaking in both the Parkville and VCA O-Weeks. We will be running a zine-making stall and broadcasting Radio Fodder at the VCA O-Week and running an info stall, Radio Fodder listening parties, a *Farrago* launch party and open mic events during the Parkville O-Week.

*The Media Office asks that council pass \$500 from our Special Projects/Events budget line to provide materials for zine-making, snacks for our volunteers and pizza and drinks at our open mic night.*

**Expenses Summary**

Volunteer Training Sessions and Edition One Volunteer Events: \$220 from Special Projects/Events

Farrago Edition One Printing: \$12,500 from Farrago

Farrago Edition Two Volunteer Events: \$50 from Special Projects/Events

O-Week (Zine making, pizza, snacks): \$500 from Special Projects/Events

## People of Colour Ella Shi & Hanann Al Daqqa

### Key Activities

#### **Preparation for Summerfest**

Preparations for O-week are underway. We'll be handing out promotional tote bags and we've commissioned an artist to design them. The decision was made to approach an emerging artist of colour because this is a demographic we're passionate about supporting. We're also organising a movie screening and a piñata picnic, and there will be a launch for our collective in week one. This is shaping up to be a fun program with events that will appeal to students with different interests.

#### **Collaboration with uni faculties for Diversity Week**

We met with Amelia Terry, Students Diversity Officer from the Arts Faculty on the 12<sup>th</sup> Jan to discuss plans for 'Diversity Week'. This is an event the university is running alongside the Cultural Diversity Week organised by the Victorian Multicultural Commission. At the meeting, it was agreed our internal week would address all forms of 'diversity' beyond just culture and we're really pleased about this. We're in the process of contacting keynote speakers and drafting a rough outline of our plans to submit to Amelia. Students or departments that are interested in getting involved should contact us. This event will present an opportunity to promote UMSU through event marketing, and there are potentially funding opportunities from the university as well.

#### **People of Colour Collective and Race and Diaspora Reading Group**

We've booked rooms for the year for our regular events – everything is set to go!

### Progress on assigned actions from last report

#### **Anti-Racism Posters**

We have designed and put up anti-racism posters as directed at last Students' Council. We created three designs and printed a total of 74 A0 size posters. The total cost was \$927, below the allocated budget. The first 50 were put up by the specified date, and we've kept back 24 to go up just before Summerfest / semester begins.

### Budget Expenditure

Meeting Number	Meeting Date	Item Description	Amount Passed	Budget Line	Comment
1	20/12/2016	Stationery	\$100.00	Stationery	Spent \$87
<i>Passed at last committee meeting but not yet spent</i>					
1	20/01/2017	Tote bags production	\$2500.00	O-week	
1	20/12/2016	Stickers for tote bags \$149-169 for 1000	\$450	O-week	
1	20/01/2017	Social Media	\$60	Social Media Marketing	
1	20/12/2016	Summerfest events and items	\$2050.00	O-week	

## **Queer Evelyn Lesh & Blake Atmaja**

### **Key Activities**

#### **Passing of the 2017 Queer Budget**

The first meeting of the 2017 committee was held, and the budget lines for the 2017 budget were passed by committee. These were not included in the initial budget passing of the Student's Council, so I've attached a copy of the passed budget document to this report.

#### **Planning of Queer Summerfest activities**

Queer is putting on a picnic event for the queer community during the Week 0, tentatively planned to be on the Architecture lawns. We'll be looking to pre-package picnic baskets and blankets for the students, with the kits containing gluten-free and gluten-full food, demarcated so students can make an informed choice. We'll also be including colouring books and games so students can interact with each other.

#### **Planning of Queer Summerfest Main Event; Movie Showing**

Preparations are being made to host events during orientation, with our main event being a movie night showing on the Thursday of Week 1, utilising the Shimmerlands infrastructure. Inquiries are being made regarding food trucks and possibly running the event as a free event - or as an event with donations or pledges being made to queer focused groups or volunteering drives.

#### **Planning of the Queer Zine**

As is usual, we are planning on putting out a queer zine during Summerfest, which will be distributed both from our stall and at our usual events leading into the semester. We are looking at using a colouring book vibe; eg. line drawing so students can colour in pages and information, and distributing coloured pencils and pencil cases instead of the obligatory tote bags. This will hopefully allow students to absorb more information as they colour in, and regular use of the pencil cases will keep us in their minds during the semester. We are looking at getting pencil cases and pencils branded.

#### **Queer Department promotion of Midsumma Pride March**

The Queer Department is also looking at putting promotion through social media towards the Midsumma festival and its march; Midsumma has posters that will be put up on media and on campus. We are also looking at connecting with other communities in the queer space, eg. MQFF and radio.

#### **Collaboration with Women's and POC**

We're in the early stages of collaboration with the Women's department and the 'Girls Rock' group, who support incoming woman and queer artists. We're fairly excited to get involved with them as we need to support these emerging artists, so we'll be talking with them in the upcoming weeks to give them any help they need. POC has also put us through to a company called Switchboard, that seems keen to help students as a LGBTQI support service, so we'll be following up with them in the coming weeks as well.

### **Action Points to be completed by next report**

#### **Passing of Funds for Summerfest**

To hold another committee meeting to approve the use of special projects funds towards zine printing + artist commissions, and for acquiring materials (eg. pencil cases + sustainable coloured pencils, picnic goods) for student distribution during the Summerfest event. This will also include passing funds for queer space materials, and for the main event expenditure (eg. movie showing rights, hire of AV equipment).

#### **Passing of Funds for Collectives**

Hold meeting to pass the use of funds towards purchasing amenities for our weekly collectives and

regular activities (eg. Queer Lunch).

### **Continued Queer Space Maintenance**

To ensure the Queer Space is well stocked for incoming students in the new year, as well as during the sleepover event currently planned by the Activities office bearers. This will include resources such as condoms, art supplies, snacks, board games etc., as well as specifically buying more bean bags, pillows and blankets for the sleepover event itself, which can be repurposed later in the year if needed. Maintenance will also include materials and guides being available to students, appropriate guides such as the queer zine and posters such as pronouns whiteboard and traditional acknowledgement of the land.

### **Budget Expenditure**

<b>Meeting Number</b>	<b>Meeting Date</b>	<b>Item Description</b>	<b>Amount Passed</b>	<b>Budget Line</b>	<b>Comment</b>
2016, meeting 9	24/11/2016	(Money used by '17 Office Bearers) Amount allocated to buying materials, supplies and appliances for use in the Queer Space; used to buy cleaning materials, board games, kettle and water cooler	Up to \$2500 approved to use	Special Projects of 2016 budget	Only spent \$624.75



## **Welfare** **Teresa Gornall & Ryan Davey**

### **Foodbank**

After the break, we cleaned out the stored foodbank supplies which mice had gotten into. We then purchased new plastic containers to store the packs, as well as top-up food. We're looking to either get additional shelving in the space or move the foodbank stores entirely. The first big shopping trip will be next week and the packing session will be in February, the week before O-Week.

### **Welfare Handbook**

We've had the first meeting with Comms and gone through the 2016 handbook to ensure that all information is up to date. Comms suggested merging the handbook with publications from other departments, however, the OB's are happy with maintaining their departments individual works. We will be including a few extra sections on services offered by the Universities Campus Community program that haven't received a lot of coverage in previous years. There are still 500 copies of the 2016 handbook in the office so we will most likely be reducing the number in the order.

### **Summer Festival Events**

So far our events for the week are: Tuesday student services stall (ft. giant chess), Movie screening during the sleepover on Friday and a Saturday morning breakfast following the Union House sleepover. Throughout the week we will also be looking to implement a student assistance program. This involves volunteers walking around campus helping students with questions or even just having a conversation if they look lost or are by themselves. Volunteering floated the idea of "the Welfare Angels" but it's a bit corny. Please let us know if you have any ideas.

### **Regular Events**

Yoga, meditation and Zumba have all been booked with in with the instructors; the rooms with info. Welfare Collective will run every second Wednesday (even weeks) during Semester, the emailing list will be advertised and updated before O-Week.

### **Self Defence**

We are planning to start up women's only self-defence classes for semester 1. After looking around at potential instructors, we're leaning towards Andre of Self Defence Hub, who after a bit of digging seemed the best fit. We ran into some issues with potential instructors expressing victim-blaming tendencies and also found it quite hard to find a female instructor. As this will be run in collaboration with the Women's Department, it was important that it would be able to run as an autonomous event, in a space that women would feel most comfortable. These constraints did mean that we ended up going with a more expensive choice than anticipated, however are looking to merge budget lines with Women's to cover shortfall. This will be put forward to Women's committee. Our other options are to contact MU Sport and Safer Communities to see if there is potential for collaboration.

### **Volunteering**

Following meetings with UMSU's volunteering coordinator, we have mapped out our plan for the department in 2017.

### **Respectful Communities Meeting**

In December, we attended the first Respectful Communities Meeting between staff members from the University, Safer Communities and the GSA. The main topics discussed involved the setting of goals for the group to work towards throughout the year, as well as initial thoughts on a series of videos that Campus Community will be looking to release, as well as Respect Week 2017. These meetings will

be a great way for UMSU reps to raise issues and ideas with University staff throughout the year, so if you have something that you would like us to raise with them let us know.

**Budget Expenditure**

<b>Meeting Number</b>	<b>Meeting Date</b>	<b>Item Description</b>	<b>Amount Passed</b>	<b>Budget Line</b>	<b>Comment</b>
Meeting 1 - 2017	19/12/2016	Plastic containers for foodbank	Up to \$574 (remainder of 2016 budget)	Regular events	Spent \$200 on 7 plastic containers
Meeting 12 - 2016	13/9/2016	Top-up food for foodbank	Up to \$500	Regular events	Spent \$240 on foodbank food and drinks

## **Women's Hannah Billett & Anjana Abeyratne**

### **Key Activities**

#### **O Week/Summerfest Prep**

I've been working on making O Week/Summerfest as engaging and relevant to women students as possible. I've been working with the Comms department to create fun tote bags and book some big-name female musicians for a girlband gig. In addition, the department is looking forward to hosting a picnic on carnival day, a speaking event (hopefully with Van Badham!) later on in the week and amped-up versions of our regular collectives.

#### **Women's safety on campus**

Women's safety on campus will always be the heart of the Women's department. I am joining the Respect Week working group and have been engaging in preliminary discussions about how UMSU can work with the university on this project. It is important to the Women's department that the week is more than just symbolism and has a practical impact to improve campus safety. The Women's department has also been reaching out to MU Sport to engage with their policies for sexual harassment reporting and welfare on sport camps.

#### **Employment skills**

I've been working on establishing workshops to support women students in finding graduate jobs by boosting their confidence when interviewing and writing resumes. The issue with this is that most external service providers are priced for corporations as part of a professional development program. As a non-profit, this kind of expenditure is not something I'm comfortable with as it would swallow a large chunk of our budget. I am going to continue to investigate more affordable options but in the meantime, I will work with the Education Academic OBs to see if it's possible to run such workshops through the university career services, which are currently being restructured.

#### **Mentoring Network**

While this is Anju's portfolio, I've been doing some initial planning and preparation. We hope to start advertising for mentors and mentees next month. We also have interest from various alumni networks within the university about getting involved.

### **Budget Expenditure**

No spending since last council

**Burnley Campus  
Jessica Peeler**

**Key Activities**

**SummerFest**

BSA will be holding a stall at the Carnival Day at Parkville, where we will be handing out free plants and talking to students about the campus and elective subjects available.

In conjunction with academic staff, BSA will be helping to organise an orientation event for Burnley students on Wednesday 22<sup>nd</sup> February. We are waiting on staff (currently on holidays) to finalise times. We are organising bags with supplies to hand out to students (containing environmentally conscious items such as seeds and reusable drink bottles).

In the second week (1<sup>st</sup> March) we will be holding a joint event with the Arts Dept., including a botanical drawing lesson and picnic in the gardens.

**Community garden**

We are working to fix up the community garden that has been neglected for the last year. We hope to increase student involvement through regular working bees, and then to host gardening workshops. We think this would be a good way to give students additional hands on gardening skills, and to increase communication between them.

**Progress on assigned actions from last report**

N/A

**Action Points to be completed by next report**

**Finish planning SummerFest orientation event at Burnley**

The university is organising the more academic side of things, with formal orientation events in the afternoon and evening. BSA will provide catering, answer student questions and hand out bags.

**Follow up MIFGS tickets**

Jess to investigate possibility of group discount and best way to distribute tickets to students

**Irrigation at community garden**

To be completed by volunteers incl. Jess and other students

**Coffee machine**

Sarah (BSA) to organise getting machine attached to wall for security. Jess to research coffee suppliers and purchase beans.

**Week 1 event with Arts Dept.**

Need to organise details, including times and numbers. Waiting on availability of class teacher and will work around this.

**Budget Expenditure**

Meeting Number	Meeting Date	Item Description	Amount Passed	Budget Line	Comment
1	16/12/16	Food, alcohol, music, general supplies for SummerFest event	\$3,000	Activities and Events	Not spent yet
1	16/12/16	30 tickets for Melbourne International Flower and Garden	\$1,500	Activities and Events	Not yet purchased

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		Show (MIFGS)			
1	16/12/16	Plants, irrigation equipment and other garden supplies for community garden	\$500	General Operations	\$25 spent so far
1	16/12/16	Coffee supplies for coffee machine to be installed on campus (from 2016 budget)	\$1000	Supplies	Not yet purchased
1	16/12/16	Week 1 event, for food, alcohol, music and other supplies	\$2000	Activities & Events	Will probably be used for combined Botanical Drawing class/picnic with Arts Department on Wed 1 <sup>st</sup> March

**Victorian College of the Arts  
Nicholas Lam**

**Key Activities**

**Meeting with Communication Department about O Week.**

The VCASA has been recently meeting with Sophia Sourris from Comms to further discuss and finalise arrangements for the VCA mini Summer Fest. The VCA Summer Fest will include:

- 6 marquees a day, for 2 days
- Free BBQ for participants
- A stage with an open mic between sets
- Student bands playing a total of 4 sets.
- Involvement from VCA and Parkville based clubs

The VCASA will also be occupying a marquee over the two days. Any UMSU department who wishes to extend their outreach in VCA can send us pamphlets, hand-outs, gifts, trinkets, or tickets to their events and we can facilitate sales and distribution.

**VCA Orientation Week Camp.**

The VCASA has gained access to the VCA First Years' 2017 FB page, a page created by the VCA faculty for first years to interact. We will promote the camp through the page, amongst other channels.

The leader's meeting will commence on the 26<sup>th</sup> February, led by Christopher King from the VCA Ex-President's Society, and a representative from the Music Students' Society. Christopher King will also be acting on behalf of the VCASA at that meeting.

**Progress on assigned actions from last report**

**Monday Breakfasts for students**

The VCASA Committee has decided to lower the number of free meal sets in favour for increases budget per meal set until we can properly gauge the popularity of the program. We will also not launch the program until we are content that the supplier, the Queen of Hearts Café, can properly accommodate Muslim, Vegan, and Vegetarian options for students.

**Action Points to be completed by next report**

**Orientation Activities**

The next report will include reports about the success or failings of the orientation week activities organised by the VCASA, should Student's Council meet after O week.

We also hope to have the Monday Breakfast program running, and have firmly established our presence in the student population.

**Budget Expenditure**

<b>Meeting Number</b>	<b>Meeting Date</b>	<b>Item Description</b>	<b>Amount Passed</b>	<b>Budget Line</b>	<b>Comment</b>
1	8/12/2016	Podcast Equipment	\$2000.00	2016 VCA Special Events	Not Spent
2	8/12/2016	Transfer from 2016 VCA Special Events to 2017 Activities Budget	\$1000.00	2016 VCA Special Events	Not Spent
3	8/12/2016	VCA Summer Fest	\$4000.00	2017 Activities	Not Spent
4	8/12/2016	VCA O Week Camp	\$1200.00	2016 VCA Special Events	Not Spent