

**University of Melbourne Student Union**

**Meeting of the Welfare Committee**

**12pm, 19/12/2016**

**Meeting 1**

**Location: OB Space, Union House**

**1. Procedural Matters**

- 1.1 Election of Chair
- 1.2 Acknowledgement of Indigenous Owners
- 1.3 Attendance
- 1.4 Apologies

Committee Members: Stephanie Kee & Michael Bhatti

1.5 Proxies

Stephanie Kee to Alice

1.6 Membership

Zachary Power and Tamara Hunt have resigned from the 2017 Welfare Committee

1.7 Adoption of Agenda

**2. Office Bearers' Reports**

See attached

**3. Motions on notice**

- 3.1 Welfare Budget
- 3.2 Welfare Handbook
- 3.3 Brainstorming for Summer Festival
- 3.4 Stress Less Week
- 3.5 Respect Week
- 3.6 Committee Expectations
- 3.7 Other Business

**4 Motions without notice**

**5 Other Business**

**6 Next Meeting**

6.1. Most likely in early January, following Summer break

**7 Close**

**University of Melbourne Student Union**

**Report 1 from**

**Teresa Gornall & Ryan Davey**

**Welfare Officers**

**To the 2017 Welfare Committee**

**19/12/2016**

**Welcome to Committee**

Congratulations on being elected to the UMSU Welfare Committee for 2017! We hope that you all enjoy your time on committee and that it is a rewarding experience! Just a quick reminder that regular attendance at meetings is a requirement of remaining on committee. We will always endeavour to find a time that suits everyone, but if three **scheduled** meetings are missed in a row you automatically forfeit your position.

**The Budget**

Attached to this report is the draft budget. This is only a proposal that we are putting forward as the Department's OBs; as the committee you have final say. At the same time, we feel that this draft best reflects the work that we want Welfare continue and build upon, as well as new initiatives that we would like to pursue. If you have any ideas please let us know.

**Summer Festival**

The Summer Festival will be one of the most active periods for the Welfare Department in 2017. We will be running a stall during the UMSU day (probably the Tuesday), preparing show bags beforehand and most likely running a movie night. Any help that you can give us during the week would be immensely helpful, particularly with preparing the show bags.

**Respectful Communities Meeting**

On Wednesday the 7<sup>th</sup>, 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.

**Foodbank**

We've planned to go with Goldie to Costco in mid-December to do the shopping for the first round of food packs. Once we have purchased the food, we will schedule a food packing day in early January. Unfortunately, mice have gotten to our existing food packs so we had to throw out a large number of them. Goldie has recommended that we invest in some more heavy duty plastic boxes that they won't be able to get in to.



## Student Representative Department Budget Submission Welfare Department 2017 30/11/2016

### Notes on this Template

The purpose of this template is to provide a consistent basis of information on which determinations about the UMSU Budget will be made.

This template will also assist in ensuring that budget planning is more rigorous and that there is greater internal transparency in the UMSU Budget process.

For each **Department** the following information should be provided separately:

- A summary of the proposed Departmental Budget including income and expenditure, new programs or activities, or significant changes to programs and activities undertaken in the previous year.
- A Description of Revenue items – a brief, clearly stated justification for each revenue item
- A Description of Expenditure – a brief, clearly stated justification for each cost item
- The proposed **Department Budget**

Please note that there are 3 budget lines already in your budget – Stationery, Photocopying and Telephone. These are compulsory budget lines – your phone use will get charged to your Telephone budget line automatically, and your in-house printing to your Photocopying line.

Don't panic about these ones – we'll go through them with you next week.

## Welfare Department

### Summary

Much of this budget is similar to that of 2016. The two main inclusions are for the breakfast bar, self-defence classes and welfare volunteer training.

### Total Revenue

Nil

### Description of Revenue

Nil

### Total Expenditure

\$38,110

### Description of Expenditure

#### Breakfast bar

After looking at models from other universities, we have decided to pursue a Monday-Friday free breakfast program. One selected day (most likely Thursday) will remain as the normal cooked breakfast. Every other day of the week will have a self-serve breakfast in the level 1 student lounge space. Part of the additional money will be used to purchase toasters, kettles and microwaves for the space, and the majority will go towards the purchase of cereals, milk, bread and toppings for toast throughout the year, where items will be purchased in bulk where possible. This breakfast will only run during Semester.

#### Zumba, yoga and self-defence classes

Zumba and yoga classes proved popular in 2016 and are programs that we feel provide many benefits for student participants. We are looking to add women-only self-defence classes to provide another service for the benefit of students. The amount specified in this budget is from initial quotes but not final.

#### Welfare Volunteer Training

This addition comes after suggestions of how to make volunteering for the department more efficient. This budget line would be used to provide welfare department volunteers with trainings; namely Safe Food Handling and Level 1 First Aid.

#### Continued Budget Lines

Welfare Collective, Monday Mingle, Conversation program, Welfare Handbook, Stress Less Week, Summer Festival showbags and Winter Festival events expenditure amounts are remaining the same as they were in 2016. Food Bank has been given an additional \$200 to enable more packs to be put together for 2017.

<b>INCOME</b>	
	<b>N/A</b>
<b>TOTAL INCOME</b>	<b>N/A</b>
<b>OPERATIONAL EXPENSES</b>	
Breakfasts	20000
Welfare Collective	1000
Monday Mingle	1000
Conversation program	1000
Yoga (\$100 per class in 2016)	2400
Zumba (\$55 per class in 2016)	1320
Self-defence classes (Estimated at \$100 per class)	2400
Welfare Handbook	1800
Food Bank	1000
Stress Less Week	2700
Summer Festival showbags	1000
Winter Festival events	1000
Welfare Volunteer Training	1000
Photocopying/Printing	\$290
Stationary	\$190
Telephone	\$10
<b>Total</b>	<b>\$38, 110</b>

