

University of Melbourne Student Union

Meeting of the Welfare Committee

9:15am, 13/1/2016

Meeting 2

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
- 1.6 Membership
- 1.7 Adoption of Agenda

2. Office Bearers' Reports

See attached

3. Motions on notice

- 3.1 Money for initial foodbank purchases
- 3.2 Breakfast bar appliances
- 3.3 Welfare Handbook quote
- 3.4 Yoga mats

4. Motions without notice

5. Other Business

6. Next Meeting

- 6.1. Most likely in early February

7. Close

University of Melbourne Student Union

Meeting of the Welfare Committee

12pm, 19/12/2016

Minutes Meeting 1

Location: OB Space, Union House

Petition 1: That we the undersigned agree to petition a meeting of the Welfare Committee at 12:35pm on the 19th of December, 2016 to discuss all items on the agenda for the inquorate meeting of the welfare committee at 12 noon on the 19th December 2016.

Mover: Ryan Davey

Signed: Meghan Shaw, Nguyen Hoa My & Alice Smith

1. Procedural Matters

1.1 Election of Chair

Motion 1: That Ryan Davey be elected as chair

Mover: Ryan Davey Second: Alice Smith

CARRIED WITHOUT DISSENT

1.2 Acknowledgement of Indigenous Owners

So acknowledged

1.3 Attendance

Committee: Meghan Shaw, Nguyen Hoa My & Alice Smith

Office Bearers: Teresa Gornall & Ryan Davey

Observers: Gulsara Kaplun & Yan Zhang

1.4 Apologies

Committee Members: Stephanie Kee & Michael Bhatti

1.5 Proxies

Stephanie Kee to Alice Smith

1.6 Membership

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

1.7 Adoption of Agenda

Motion 2: To adopt the agenda as presented

Mover: Ryan Davey

CARRIED WITHOUT DISSENT

2. Office Bearers' Reports

See attached. All subjects in report were discussed.

Motion 3: To accept the Office Bearer Report submitted to committee

Mover: Ryan Davey

3. Motions on notice**3.1 Welfare Budget**

The 2017 Welfare Department Budget prepared by OB's and passed through student's council was presented to committee; each budget item discussed.

INCOME	
	N/A
TOTAL INCOME	N/A
OPERATIONAL EXPENSES	
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
Total	\$38, 110

Teresa and Ryan outlined the changes from the 2016 budget, as well as what was kept the same:

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

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 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.

This addition comes after suggestions of how to make volunteering for the department more rewarding. This budget line would be used to provide welfare department volunteers with trainings; namely Safe Food Handling and Level 1 First Aid. These will come in handy for volunteers during UMSU events as well as externally.

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.

Motion 4: To approve the proposed 2017 Welfare Department Budget

Mover: Chair

CARRIED WITHOUT DISSENT

3.2 Welfare Handbook

Potentially discuss including a section covering welfare related clubs.

3.3 Brainstorming for Summer Festival

The department will most likely be holding a breakfast the day following the UMSU Union House Sleepover Party.

3.4 Stress Less Week

Held in week 6, Semester 1 this year. Potentially look at holding it a bit later on in Semester to align with exams; a more fitting date for the event. Maybe week 12?

3.5 Respect Week

Planning for Respect Week will start following the completion of the Respectful Communities video series.

3.6 Committee Expectations

Ryan outlines requirements for committee members. If committee are able to help out at events throughout the year it would be greatly appreciated.

4 Motions without notice

Motion 5: To pass up to \$574 (the remains of the 2016 budget) on thick sealable plastic boxes for the food bank.

Mover: Chair

CARRIED WITHOUT DISSENT

5 Other Business

Gulsara Kaplun from Clubs and Societies is invited to speak about the drug testing kit initiative. While the Welfare Officer Bearers have completed the training, the policy needs to be approved by UMSU Advocacy and The University itself. UMSU finance is also yet to process the payment for the kits.

Motion 6: That upon approval by the necessary bodies (UMSU Advocacy and The University of Melbourne), the Welfare Officer Bearers will undertake the role of distributing the drug testing kits in accordance with the approved policy and guidelines.

Mover: Gulsara Kaplun

Secunder: Chair

CARRIED WITHOUT DISSENT

6 Next Meeting

6.1. Most likely in early January, following Summer break.

7 Close

Meeting closed at 1:24

University of Melbourne Student Union

Report 2 from

Teresa Gornall & Ryan Davey

Welfare Officers

To the 2017 Welfare Committee

13/1/2016

Foodbank

After the break, we purchased new plastic containers to store the packs, as well as top-up food. Over the break, the mice escalated their attack on the packs stored in the C&S area. We're looking to either get additional shelving in the space or move the foodbank stores entirely. The first packing session will be in February, the week before O-Week.

Welfare Handbook

We've had the first meeting with Comms and are going through the 2016 handbook to check that the information is still relevant. 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. However, because we will be adding a few extra pages, the order will still cost around the same as last year.

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.