

University of Melbourne Student Union
Meeting of the Burnley Student Association

Agenda

6 PM, 30.1.2017 Start time 6:07pm

Meeting 2

Location: First Floor, Student Amenities Building, Burnley campus

INQUORATE

1. Procedural Matters

- 1.1 Election of chair

Motion 1: That Jess is elected chair

Mover: Jess Seconder: Dan B

CARRIED WITHOUT DISSENT

- 1.2 Acknowledgement of Indigenous owners
1.3 Attendance – Jess, Sally, Daniel Brown, Sarah
1.4 Apologies
 Seam
1.5 Proxies
1.6 Membership
1.7 Adoption of agenda

Motion 2: That the agenda as presented be adopted

Mover: Jess

CARRIED WITHOUT DISSENT

2. Confirmation of Previous Minutes

3. Matters Arising from the Minutes

BSA response to changes to ADUH – Jess has drafted BSA response but will discuss with Burnley executive before publishing or bringing to Students' Council. Jess and Sarah to produce email template for students.

Action: Jess to email the email to everyone, and get group permission to send it.

Andrew from last year's BSA wants to sign to it.

Students' should be encouraged to send their own emails to Karen Day (Dean of Science) and Glyn Davis (Vice Chancellor).

Action: Dan to do facebook post about cuts to the ADUH.

Email from Ross saying that a film production company is hiring the SAB from 24nd Feb to 10th March 2017. This is for Ronny Cheng, International Student.

This is during O Week and into the first few weeks of semester and will likely disrupt student access.

Action: Jess to touch base with Ross and firm up details.

New student induction on the 22nd Feb for MUH and ADUH students.

Jess to research coffee providers. Meg to speak to food co-op?
Haven't heard from Meg regarding this.

Ross, Vicki and Frank always have keys to access buildings if needed.

Jess getting key for store room from Lia tomorrow.

Action: Jess to try and source further keys for access to the BSA office space.

Sarah – update on discussion with Frank re. attaching coffee machine to wall.

Sarah - Coffee machine will go where microwaves are, microwaves will move to shelves beside entrance door.

Jess waiting on response from MIFGS re. group discount.

Action: Jess to ring and follow up.

Do we have any students in the avenue of achievable gardens? Yes! Lu Nuonan.

4. Officer bearer's report (verbal)

Busy organisng O Week, went to the first UMSU Student Council meeting.

5. Motions on notice – to be sent to sub-op committee or deferred until next meeting

7.1 Kitchen supplies in SAB

7.2 Indoor plants workshop

7.3 Orientation day bags

Motion 3: To pass \$500 from the Supplies budget line for the purchase of two new microwaves, cutlery and other kitchen equipment as needed for the Student Amenities Building

Mover: Jess

Motion 4: To pass \$300 from Activities & Events budget line for an indoor plants workshop using plants already in the SAB, for potting mix, fertiliser, plants, pots and other materials as required

Mover: Jess

Motion 5: To pass \$300 from the Activities & Events budget line for the purchase of calico bags, drink bottles, seeds and other supplies to be distributed at the orientation day on 22nd Feb. So drink bottle, bag(?), a seeds, and a jumper for all students.

Mover: Jess

Action: Jess to speak to Goldie about if we can use a previous motion for the supply of calico bags?

Action: Dan to speak to Vicki about whether there are plenty of leftover Burnley drink bottles, pens etc under the stairs that we might give away to new students?

6. Motions without notice

7. Other business

- 9.1 Burnley stall at Carnival Day
- 9.2 Burnley orientation
- 9.3 Week 1 event with Creative Arts Department
- 9.4 Burnley secretary

9.1 Burnley stall at Carnival Day

BSA will have a stall at the Carnival Day on Feb 21st, where we will hand out free plants and talk to students about Burnley/elective subjects available. Volunteer interest? Jess, Sarah and Dan have raised their hands.

9.2 Burnley orientation

Orientation day on Wed Feb 22nd is being coordinated by John Raynor and Fred. Details TBC as they are on holidays, but it will be in the afternoon-evening and BSA will have a presence (possibly providing catering). We will chat to students about services available/what we do and hand out calico bags containing reusable drink bottles/coffee cups (need to decide which we want), pens and info.

Campus Tours would be super helpful for new students, once we get a timetable for ADUH and MUH students. Toilets, lecture halls, bike racks and tools, library, computer labs, lockers, showers etc.

Action: Jess to follow up to find out what we need to do for Orientation Day.

9.3 Week 1 event with Creative Arts Department

On Wed March 1st the Creative Arts Department is running a joint event with the BSA at Burnley, which will involve a picnic provided by BSA and a botanical drawing class provided by an artist hired by Creative Arts. Exact times are TBC. Any volunteers to help out? Need to advertise via Facebook.

Action: Jess to advertise to Burnley Students with signup form. There's only 30 places.

9.4 Burnley Receptionist

The uni has removed our receptionist for 2017, and the tasks that they carried out will be distributed to existing staff members. Calls to the campus will be directed to Creswick campus. BSA response to this?

Who do we speak to about this? Wait and see until semester has started?

Action: Sarah will start drafting an email about this.

Actin: Dan will put up a poster in SAB listing who the BSA reps are, and their student emails, and that students can contact representatives

Minutes should go up downstairs so that people know what we're up to.

8. Next meeting TBC

9. Close – 7:09pm