



University of Melbourne Student Union

Meeting of the Students’ Council

Student Office Bearer Reports

2:00pm, Monday the 22<sup>th</sup> of January, 2018

Meeting 3(18)

Location: Training Room 1, Third Floor, Union House

Student Office Bearer Reports	
President	Submitted
General Secretary	Submitted
Activities	Submitted
Clubs & Societies	Submitted
Creative Arts	Submitted
Disabilities	Submitted
Education (Academic Affairs)	Submitted
Education (Public Affairs)	Submitted
Environment	Submitted
Indigenous	Not Submitted ( <i>third missed report</i> )
Media	Submitted, <i>with Recommendations</i>
People of Colour	Submitted
Queer	Submitted
Welfare	Submitted
Women’s	Submitted
Burnley	Submitted
Victorian College of the Arts	<i>On leave</i>

*All Office Bearer Reports are presented as they were received, with only formatting changes.*

**President  
Desiree Cai**

### Key Activities

#### **Student Precinct**

The Student Precinct will be moving into its real development stage, and they’ll be coming to UMSU over the next year to get our requirements for the space, which is something to look out for. The project has appointed a Project Manager, DWCW, and are finalising the appointment of a lead architect, so we should be seeing more happening for the student precinct this year.

The early enabling works- that is, just initial construction phase where the project is demolishing some of the areas within the precinct, is starting on the 1<sup>st</sup> of February until around November. Buildings such as ERC, parts of Alice Hoy, and Sidney Myer will still be accessible. Unfortunately, the timing means that there will be works happening through o-week/Summerfest and during semester, they do have noise restrictions in place but there will be some disruption during that time.

#### **The Bar!**

Movement on getting the Bar open by O-week has well and truly started now. At this time, we have a likely name- The Ida, which we consulted with Student OBs to reach, which, at the time of writing has not yet been approved, but will be approved in Operations Sub Committee.

At this stage it looks like the bar will be open for some limited periods of time and a limited number of events during of o-week/first week of Summerfest, but not for the entire week, given that there are concerns because o-week has traditionally been a dry event.

#### **Summerfest/O-Week Planning**

The UMSU Guides have been printed and are now out on the stands in Union House. They’re very pretty and Comms put a lot of work into them, so take a look!

Summerfest planning is coming along, and there will be a range of events happening. All OBs and departments are doing a lot of great work.

#### **Budget Amendments**

There were a range of amendments to the budget proposed at last council where we passed the budget. I did not accept any of those amendments on that day, but hopefully they will be reviewed and moved at today’s council.

### **Other things**

We’ve had our first OB meetings, and we hope to continue these through the year to ensure that departments and OBs are aware of what is happening in and around UMSU generally, and hopefully we will be able to facilitate more inter-departmental collaboration.

### Progress of assigned actions since last report

Keep attending meetings: have done

Organise fortnightly OB meetings: done, we will have a more concrete schedule for these meetings when semester begins.

### List of actions by next report

Attend President’s Summit

Collaborate with Education on a comprehensive plan for upcoming year

Continue to attend meetings

### Budget Expenditure

N/A

**General Secretary  
Daniel Beratis**

### Key Activities:

#### **Key Activity 1: Students’ Council**

As Councillors may be aware, one of my main duties is to act as secretarial support for Students’ Council. We are also additionally obliged as per the Constitution to hold one meeting per month out of semester, which is why we are all here today. I have so far been successful in scheduling successive meetings of Students’ Council so that meeting times may be as reliable as possible and so that the Constitution and regulations may have the full power contemplated by them, and hope to continue this throughout the year. Additionally, after class selection has passed for most classes in mid-February, I will endeavour to create a schedule for Semester 1 so that as many Councillors may attend each meeting as is possible.

#### **Key Activity 2: UMSU Bar**

Following Council’s creation of the position of Bar Manager last year, a Working Group has been formed that includes the Bar Manager, myself, the President, the CEO, and other relevant members, with a view to opening the UMSU bar as close to Semester 1 as possible. The Working Group has thus far met twice, and continues to meet weekly in order to make this possible in a short timeframe. Pursuant to the tasks contemplated by the Working Group, I have thus far called a meeting of Operations Sub-committee, as discussed below.

### **Key Activity 3: Minutes and Agendas**

I continue to collate and, where relevant, publish minutes and agendas as they are circulated and completed. Most Committees have by now met and had their first experience of putting together minutes and agendas, and where needed I have assisted in this area. I continue to collect and publish minutes and agendas, and once again implore Office Bearers to please write their minutes.

### **Key Activity 4: Policy and Regulations**

Pursuant to last report, and as discussed in brief below, the Travel and Conferences policy is slightly delayed, but is currently awaiting review by the appropriate persons. I have also inquired with Human Resources as to both Volunteering protocols and a broader Policy Framework, as was contemplated by the 2016-17 Students' Council, and hope to start the ball rolling on these issues soon.

### **Key Activity 5: Operations Sub-committee**

As is required under C170.5, I must report on any meeting of the Operations Sub-committee. On Thursday the 18<sup>th</sup>, Operations Sub-committee met to discuss two departmental motions without notice, and two pieces of operational business related to the UMSU bar, being the naming of the bar and the alcohol supplier to the bar. After discussion, the motions without notice were carried without dissent, and Operations Sub-committee under C167.1(e) most preferred *The Ida* for name, and Lion and Nathan for supplier.

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

#### **Action Point 1: Minutes**

As foreshadowed, all minutes have been sorted and all 2017 minutes have been archived in the usual place on the UMSU website. Currently, Office Bearers are directly communicating minutes and agendas to me, which is currently working without trouble, although there may be scope for adjustments as Committee meetings become more frequent.

#### **Action Point 2: Policy**

I have incorporated most of the amendments made to the Travel and Conferences policy, and hope to have finalised that policy for Council's consideration by February. I also aim to establish Working Groups in relation to the Governance Review as contemplated by the 2018 Budget, so that conversations such as the one held in Meeting 1(18) regards Council reform may have a venue for debate.

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

#### **Action Point 1: Committees**

Now that the new year is in swing, my hope is that every Committee shall have met by next Council, with their budgetary allocations being approved and their Operations Sub-committee delegations passed. I have only visited a couple of Committees thus far – it is my hope that I will be able to visit more soon to ensure that the business of Departments is running smoothly.

#### **Action Point 2: Policy**

I aim, as foreshadowed above, to present the Travel and Conferences policy for consideration in February. Hopefully this can start a process of reviewing existing policy and introducing new policy, once there is more opportunity to take careful measure of what needs to be done.

### **Action Point 3: Council**

By next Council, it is my hope that a schedule until June be set for the meeting of Students’ Council and Operations Sub-committee, and that this will provide more clarity for Councillors, Office Bearers, and interested students as to when the Council shall meet.

## **Activities**

### **Alex Fielden and Jordan Tochner**

### **Key Activities**

Having passed the money for it in the last meeting, we have now set the dates for free RSA and kegger courses for our collective and are in the process of getting the numbers.

Summerfest organising is progressing slowly. The due date for Sleepover applications is Friday the 19<sup>th</sup> (for both departments and clubs) so after that we’ll be able to set a timetable and assign any additional jobs to departments which haven’t got back to us. We’ve received so many applications for so many really cool activities but are of course looking for more as there is 24 hours to fill. In terms of safety and accessibility, the Queer department have been super helpful with ideas such as creating unisex toilets in union house for the event and the Women’s department will hopefully help us in providing a list of resources we can post afterwards for anyone who needs them.

We’ve also been working closely with Comms to finalise the designs for Sleepover, Soup and St Paddy’s Day. We’re really excited about the marketing for these and aim to have them locked in by next council as well as have made a decision about what merchandise (at the moment we’re looking at quotes for envelopes for the Season Pass, an activities stamp and steins for St Paddy’s) we want. No update on the banner so far but the rough design we were given before last council we’re still really happy with

Working with Tony, we’ve also created a list of bands and an outline of what ‘infrastructure’ we’ll need for each of the events throughout the year. We will be meeting with AV on Thursday the 18<sup>th</sup> so will aim to have received quotes on any of the more experimental equipment we want and have made a decision on what we want by next council

### **Budget Expenditure**

Meeting Number	Meeting Date	Item Description	Amount Passed	Budget Line	Comment
None					

**Clubs & Societies**  
**Nellie Seale and Matthew Simkiss**

**Key Activities**

**Admin and answering club’s emails**

Once again most of our days are spent answering club emails from various questions on all club matters under the sun. We’ve been processing requests for new logos, assisting people coming in asking about affiliating new clubs, processing disaffiliations and much more. Its time consuming but also a large part of the job.

**Sponsorship portal**

We have just begun working on a sponsorship portal which will act as an interface between clubs and sponsors as well as using a set up similar to TAG but with all UMSU departments, collectives, volunteers and clubs which we are in the initial stages of discussion with comms about.

**Progress on assigned actions from last report**

**Orientation week planning**

All the information from clubs’ guide has now been collected and sent to comms and we have now received a draft of different styles for the guide to be so significant process has happened there.

The timetables for expo have also been adjusted to compensate for disaffiliated clubs and we’ve gradually been getting payments from clubs for their stalls.

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

**Constitutional and Policy workshopping**

The constitution has not been scrutinised properly in a while and updated to reflect current policy and procedure so we are planning on organising working groups for both the constitution and policy to update it. By next council we aim to have set up these working groups and begin work on it ourselves as a department.

**Updating documents**

We have begun updating documents on the UMSU website and executive wiki to reflect current practices, however much of this is on hold until university or UMSU services get back to us on what is happening with Room Bookings and Alcohol policy. By next council we hope to have answers to both questions so we can start informing clubs of the new systems. We will also aim to have completed the how to guide for some of the different types of events by next council.

**Budget Expenditure**

None.

**Committee Meetings**

Meeting Number	Meeting Date	Minutes Written?
1	8/12/2017	Yes, Unconfirmed

**Creative Arts**  
**Freya McGrath and Ashleigh Morris**

**Key Activities**

**Key Activity 1**

Continued preparation for Summerfest events.  
Ongoing preparation of our Botanic drawing class at the Burnley Campus.  
Consulting with UHT in regards to the Arty Party.  
Confirming details and planning our contributions to the UMSU Sleepover including our collaboration with the Enviro Department on an Environmental Disaster Haunted House.

**Key Activity 2**

Scheduling our events and workshops etc. for Sem 1  
Key ongoing scheduling of PLOM, TOTTSHOPS, Visual Art Classes

**Key Activity 3**

Holding our first grant meetings. Consulting with relevant staff in preparation for our first grant round closing March 16<sup>th</sup> e.g. Sandy & Alice from Arts programs.

**Progress on assigned actions from last report**

**Last Action Point 1**

Scheduled first creative arts committee meeting – Feb 5<sup>th</sup> 12pm  
Established contact with all committee members, set up a facebook group as an added channel of communication.

### **Last Action Point 2**

Botanic Drawing at Burnley campus locked in. Promotional material made by comms. Currently in contact with class facilitator – Andrew Seyward. In the process of establishing date & time with Andrew & James (Burnley rep).

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

#### **Action Point 1**

Setting up a meeting with Arts programs to confer on programming.  
Setting up a meeting with Susan Hewitt.

#### **Action Point 2**

Making agenda for our first committee meeting.

### **Budget Expenditure**

NA

**Disabilities**  
**Jacinta Dowe and Hien Nguyen**

### **Key Activities**

#### **Website Updates**

We’ve been writing draft additions to our community page of compiled resources for mental health. We are going to meet with Clare from Counselling and Psychiatric Services to discuss these pages to make sure they are accurate and worded appropriately, to optimally benefit students. We are also hoping to write a ‘Alternatives to Self-Harm’ page and potentially run it through comms, print and place it in bathroom stalls around campus.

#### **Australian Disability Network Promotion & Info Session**

We’ve organised a AND/PACE workshop for the 15<sup>th</sup> March. We have also printed some promotional material for them to put up in our notice board, and in our office and disabilities space.

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

Since the last report, we have calenderised and produced promotional material through comms for two upcoming events: SEDS info session and DisabiliTea, and completed our OH&S plan. We have had meetings with people from both SEDS and Advocacy to discuss their input to the info sessions. This project was set back slightly when we found out that the location booked cannot be confirmed until week one because it is a teaching space. Since



we’ve already put the location on all our promotional material this is a bit of an issue – Isobel is trying to find a backup location and see if she can get confirmation earlier so we have enough time to promote the event.

We also received the fidget cubes we ordered for the department – they are multi coloured and pretty cool. We’re going to put a bunch in the new Disabilities Space once we have access to it and have some with the sensory toys at carnival day, but they are not going to be given away.

Fair Food have not been running on campus for the past month but they are back now and we’re in the process of organising a meeting with them for our collab workshop.

**Budget Expenditure**

Meeting Number	Meeting Date	Item Description	Amount Passed	Budget Line	Comment
1	21/12/2017	Facebook boost for event (SEDS info workshop)	Up to \$80	O Week	Spending \$3.80 a day for the next three weeks (starting 12 <sup>th</sup> Jan)
1	21/12/2017	Office Supplies	\$80	Office Supplies	\$72

**Education (Academic Affairs)**  
**Alice Smith and Toby Silcock**

**Key Activities**

Happy new year. Toby's back from leave, Alice is "back" from Natcon (you leave Natcon, but Natcon never really leaves you). It's 2018, and the Ed Department has basically been one big rolling wheel of progress. Hopefully it's as fun to watch on the outside as it is to be part of it on the inside (like, pretty damn fun).

**Key Activity 1 — Cadmus and Flexap**

We're smack bang in the middle of planning our strategies for responding to Cadmus and Flexap. We've had several meetings with Advocacy on this, and the matter's been brought to the EAG (see Key Activity 4). This will occupy a lot of our time, so it's important for us to plan our response effectively and consistently with the Union's position on these critical and far-reaching changes to student life. Watch this space.

## **Key Activity 2 — O-Week Preparation**

A lot of time spent here, too.

*Guide* — The Ed Department Guide should be finished and with Comms by the time this report is considered by Council (naturally, done in collaboration with Education Public). The Guide will be in most respects similar to last years', but with some things removed. Some new elements (such as flyers on ongoing campaigns, and/or a "Your Rights at Uni" pamphlet) will be printed separately. As this moment, we're planning the format of these supplementary materials. See Action Point 3.

*Merchandise* — This is moving swimmingly. Tote bag design is finalised. We've received and acted on quotes for the bags themselves, so should easily be complete in time for Summerfest. Other merchandise at a similar points, with some last decisions to be made on quantity and design. Education Committee (see below) reviewed this merchandise and approved expenditure on it.

*Events* — We will be running stalls at both Parkville and VCA campuses this year to expand our exposure to incoming students. We will also be assisting Ed Pub with their events and helping out at the Union House Sleepover.

## **Key Activity 3 — SRN**

The SRN allocation is complete, after some minor modifications for new or altered working groups, and with some Reps becoming unable to fill their positions. All Reps have been notified of their positions, and the SRN Facebook group should be live by the time Council receives this Report. Relevant committees' secretaries have been notified of all allocations made.

We are co-ordinating with Advocacy for governance training for the SRN, which will take place earlier than last year, because of the earlier start to Semester. See Action Point 1.

## **Key Activity 4 — Meetings**

2018 Education Committee had its first meeting on Friday 12 January at 2pm. Minutes will be published in due course after approval. Conditional on publication of proper minutes, in brief, our budget was approved (with minor stress-ball-related modification) as was our code of conduct and Op-Sub delegation. We laid the groundwork for expectations re. attendance and expectations for regular meetings.

The Education Action Group (EAG) also had its first meeting on Thursday 11 January at 12pm. Preliminary discussion on Cadmus and Flexap campaigns will inform our planning (noting above at Key Activity 1).

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

### **Last Action Point 1 — Summerfest and Events Planning**

*"To fully plan O-week events"*

- See Key Activity 2 above.

*"Organise our regular events for Semester 1"*

- Ed Collective is currently planned for Tuesdays, 1-2, every fortnight starting week 1 (ie, odd weeks).
- Regular EAG meetings remain to be finalised. Ed Pub will be taking charge here. Current intention is for the EAG to meet fortnightly on alternating weeks, although this is subject to change (esp. in light of planning for Syndicate).
- Regular SRN meetings will be organised closer to the commencement of Semester, on a monthly basis.

**Last Action Point 2 — SRN Notification**

*"Inform the secretaries of the student representatives on [SRN] committees"* — completed (see Key Activity 3).

*"Inform the successful candidates of their positions"* — completed.

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

1. Organise SRN advocacy training, and have held training, if Council is held before or during Week 1 of Semester.
2. Complete SRN Facebook group.
3. Complete and print any Summerfest supplementary publications; have received Summerfest merchandise.
4. Successfully complete events noted here to be held before Council next meets, including Summerfest and Week 1 events.
5. Act on action points from EAG for Education Academic on Cadmus and Flexap, as well as the upcoming NDA.
6. Work out why the Ed office sometimes smells of hamsters.
7. Have fun.

**Budget Expenditure**

Meeting Number	Meeting Date	Item Description	Amount Passed	Budget Line	Comment
1	12/01/2018	Tote Bags	\$4500	Campaigns special projects and events	Only spent \$3635.00

**Committee Meetings**

Meeting Number	Meeting Date	Minutes Written?
1	12/01/2018	Minutes completed and ready to be confirmed at next committee.

**Education (Public Affairs)**  
**Conor Clements and Madeleine Sarich-Prince**  
*Madeleine Sarich-Prince is on leave*

**Key Activities**

**Shift Workers’ Zine**

Since last council, the Education Public department have begun planning to publish a zine, called Shift. We are currently in the process of compiling submissions, aiming for a release date in April/May, depending on publishing costs. Many submissions so far have been analyses of the precarious working conditions that characterise the industries that students most often work in, as well as how students are expected to fit into the so-called gig economy and what we can do to try and combat some of the more insidious legislative changes that accompany it (e.g. PaTH Internships, Y4Y).

Ideally, we will publish around 3 editions over the course of the year, with the potential of using a Tumblr or some other form of online blog for submissions that either go out of date quickly or are not accepted into the physical submissions. We will be pushing the publication at our collective meetings (which will be discussed later in this report) as well.

**Syndicate**

Syndicate is the name of the collective that will be operating out of the Education Public department this year pertaining to the rights of students in the workplace. Preliminary organisation has begun – we’re going to be looking at running a campaign directed at students who work on campus, encouraging them to find out whether or not they’re being paid correctly, and providing them with options to take if they are not. This collective will be operating in light of some revelations last year that found that students working at a number of shops in Union House (especially international students) were being paid well below the legal award; as a result, this will be a primary concern of ours. We are hoping to engage members of UMSU International in this campaign as well, as was the case last year.

Additionally, we have been in contact with United Voice, which is the union responsible for representing workers in hospitality in this area of Melbourne. We will be meeting with a representative of theirs over the next coming weeks – hopefully we can encourage them to lend some of their resources in this campaign.

This is also somewhere that the Young Workers Centre will be able to help us. We cannot emphasise enough the importance of gaining support from organisations such as YWC; these are issues that they have a great amount of experience campaigning on, and their assistance is invaluable to us.

**National Day of Action and other Education campaigns**

In preparation for the upcoming NUS National Day of Action, the Education Public department have begun meeting with students both on campus and from other universities in order to brainstorm different campaign ideas for this year. Last Wednesday (10/1) was the first Victorian Education Action Network (VEAN) meeting, which took place at Trades Hall and was attended by students from Melbourne, La Trobe, Monash and RMIT. Since that meeting, some designs for materials branded by NUS have been produced to be used by student unions, which will be popping up around campuses soon. Discussion centred mainly on what aspects of the recent MYEFO cuts announced in December we should focus on combatting.

The following day was our first Education Action Group. We discussed a number of ideas that will be more relevant to what we're wanting to do at Melbourne, including an extension on the education forums that were held last year. We potentially have a good few contacts lined up if we were wanting to do some kind of panel meeting about Cadmus, so this could be an event that we look towards holding, especially later in the year once students have acquainted themselves with the issues surrounding Cadmus itself.

### **Progress from Action Points from previous report**

#### **Summerfest activities**

At the most recent meeting of committee, we passed expenses relating to Summerfest and initial NDA preparation, as well as advertising of our activities in general, all of which are outlined below. Our budget items were all passed, though we had to pass extra money at Operations Subcommittee due to a quote for stress balls being higher than initially anticipated..

We have also been making progress on our event for the Union House sleepover – we have been meeting with the Environment Department and looking through archives in the Rowden White Library. Soon we will compile the information we have taken from this and begin to piece together an exhibit!

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

#### **Begin meetings for Syndicate**

The sooner this happens, the sooner we can get our campaign around students in the workforce up and running, and the sooner we can get some buzz around the zine. We will need advertising from Communications & Marketing to ensure that this can go ahead.

#### **Begin campaign preparation for the National Day of Action**

Money was passed at Education Committee to go towards the financing of materials advertising the education campaign last Friday. Once these materials have been produced, we will begin organising days for things like poster runs, as well as advertising the event at our weekly education stall.

#### **Education stall preparation**

From what we have been able to find out so far, we won't be able to run our education stalls at the Wednesday farmer's market as was our original intention – however, we will still run

stalls in high-traffic areas around lunchtime, such as South Court. Our goal between now and next council will be to establish a place we can consistently have these meetings.

### **Make contact with other departments and clubs for education protests**

We want to engage more with student clubs on campus to encourage them to get behind the education campaigns we will be running on campus this year, particularly with regards to Melbourne University-specific issues such as Cadmus. We will be emailing education officers from larger clubs to see if they would like to discuss how they can get involved in the campaigns we will be running.

### **Budget Expenditure**

Meeting Number	Meeting Date	Item Description	Amount Passed	Budget Line	Comment
1	12/1/2018	Tote bags for Summerfest	\$4500.00	Campaigns, Special Projects & Events	
		Stress balls for Summerfest	\$1000.00	Campaigns, Special Projects & Events	
		Additional money for stress balls	\$50.00	Campaigns, Special Projects & Events	Initial quote was higher than what was budgeted for; money passed at Operations Subcommittee
		Advertising for volunteering programs & Summerfest activities	\$100.00	Campaigns, Special Projects & Events	
		Badges and edible giveaways for Summerfest	\$750.00	Campaigns, Special Projects & Events	
		Pens for Summerfest totes	\$2000.00	Campaigns, Special	

		Payment for tote bag artwork designer	\$450.00	Projects & Events Campaigns, Special Projects & Events	
		Promotional materials for NDA	\$500.00	Printing	
		Banner making materials for NDA	\$500.00	Campaigns, Special Projects & Events	

**Committee Meetings**

Meeting Number	Meeting Date	Minutes Written?
1	12/1/2018	Yes, Unconfirmed

**Environment**  
**Callum Simpson and Lucy Turton**

**Key Activities**

We’ve been working with the Communications and Marketing department, and reaching out to other parties, to progress the organisation of the three Enviro events during SummerFest. We’ve started working on some collaborations for exciting activities during the Union House Sleepover: an existentially-terrifying environmental disaster house with Creative Arts and an radical and activist history tour of Union House with Education Public. We’ve also created a template on MailChimp for a fortnightly Enviro newsletters throughout semester.

We have timelined the years activities, creating a schedule for our regular events (Green Screens and Play With Your Food) and selected appropriate times for our larger events throughout the year (Radical Education Week, Enviro Week, and Enviro Camp). Radical Education Week, which looks set to be held in week 5 of semester 1, is a week of workshops and activities around radical ideas that won’t be taught at universities, including a criticism of the corporatisation of tertiary education, and this year a new focus on the ethics of research. For We are very keen for other departments to be involved in Rad Ed Week, particularly in

the holding of workshops by OBs or collective members). We’ve been reaching out to groups and people regarding their possible involvement in these events, and continued to be actively planning the Students of Sustainability conference.

ASEN’s annual Training Camp is currently happening (from January 15th-22nd) up in NSW on Tharawal country (soz for absence!), and will be one of the best opportunities of the year for upskilling and networking with enviro and social justice campaigners from around the country, as well as getting more planning done for the Students of Sustainability conference, which is being held in Melbourne this year. We’re gonna have a blast!

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

#### **Action Point 1**

The acquisition of first aid kit, kettle, stationery and other office supplies: The 2017 money has been spent, the items have been ordered, they have not yet been delivered.

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

#### **Action Point 1**

Organise for a wholesome collective picnic in February to begin the new semester with joy.

#### **Action Point 2**

To help facilitate a meeting of key members of the Bike Co-op and key UMSU staff to finalise the volunteering program framework.

### **Budget Expenditure**

No expenditure from the 2018 budget to date.

**Indigenous  
Alexandra Hohoi  
(third missed report)**

*No report received.*



**Media**  
**Ashleigh Barraclough, Esther Le Couteur,**  
**Monique O’Rafferty and Jesse Paris-Jourdan**  
*With Recommendations*

**Key activities**

**Setting up the media office**

The last few months have been dedicated to preparing the media office for the year and putting together the first edition of the magazine!

**Progress on assigned actions from last report**

**Action point 1: Continue to prepare for the first edition of *Farrago* to come out at the start of o-week**

We’re well on our way to getting the first edition of *Farrago* out by the start of o-week. Some things we’ve done since last Council to make that happen:

- updated the *Farrago* style guide
- held training for subeditors, campus reporters, graphics artists
- held meetings for the campus reporting team, satire team
- sorted through submissions for edition one
- sent all accepted pieces to subeditors
- opened submissions for edition two

**Action point 2: Continue to prepare for radio shows to be ready to start in the first week of semester**

Our Radio Fodder station managers, Carolyn and Conor, have been conducting interviews with all 30-plus students who will be presenting radio shows in semester one. The students have been familiarising themselves with the studio in preparation for radio training in February. They are also working on Radio Fodder programming and playlists for UMSU Sleepover and o-week.

We are also preparing for the ‘Tepid 100’ on 25 January, an initiative by Ed Pitt which will see Radio Fodder scooping the ‘Hottest 100’ two days before Triple J does it. The songs played will be based on votes posted on social media, which Ed will scrape with a Python program.

**Action point 3: Prepare for the edition one launch party during o-week**

We have booked Tsubu for the first launch party of the year. Past years have taught us that the first launch party tends to be a lot more popular than any other throughout the year, so we are asking to set aside \$700 for the purpose (with the average amount set aside for launch parties being \$500 each).

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

**Action point 1: Finish preparing and print edition one by o-week**

**Action point 2: Start broadcasting on Radio Fodder when semester starts**

**Action point 3: Start preparing edition two**

**Action point 4: Attend NEWS Conference**

The NEWS Conference (National Editors Workshop and Skillshare Conference) is an annual two-day event presented by Express Media for students editors, publishers and contributors across Australia. This year, The NEWS Conference will be presented on January 29 and 30 in Melbourne. It is an annual tradition that the media officers attend this event. Past editors of *Farrago* have reported it as being a singularly valuable experience in terms of learning skills for the year and creating networks with other Australian student publications.

### Budget expenditure

*We request that the following amounts be passed from the media budget:*

Description	Budget line	Amount
<i>Farrago</i> edition one: 5,000 copies	Printing	\$13,300.00
Webcasting licence fees for Jan–Mar 2018	Radio Fodder	\$250.00
Snacks for campus reporter training	Special projects and events	\$20.79
Drinks after campus reporter training	Special projects and events	\$15.00
Drinks after campus reporter training	Special projects and events	\$30.00
Snacks for subeditor training	Special projects and events	\$21.09
Snacks for subeditor training	Special projects and events	\$12.40
Drinks after subeditor training	Special projects and events	\$61.00
Plastic cups for subeditor training	Special projects and events	\$3.70
Snacks for graphics training	Special projects and events	\$13.25
Books for graphics training	Special projects and events	\$7.50
Snacks for social media training	Special projects and events	\$19.00

Drinks and food for ed 1 launch party	Special projects and events	\$700.00
Promotion for edition two submissions	Special projects and events	\$20.00
2018 NEWS Conference tickets	Special projects and events	\$100.00

**People of Colour**  
**Reem Faiq and Hiruni Walimunige**

**Key Activities**

**Committee Meeting 1(18)**

The first meeting of the People of Colour committee was held on Monday January 8<sup>th</sup>, 2018. Motions passed during the meeting included adoption of the agenda, delegation to Operations Sub-Committee and the passing of funds for Summerfest expenditure and People of Colour Collective catering costs. There was further discussion of Summerfest activities for the department, including the Union House Sleepover collaboration with the Activities Department. Committee members voiced their approval of the planned Storytelling event and made suggestions on how the event should be run on the day.

**Progress on assigned actions from last report**

**Finish Planning SummerFest Activities**

All SummerFest events have been submitted to Communications. We are in the process of organising materials. We are working with Communications to ensure that everything is accounted for and that preparations are running smoothly.

**Outline Semester 1 Events**

We have set out a timeline of regular events with ideal dates and times for collectives, film screenings, reading groups and a lecture series. We are in the process of booking rooms for these activities and organising catering.

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

**Semester 1 Events timeline**

Have regular events finalised with confirmed room bookings. Organise catering for these events.

**Budget Expenditure**

N/A

### Committee Meetings

Meeting Number	Meeting Date	Minutes Written?
1	08/01/2018	Yes, Unconfirmed

**Queer**  
**Elinor Mills and Amelia Reeves**

### Key Activities

#### **Summerfest Prep**

We’ve been busy as bees getting ready for Summerfest. At our last committee meeting, we approved \$2840 for spending on all our events. Our key movements in relation to Summerfest are:

- **Intro Zine (EduGAYte Yourself)** - We are in the process of liaising with comms to finalise and print the zine. We are waiting for our contributors to get back to us with their bank details so we can pay them for their submissions. We have \$1500 approved for this.
- **Speed Friending** - We are hosting a speed friending event after Women’s Feminism 101 event, with a half hour break between the events where we will both be providing food. We are doing this as we anticipate that people will want to go to both events.
- **Queer Picnic** - On Clubs Wednesday of Summerfest, we’re hosting a picnic/chill time which will be an opportunity to meet new queer students, and for them to have a relaxed environment to meet each other.
- **VCA and Parkville Carnival Day Stalls** - Our big grab for this event is biodegradable glitter face/body paint. We will be giving away little pots of these at both VCA and Parkville, and will use the excess glitter throughout the year. \$800 of our budget has been allocated to this, and we are currently liaising with suppliers.
- We have \$400 to spend on food for all of the above events, as well as \$140 from the Special Events budget line for extra bits and pieces we might need such as paper, markers, and paint.

#### **Semester One Regular Events**

All of our regular events - Lunch with the Queer Bunch, Trans Collective, and Queer People Of Colour (QPoC) Collective - are booked and ready to go. We have organised facilitators from our collective for trans collective and QPoC collective. We have approved the spending of up to \$250 per week (no more than \$2400 a semester) to be spend on Lunch With The Queer Bunch, and \$50 a week for the other two collectives (no more than \$250 a semester).

### Progress on assigned actions from last report

#### **Summerfest Prep**

As you might have guessed, we are so on top of Summerfest and very excited to get into the nitty gritty of it all.

#### **Queer Space Maintenance**

Queer Space is looking spick and span after a deep clean (shout out to Callum for vacuuming for us/entertaining us whilst we cleaned). We have also replenished the space with more condoms, and dams (yay for safe sex!), tampons and pads, as well as assorted crockery. We have also approved the spending of up to \$700 a semester for the continued maintenance of the space.

### Action Points to be completed by next report

#### **Queer Newsletter**

One of the major communication channels between us and queer students. Throughout semester we’re going to be sending out a newsletter every fortnight, which will include news about what we are doing and what events are coming up. As incentive to get people to sign up and come to our events we will also be doing giveaways within the newsletter, which we need to organise - we have emailed comms about this and are yet to hear back from them.

#### **Semester One Events**

Our number one priority following Summerfest is the smooth running of our first few collectives. Importantly, we need to organise what food/bevs we will be supplying, and get on top of advertising the events across our various social medias and throughout Union House. Beyond the collectives, we also have a handful of one-off events that need organising. This includes queer study groups, a political action group, and our end of semester party. For now, we want to finalise dates and places for these events.

#### **CAMP magazine**

One of the most exciting parts of our term is creating an autonomous publication for UMSU Queer. We’ve already started to solicit interest, but to really kick this bad boy off, we need to organise a collective and seek expressions of interest in the editorial roles.

### Budget Expenditure

Nothing new. As already mentioned, we have passed money for Summerfest, our collectives, and maintenance for the queer space, however we have yet to start spending this money.

### Committee Meetings

Meeting Number	Meeting Date	Minutes Written?
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1	06/12/2017	Yes, Confirmed
2	12/01/2018	Yes, Unconfirmed

**Welfare**  
**Cecilia Widjojo and Michael Aguilera**

**Key Activities**

**Key Activity 1**

Since last committee we have finalised the availability of instructors that will run our regular events. We have chosen to continue with our Meditation classes with Annie, but will be meeting next week with both her and someone from Comms to promote the sessions better. We have reached out to Sara from Comms to take the Yoga Sessions instead of Emily Robertson based on the suggestion from Ryan and Theresa. We will continue with Gabby running the Zumba sessions. We have yet to book rooms for these sessions across first semester.

**Key Activity 2**

We have continued working on jobs with the Comm’s department for Welfare merchandise which will be key to promote our brand during the first weeks of semester. We have decided on designs and the companies that will produce; a Welfare Volunteer Community T-Shirt, a Welfare Supervisor Community Tshirt, and an eco-friendly pen. We have successful passed funds through the budget in both Students council and Welfare Committee. We hope to have them ready by early to mid-February.

**Progress on assigned actions from last report**

**Last Action Point 1**

Since last report we have focused on the creation of an action plan for the two weeks of Summerfest. This includes a breakdown of the events and stalls that the Department will be running or organising, as well as estimations of the costs associated and the risks that will need to be considered.

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

**Action Point 1**

Begin work on both the copy and design for UMSU’s ‘Pocket Guide to Welfare.’ We want to work in collaboration with the Women’s, POC, Queer and EdAc departments to make sure we can offer a document that addresses all potential concerns and information that new and existing students to Melbourne University will need.

## Action Point 2

Investigate what will be needed to continue the Welfare Food Bank and Clothing Bank that were run last year. We will consult Goldie as she worked with Ryan and Theresa closely on setting up Food Packs, but want to engage the officers at Southbank and Burkley Campus’s. Last year they found the food packs an important resource in providing Welfare support to their students. With Cecilia returning to the office we will be able to move on from the early establishing stage of our term.

## Budget Expenditure

N/A

**Women’s  
Kareena Dhaliwal and Molly Willmott**

## Summerfest Prep

Here’s a quick run-down of our Summerfest prep;

Tote bags – Design has been finalised, and we are passing money at Women’s Committee to pay for them. There will be 2000 for circulation, at a cost of roughly \$4000

Stuff for the tote bags – We are starting to contact outside, ethical, women’s companies to see if they want to put anything in our bags. Will provide update at the next council.

Women’s Zine – Kareena has nearly finished it! Just got to get the last lil bits done and we’ll send it off to Comms to be put together and printed. BIGGEST THANK YOU to the artists who contributed to inside and outside graphics. On this subject, we are passing money at council to reimburse them for their time and art. There will be roughly 2000 copies, and we’ve budgeted a couple of grand.

Feminism 101 – Will be a panel event, with food that will feed into Queer’s o-week Speed Friending event. Comms is looking for speakers as we speak. Final budget will be dependent on this, but its looking like roughly a couple of thousand.

The Stall – Haven’t quite started on actual stall stuff. We have however been planning a badge making activation that we are finalising the art for.

## Sexual Assault and Harassment Recommendations

Unfortunately, the sexual assault and harassment recommendations that were handed up to council last year weren’t passed on to the university. Molly has rewritten the recommendations, based on best practice reports, and I’m currently talking to Phoebe and Justin about them. Molly meets with the University in the middle of next month, and they’ll hopefully be in this council’s agenda to be noted (but probably the at next one).

## Lots of Meetings!!!

Last week, NUS Women’s Officer, Kate Crossin, came into UMSU and went over the Women’s Campaigns for 2018 and talked about what our plans were. The NUS Women’s Campaign looks great, and in line to what we’re doing at UMSU so we’re really excited to work with them.

We also attended the Victorian Education Action Network and our Campus EAG to talk about the Higher Education campaign. For the March 21 NDA, I will be making Women @ Unimelb specific flyers on the effects of higher education cuts to women students.

Molly met with Phoebe from Legal to discuss the sexual assault and harassment recommendations, as well as some other housekeeping stuff about disclosures of assault and harassment, which I will be talking to the other OB’s about.

About 2 hours after writing this report, Molly is meeting with the NTEU with Desiree. We’re going to discuss the staff/student relationship within the safety on campus campaign and how we can help each other out.

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

AP1: Summerfest Prep: **ongoing**

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

AP1: Finish the Summerfest Zine and pay for Totebags

AP2: Finish the Sexual Assault Recommendations and bring them to council

AP3: Continue Summerfest Prep

### **Expenditure**

N/A

### **Committee Meetings**

Meeting Number	Meeting Date	Minutes Written?
1	12/12/2017	Yes, Confirmed
2	18/01/2018	Yes, Unconfirmed

**Burnley  
James Barclay**

### **Key Activities**

#### **SummerFest**

The BSA will be holding a stall at Parkville for Summerfest in which we will provide a plant potting station for students to pot up and decorate their own plants whilst also providing information about the campus.

In collaboration with the Arts Department a botanical drawing session will be held on Burnley Campus in the first week of Semester followed by a welcome back party.



**Progress on assigned actions from last report**

**BSA Council**

The first council meeting of the BSA has been called for the 24<sup>th</sup> of January.

**Collab with Arts**

The botanical drawing session is to be held on the first week of Semester.

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

Finish planning SummerFest

Pass budget for the coming year

**Budget Expenditure**

N/A

<p>Victorian College of the Arts Nicholas Lam <i>Nicholas Lam is on leave</i></p>
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*Nicholas is on leave.*