



University of Melbourne Student Union

Meeting of the Students’ Council

Student Office Bearer Reports

10:00am, Wednesday, the 21st of November, 2018

Meeting 19(18)

Location: Training Room 2, 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)	Not submitted
Education (Public Affairs)	Not submitted
Environment	Submitted
Indigenous	Not submitted
Media	Submitted
People of Colour	Submitted
Queer	Submitted
Welfare	Submitted
Women’s	Submitted
Burnley	Submitted
Victorian College of the Arts	Not submitted

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

Late reports are not considered valid.

**President
Desiree Cai**

Key Activities

Student Precinct

Since the last meeting of Council, work on the Student Precinct has progressed. I have had 2 meetings of the steering committee in that time, one on the 24th of October and the most recent on the 14th of November. The Project team has considered a number of value management proposals (proposals to lower the cost of the project) due to quite a large cost overrun at the end of schematic design. The Steering Committee approved the removal of Union Hall as the measure to reduce costs for the project, which is the removal of an important indoor flat-floor event space. However, the project has committed to work closely with UMSU on a model of governance for the precinct which prioritises UMSU’s functioning needs so other spaces that can serve the same function, such as Frank Tate and the Guild Theatre may be utilised effectively as a replacement for Union Hall.

Now that the schematic design of the precinct has been approved, and value management options dealt with, the project will be moving onto the detailed design phase, which will no doubt include continuing consultation with UMSU.

Renew Our UMSU (governance review)

The governance forum happened on the 18th of October. It was great to see a bunch of engaged students at the forum, and a lot of council members there too. Since then, online consultation has happened and the final report on the governance changes will be going to Council for the next term.

Myself, Daniel, Justin and Phoebe have discussed preliminary results of the consultation that was done. We have also met with some lawyers, and are proceeding with the appointment of one firm to draft the new constitution, which is planned to go to an SGM sometime next semester!

Free tram zone support

The campaign has hit a lot of milestones in the past few weeks. Myself and the incoming Education office-bearers have met with the university who are supportive of a campaign to extend the free tram zone. We have been working with the university to build a ‘coalition of the willing’- all groups in the community who would be happy to sign onto one campaign to extend the free tram zone. Currently we have talked to UMSU International, the GSA, Local businesses, the Melbourne Biomedical Precinct, and corresponded with Melbourne City Council who are also supportive. We are working on getting meetings with RMIT, the Hospitals and other community groups.

Harm Reduction project

I've been in correspondence with the university about their concerns about our Harm Reduction program, and the response from the Provost to our program was positive. The first 'safer partying initiative' workshop was held last week. Good job to Michael who did a great job organising that program, it seemed to have good engagement. I've also put out some media and spoken to a writer doing a story on the initiative.

Elected Reps

We had our second last Elected Reps meeting on the 23rd of October. In response to my emails asking to meet with the Vice Chancellor, Duncan Maskell was invited to the regularly scheduled Elected Reps meeting. We spent our time talking about issues relevant to the vice-chancellor and broader directional issues for the university including the Melbourne Model Evolution, Flex-ap, Cadmus and the overall higher education funding environment.

Adviser on sexual assault position

Our SSAF grant for the position of an advisor/advocate on the issue of sexual assault on campus was rejected. Phoebe, Justin and myself have since corresponded with the university and had a meeting with Richard James to work out the issues preventing us from collaborating on this issue. We have since come to a vague agreement and pending correspondence and the creation of a protocol document between UMSU and the university about expectations for this role, the university is happy to fund the initiative.

Handover

I've met with Molly the incoming President once to discuss some handover. The handover document is going great, and we will be meeting a few more times before the new term starts.

Progress of assigned actions since last report

- Make the governance review happen, and execute!- DONE! Very exciting
- Elected Reps meeting with chancellery- done
- Email the university to discuss harm reduction project- done
- Continue to try to get a meeting with Duncan Maskell- done and met!
- Attend Student precinct Steering Committee- attended 2
- Continue to attend Respect meetings with the university- Met with Celia
- Handover- started and continuing to happen!

List of actions by next report

Leave the office 😊

Budget Expenditure

N/A

**General Secretary
Daniel Beratis**

Key Activities

Key Activity 1: Minutes and Agendas

All outstanding minutes are due by the 23rd of November, which has been communicated to Office Bearers regularly for some time. Committee meetings have mostly ended for the year, but the new budget will not take effect until January, so there will be some overlap between the old budget and new committees in the meantime.

Key Activity 2: Renewing Our UMSU

The Renew Our UMSU forum and online discussion occurred during the past month, and I have (in conjunction with others) proceeded with the process of appointing lawyers to turn the results of the final consultation and report into new governing structures and documents.

Key Activity 3: Harm Reduction

As may be alluded to in other reports, the harm reduction pilot has taken place. Welfare especially is to be congratulated on advancing the program to this position.

Key Activity 4: SEAG

The Student Precinct's SEAG has met in the interim and will be meeting on Wednesday afternoon. It has been an interesting few months for the project but I am pleased to continue providing perspective to the project.

Key Activity 5: Policy

An ethical sponsorship and advertising policy, building on the work of 2017 and earlier this year, has been circulated after discussions with Communications and others about how to translate the wishes of stakeholders into a practical solution.

Key Activity 6: Electoral Regulations

Following the receipt of the Returning Officer's report, and additional consultation with a regulation working group, I have prepared recommendations to the Electoral Tribunal concerning the regulations, and have circulated them some time ago for consideration today.

Key Activity 7: Plain Language

Following feedback on already-completed PL documents, I hope to publish those documents very soon—I am not of the opinion that they require Council approval, as they are advisory in scope only. Work on a plain language Constitution guide has been more difficult than anticipated—translating 211 main rules into plain language is more complex than may appear at first glance—but I hope to publish that as well before the end of my term.

Key Activity 8: Handover

I have met several times with the General Secretary-elect in an effort to prepare for the change of term at the start of December, and hope to continue providing assistance as required for the remainder of my term and in December, should it be necessary.

Key Activity 9: CEOAPC

The President and I have worked towards finalising the performance management of the CEO, and have met with the CEOAPC in furtherance of this—I am happy to address this in person.

Key Activity 10: Student Initiative Grants

As can be seen from the papers, several more grant reports have come in—I will be working with outstanding applicants and the incoming General Secretary to ensure continuity in this area.

Progress on assigned actions from last report

Action Point 1: Plain Language

As above—hopefully we publish soon.

Action Point 2: Handover

Also as above, handover continues.

Action Point 3: Clean-up

Aside from the above: the new Constitution (that is, the one approved in August) has been implemented after advice from Consumer Affairs.

Activities
Alex Fielden and Jordan Tochner

Key Activities

We finished ages ago and have just been chilling and wrapping up ever since. We had our last bbq which was notable only for the fact that a fire alarm went off in Union House during it and we got told off by security for playing This Girl Is On Fire too loudly. We also had our last committee meeting which was inqurate. Pretty accurate summary of our year, I guess. Handover is going fine, Liv and Liam are fine upstanding citizens and have somehow managed to get through our 10 page Sleepover handover. We’re very proud

We’ve also tried to spend a bit of time reaching out to our collective who have been really wonderful throughout the year to thank them and tell them we love them. If he had money left in our budget we’d throw them a bar night but lol. Either way, we want to say thank you Activities collective for sitting through door and cloak shifts and being generally wonderful and helpful. And thank you to Lydia for being our BBQ Maestro (on extremely short notice) and giving us sass when we don’t get enough volunteers.

Progress on assigned actions from last report

Finish Entertainment program for the year - woo done!
Keep working on black list - this will need to be passed on. Sadly. But we did our best

Action Points to be completed by next report

NO NEXT REPORT WOO

Budget Expenditure

No budget expenditure since last council - all passed in Op Sub

<p>Clubs & Societies Nellie Seale and Matthew Simkiss</p>

Admin & AGMs

AGMs are almost all complete. We’ve got less than 5 outstanding which is great news. Admin is on top of with Fiona able to finally dedicate her full time to this and ours to our own tasks.

Admin & AGMs

We have held the final 2 camp welfare trainings for the year and created a roster for next year’s sessions. Are waiting for it to be signed off by safer communities.

End of year activities

We have started archiving, annual report has been written and submitted. We’ve held our last committee meeting for the year giving us a total of 47 hours in committee with over 1000 motions made. The handover document is being updated and we’re frantically finishing up the last of our projects such as the wiki or regulation reviews and putting little bows on the activities we won’t finish so that Chris and Jordan can pick up where we left off last year.

Progress on assigned actions from last report

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Action points to be completed by next report

None. Last council. See ya.

Committee Meetings

Meeting Number	Meeting Date	Minutes Written?
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1	08/12/2017	Yes, Confirmed
2	01/02/2018	Yes, Confirmed
3	15/02/2018	Yes, Confirmed
4	27/02/2018	Yes, Confirmed
5	06/03/2018	Yes, Confirmed
6	19/03/2018	Yes, Confirmed
7	26/03/2018	Yes, Confirmed
8	16/04/2018	Yes, Confirmed
Special meeting 1	17/04/2018	Yes, Confirmed
9	01/05/2018	Yes, Confirmed
10	14/05/2018	Yes, Confirmed
11	29/05/2018	Yes, Confirmed
12	25/06/2018	Yes, Confirmed
Special meeting 2	03/07/2018	Yes, Confirmed
13	24/07/2018	Yes, Confirmed
Special meeting 3	07/08/2018	Yes, Confirmed
14	31/07/2018	Yes, Confirmed
15	14/08/2018	Yes, Confirmed
16	28/08/2018	Yes, Confirmed
17	11/09/2018	Inquorate
Special meeting 4	17/09/2018	Yes, Confirmed
18	02/10/2018	Yes, Confirmed
19	16/10/2018	Yes, Confirmed
20	26/10/2018	Yes, Confirmed
21	14/11/2018	Yes, Unconfirmed

47 hours.

Creative Arts
Freya McGrath and Ashleigh Morris

Key Activities

Key Activity 1

Preparing for our next PLOM night, bringing the incoming OBs in to help run the night and learn the ropes.

Key Activity 2

Preparation for UHT awards night, including the development of the UMSU Creative Arts Award. This award was given to two students who displayed outstanding and promising engagement with queer themes in their bodies of work. The award was for a cash total of \$1000 and the funds are to go towards the development of a new work in 2019 that engages with contemporary queer discourse and performance culture.

Key Activity 3

Preparing the Tastings 18 acquittal for the University of Melbourne Theatre Board, commencing handover to incoming OBs, archiving and preparing annual report notes for 2019.

Progress on assigned actions from last report

Last Action Point 1

Pot Luck Open Mic Night/Arty Party finale event confirmed for Thursday 15th November. The bar has been booked and the Facebook event has been launched. Catering confirmed.

Last Action Point 2

The UMSU Creative Arts “New Voices in Queer Work” Award was presented at the UHT Awards night on 27 October 2018. This award went to Sarah Bostock and Sophie Chauhan.

Budget Expenditure

Meeting Number	Meeting Date	Item Description	Amount Passed	Budget Line	Comment
9	31 October 2018 (spooky)	Arts Grants – Final Round	\$1500	3531	Supported three arts projects!
9	31 October 2018	Creative Arts Award	\$1000	3531	Towards the creation of a new work

Committee Meetings

Meeting Number	Meeting Date	Minutes Written?
1	05/02/2018	Yes, Confirmed
2	08/02/2018	Yes, Confirmed
3	21/03/2018	Yes, Confirmed
4	3/05/2018	Yes, Confirmed
5	30/05/2018	Yes, Confirmed
6	17/08/18	Yes, Confirmed
7	23/08/18	Yes, Confirmed
8	21/09/18	Yes, Confirmed
9	31/10/2018	Yes,
10	20/11/2018	No

Disabilities
Jacinta Dowe and Hien Nguyen

Key Activities

AUSLAN classes finished on 6 November 2018.

We run our last departmental event for students on 12 Nov 2018 as an end-of-year celebration. It was a social event with catering. The event was well attended and everyone seemed to enjoy themselves.

We have completed all end of year procedures.

We have consulted for the launch of the UMSU’s Access and Inclusion Action Plan and the online Autism Resource Kit organised by university staff and students.

Progress on assigned actions from last report

Handover document has been given to the incoming Disabilities Office Bearers.
Furniture order for Disabilities Space has been finalised and submitted.

Budget Expenditure

1. Meeting Number	Meeting Date	Item Description	Amount Passed	Budget Line	Comment
11	19/10/2018	Catering for end-of-year event	Up to \$500	Special Projects and Events	
11	19/10/2018	Furniture and non-consumable supplies for Disabilities Space	Up to \$18,500	Assets	

Education (Academic Affairs)
Alice Smith and Toby Silcock

No report received.

Education (Public Affairs)
Conor Clements

No report received.

Environment

Callum Simpson and Lucy Turton

Key Activities

Since last Council, we have primarily focused on our final events, campaigns, collaborations with the University, and planning handover with Will and Aia, next year’s Enviro OBs, and reporting.

Final Collective Potluck Picnic

Our final Enviro Collective event for the year was our Potluck Picnic, which ended up being relocated to inside the Ida to avoid the strong winds and chilly weather. Held during our usual Enviro Collective meeting and Reading Group times on Tuesday, we spent a few lovely hours hanging out with collective members in a make-shift indoor picnic with blankets and cushions spread over the floor and delicious food, juice, and tea for everyone to enjoy. A relaxing way to finish up the year!

Fair Trade Steering Committee

The Fair Trade Steering Committee (FTSC) met on Thursday the 8th of November. We have succeeded in lobbying the University to commit to the purchase of 100% Fair Trade consumables in office kitchenettes university-wide. Procurement is now editing the system for staff purchasing to limit choices to Fair Trade-certified and Rainforest Alliance (or the equivalent e.g. local products) coffee, tea, sugar, chocolate and some other consumables. The FTSC is now discussing how to ensure that the University make similar commitments to ensure the sustainability of paper, stationery, crockery and cutlery purchased by staff. Another focus for the FTSC is ensuring that data relating the use of Fair Trade products is regularly reported in the University’s Annual Report.

The University has written a letter to all on-campus vendors encouraging them to engage with Sustainable Campus as they work on replacing take away containers on campus. Vendors will be required to use sustainable and ethical products and practices, including Fair Trade ingredients, under the next set of leases. FTSC discussed how students, possibly through the Office of Environmental Programs, could work on projects, potentially for course-relevant credit, with staff to audit on-campus vendors on their compliance with these requirements. This was the last FTSC for the year, with the next meeting scheduled to begin in the new year, most likely around February 2019.

Sustainability Executive and Quarterly Meetings with CFO

We won an award! The Green Gown Awards, which recognises excellence in sustainability across the higher education sector, last week presented the Sustainability Executive with the 2018 award for ‘Outstanding Leadership Team’, primarily due to our work pushing for the Sustainable Investments Framework.

We had our final meeting of Sustainability Executive for the year on Friday, with the main items for discussion focusing on the SIF, the sustainability fellowships, next year's investments forum, the UN sustainable development goals, and carbon offset programs.

The SIF is at the stage where Mercer are busily assessing the investments of the VFMC's portfolio in terms of climate change risk, with a draft report due at the Investments Management Committee in February, which will be taken to Sustainability Executive in March 2019. According to Allan Tait (CFO) and Dan Baird, the VFMC have been pushed by the Uni to do serious internal restructuring in line with an increased focus on environmental and social governance, so there is some serious hope that they will be moving towards a more climate-friendly investments model.

The planned investments forum next year (probably during March, some time early in Semester 1, 2019) will hopefully be a great opportunity for staff and students to interrogate the Uni Executive about the sustainability of their investments and create further transparency and accountability around the SIF process. We're doing some very preliminary planning regarding the speakers and format we might like to have, with an emphasis on greater interactivity and opportunity for dialogue between Uni administration and the broader staff and student community. We are also hoping this will be a good format for feedback on both the SIF and the overall Sustainability Plan process, as the Sus Plan is due for its midway refresh. One of the most exciting and encouraging parts of the most recent meeting was everyone's enthusiasm for pushing the Sustainability Plan beyond its parameters, given that the University is on track to meet its Sustainability Plan goals well ahead of time. (For example, the goal to be carbon neutral by 2030 is on track for completion by the end of 2019, 11 years ahead of schedule!).

The sustainability fellowships have secured \$150k of funding from Chancellery, allowing three early-career academics across the University to each be employed as part time sustainability fellows for three years each, with the major aim of embedding sustainability further in the curriculum across all faculties. This is something Lucy is particularly excited about, and hopefully this will especially lead to greater emphasis on sustainability education across the Faculty of Arts, one of the major failings of sustainability in the University's academic sphere.

Discussion of the carbon offset programs continued, finalising the decision to independently organise our own carbon offsetting process, rather than using a third party's fund (e.g. QANTAS). Funds being considered are the Aboriginal Carbon Fund, and Blue Carbon, however there is also significant appetite amongst the Executive to utilise and empower more grassroots, local, independent initiatives as well. There will be more to come next year, as the decisions are still in the very early phases.

Union House Reusable Crockery Service

Hoorah! We have lift-off with the reusable mugs! The refresh of the crockery service in Union House has officially launched now, with 200 trial mugs out in circulation. University Services is currently talking to the tenants in Union House to encourage them to make use of the new mugs, and again emphasise the importance of the reusable bowls and plates already in use.

The new leases will be taking effect soon as well, which compel the tenants to be environmentally responsible and reduce their footprint through initiatives like using compost bins regularly for waste and minimising packaging.

Progress on assigned actions from last report

No previously assigned actions.

Action Points to be completed by next report

None cause we are OUTTA HERE!

Expenditure:

Meeting Number	Meeting Date	Item Description	Amount Passed	Budget Line	Comment
Committee, 14	9/10/2018	Workshop facilitation fee for reusable wraps workshop	\$100	Special Projects Events	
Committee, 14	9/10/2018	Perennial plants for spring planting	\$250	Community Garden	
Op Sub, 21	14/10/2018	Stationery to replace broken/used stationery	\$1000	Special Projects	
Op Sub, 21	14/10/2018	Wurundjeri Acknowledgment Plaque	\$54	Campaign A	
Op Sub, 21	14/10/2018	Food Co-Op services and facilities	\$1000	Special Projects Events	
Op Sub, 19	25/10/2018	Garden supplies	\$650	Community Garden	

Op Sub, 19	25/10/2018	End of Semester picnic snacks	\$41.80	Special Projects Events	
Op Sub, 19	25/10/2018	Co-op snacks throughout semester for collectives, strategy events, etc.	\$958.20	Special Projects Events	
Op Sub, 19	25/10/2018	Plants and potting mix	\$100	Community Garden	

**Indigenous
Alexandra Hohoi**

No report received.

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

Key activities

Finishing edition eight and the year generally

This will be a somewhat short report, since we’ve been working hard on our annual report, which was also submitted to council today. We’ve basically finished for the year!

Connected with finishing up edition eight are a few expenditure items:

- Edition eight submissions Facebooks ads
- Printing edition eight
- Food and drink for Wordplay #4 and the Edition Eight Launch Party
- Snacks for edition eight proofreading
- Borrowing camera from AVMelbourne

Action points (progress updates)

Action point 1: Continue the process of handover with next year’s editorial team

The media department has a very strong tradition of handover, and this year is no different. We have begun extensively handing over the complicated machine that is the media department to next year’s media officers.

Action point 2: Get on top of finances!

We have done quite well with our budget this year, spending within \$1,000 of our total \$143,300 budget without going over. One of our biggest remaining jobs for the year is getting on top of any stray invoices and reimbursements that need to be paid. This is a work in progress but will be completed before 1 December.

Action point 3: State election coverage

Our last big event of the year will be our live coverage of the Victorian state election on the evening of Saturday 24 November. Tune in on our Facebook page! For this, we are hoping to spend the last remaining \$800 on video equipment that will be necessary to complete the coverage.

People of Colour
Reem Faiq and Hiruni Walimunige

Key Activities

People Seeking Asylum Awareness Week

We held People Seeking Asylum Awareness in Week 12 this year. We also changed the name from “Asylum Seeker Awareness Week”. For our film screening that week, we watched a film by Behrouz Boochani and paired this with a reading authored by him for our reading group. For our final event for that week, we held a facilitated discussion led by Dr Yassir Morsi with Behrouz Boochani on call over Skype and poet Ravi Shanmuganthan attending in person to perform some of his work. The event was attended by around 14 people and feedback was generally positive, with attendees eager to hear from the speakers and submitting questions for them beforehand.

Preparations for Handover

We are currently working through all the handover requirements including, preparing handover notes for incoming OBs, archiving, collating minutes and other operational activities. We have also met with Mark and Farah in person to talk about our experiences this year, offer advice so they could plan better for next year and to answer any questions they had.

Progress on assigned actions from last report

Prepare last of the weekly activities

People Seeking Asylum Week was held in Week 12.

Action Points to be completed by next report

Finalise all handover actions

Complete handover checklist.

Budget Expenditure

Meeting Number	Meeting Date	Item Description	Amount Passed	Budget Line	Comment
1	08/12/2017	Collective catering	\$7770	People of Colour Collective	Sem 2, Week 11 = \$502 Sem 2, Week 12 = \$453.75
8	01/08/2018	Reading Group catering	\$2370.76	Reading Group	Sem 2, Week 11 = \$275
10	18/10/2018	Reading Group catering	\$526.70	Zine Workshop	Sem 2, Week 12 = \$519.80
9	27/09/2018	Editorial Team payment	\$11,500	Myriad	Total = \$5660
9	27/09/2018	Reimbursement gift cards	\$11,500	Myriad	Total = \$1740
10	18/10/2018	People Seeking Asylum Awareness Week Speaker fees	\$2200	Networking Night	Total = \$1000
10	18/10/2018	People Seeking Asylum Awareness Week Speaker fees	\$1650	People Seeking Asylum Awareness Week	Total = \$1000
10	18/10/2018	People Seeking Asylum Awareness Week film rights	\$1650	People Seeking Asylum Awareness Week	Total = \$300

10	18/10/2018	People Seeking Asylum Awareness Week catering	\$11,500	Myriad	Total = \$258
2	28/02/2018	Concert catering	\$1750	Musical Concert Day	Total = \$750
2	28/02/2018	Concert Day Musician fees	\$1750	Musical Concert Day	Total = \$1000
2	28/02/2018	Concert Day Musician fees	\$11,500	Myriad	Total = \$1000

Committee Meetings

Meeting Number	Meeting Date	Minutes Written?
1	08/12/2017	Yes, Confirmed
2	28/02/2018	Yes, Confirmed
3	14/03/2018	Yes, Confirmed
4	28/03/2018	Yes, Confirmed
5	18/04/2018	Yes, Confirmed
6	02/05/2018	Yes, Confirmed
7	16/05/2018	Yes, Confirmed
8	01/08/2018	Yes, Confirmed
9	27/09/2018	Yes, Confirmed

10	18/10/2018	Yes, Confirmed
11	16/11/2018	Yes, Unconfirmed

Queer
Elinor Mills and Amelia Reeves

Key Activities

Annual Report

We wrote this. It was a good reflective experience and we’re proud of what we achieved this year.

Archiving

Milly went to archiving training and we’re excited to get all up in that.

Queer Space

Purchasing supplies for the space with the last few dollars in our budget. This will largely be sanitary and sexual health supplies, with food and drink restocking a job for next year’s OBs just prior to the start of semester one next year. We’ve cleaned the space. We have also stocked it with all the UMSU publications and two queer student publications from around the country (Queer Vertigo from UTS and the national publication from Queer Collaborations, Querelle).

Shirts

We’re going to get a small run of Department t-shirts because it’s cute and we have a little extra money that we didn’t think we had. We’ve been seeking out input from members of the collective regarding what kinds of designs they would like. So far it’s looking like there will be two: a simple understated design to wear in public without being GLARINGLY QUEER, and a more easily recognisable one for committee members and OBs to wear at events.

Handover

We’ve been slowly handing over to Andie and Will for next year, including bringing them to meetings to introduce them to various contacts around the university, advising them on budget preparation, and working hard at our formal handover document. We’re really excited for them to take on the role because we know they’ll do a fantastic job.

Progress on assigned actions from last report

Safe Space Policy

Exams hit too hard and inquorate committees stymied this. We’re handing the draft to next year’s OBs, which is disappointing for us personally but we believe they’ll do a great job.

Action Points to be completed by next report

Queer Space

Order supplies.

Shirts

Log with Comms.

CAMP

Post a few out to other university Queer Departments, and a copy each to the National Library of Australia and the Australian Lesbian & Gay Archives, who’ve requested them.

Budget Expenditure

N/A.

Committee Meetings

Meeting Number	Meeting Date	Minutes Written?
1	06/12/2017	Yes, Confirmed
2	12/01/2018	Yes, Confirmed
3	07/03/2018	Yes, Confirmed
4	18/04/2018	Yes, Confirmed
5	09/05/2018	Yes, Confirmed
6	23/5/2018	Yes, Confirmed
7	02/08/2018	Yes, Confirmed

8	31/08/2018	Yes, Confirmed
9	09/10/2018	Yes, Unconfirmed

Welfare
Cecilia Widjojo and Michael Aguilera

Key Activities

Key Activity 1: Handover process

We have started the handover process and had a few meetings with the up and coming office bearers. We have sent them our budget breakdown for the whole year to prepare them for meetings with Goldie and the upcoming general secretary.

Key Activity 2: Foodbank

We had our last foodbank run of the year. Dean Karopoulos was our driver and Emma Parkinson was the volunteer that went with us to Aldi. We manage to do 100 food packs to last the Welfare department until the beginning of Semester 1.

Key Activity 3: Exam stall

We did cup noodles give away in Baillieu library and Giblin Eunson library on the first week of exam. It was generally well received and we managed to give away close to 600 noodle cups.

Key Activity 4: Appreciation lunch

We had our appreciation lunch on 16 November 2018 in the Ida bar with catering from Universal and we gave out presents for volunteers and supervisors which include stamps, highlighters, journals, chocolates and a hamper.

Key Activity 5: Centrelink appeal letter

We are finished with the first draft of this letter. We would like to thank Mark Pace, NUS President, and statistics from NUS Welfare office bearer, Jordon O’Reilly.

Key Activity 6: Safer partying initiative

A central campaign this year for Welfare has been the review of UMSU’s Drug Policy and development of the safer partying initiative. This has primarily been in consultation with the General Secretary and Students for Sensible Drug Policy Australia (SSDPAUS).

Firstly, we redrafted the policy document developed by James Bashford in 2016 and made critical changes to the aims and goals of the trial program to provide free drug testing kits to

students. We adopted the policy and procedure through student’s council. At the same time, Michael facilitated two information sessions in semester one and semester and participated in a special forum at Monash University. The steering group then worked with the UMSU Legal team and the North Melbourne Police Station to make sure the policy and procedure were legally sound. Michael developed an information booklet for the basics of the ‘safer partying initiative’ and hard reduction principals. We have ordered the kits as of the 5/11/18 and plan to run a session before the end of our term.

Progress from assigned action from last report

Action point 1: Stress less week

We are done with Stress less week semester 2 and we spent a total of roughly 6000\$ which is under the budget of what we allocated of 10000\$. We want to thank the following parties for participating: [UMSU Women's Department](#) [UMSU Education](#) [UMSU Environment Collective](#) [UMSU Queer Department](#) [UMSU International](#) [UMSU People of Colour Department](#) [Umsu Host-Program](#) [Rowden White](#) [Melbourne Arts Students Society](#) [University of Melbourne Tabletop Gaming Society](#) [Melbourne University CAKE Club](#) [Coffee Appreciation for Enthusiasts - CAFÉ - UniMelb](#) [planetUNI](#) [Melbourne University Community Garden](#) [Mudcrabs - Melbourne University Comedy Revue Board](#) [Union House Theatre](#) [SSDP UniMelb - Students for Sensible Drug Policy at University of Melbourne](#) [DanceWize](#).

Action point 2: Centrelink appeal letter

We are to finalise the letter and send it by the end of this week.

Actions to be completed by next report

Action point 1: Handover process

Complete the planning, budget breakdown and execution of event by next council.

Budget spending

	events	Money passed	Confirmed?
Committee meeting 14	Stress less week	\$4000	no
Committee meeting 14	Safer partying initiative	\$1000	no
Committee meeting 14	Exam stall	\$500	no
Committee meeting 14	Appreciation lunch	\$700	no

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

Key Activities

Curse breaking

We both made it through the whole year. Curse cancelled.

Admin

It’s been a quiet time for us since semester finished and we haven’t had any more events to run. We’ve mainly been answering emails, chasing up invoices and making sure we’re on top of all our expenditure throughout the year so we know exactly how much of our remaining budget Hannah and Aria can pass to use in December.

Archiving

This will be one of our main activities this week. Planned items for the archive so far are copies of all our minutes and Council reports, Judy’s Punch, the Princess Ida zine, posters from our events, photos, and – we still need to confirm if we can do this – one of the large vinyl banners that were put up on Union House to promote the August 1st rally.

Handover

Our in-person handover chat with Hannah and Aria took place over 5-ish hours on Friday 16th, and we’ve been preparing an extensive document that they’ll be able to refer to throughout the year. We had lots of advice and recommendations for them based on what we’ve learned this year, particularly around balancing the events and advocacy sides of the department. We’ve made them admins of the department Facebook page and group, and the Judy’s Punch page.

Women’s Room

As always, we’ve been topping up the pads and tampons etc. in the Women’s Room. We have run out of non-latex condoms and lube. We’ve ordered some mugs and a water dispenser, as we’ve used a lot of disposable foam cups for tea this year and we’d like to be less wasteful. The water dispenser will mean that people won’t have to fill up the kettle in the bathroom, which is nice.

Respect Task Force meetings

There is a Task Force meeting on Wednesday, and we have our Respect work meeting with Celia Scott next Wednesday.

Progress on assigned actions from last report

Handover

Our in-person handover session is complete, and we will have a printed handover document for Hannah and Aria by the end of the week.

Suss out how to do the new mural

No progress as of yet. Molly was super keen for this to happen, but let’s be real it’s not our highest priority at the moment.

Swot-Snacks

This was a definite improvement from last time as our food order didn’t get cancelled! We had tea, snacks and fruit available in the Women’s Room throughout the week.

Run the VCA event

The VCA festival unfortunately fell through, but we’ve given Hannah and Aria lots of ideas for ways to bring the department down to Southbank in the coming year.

Action points to be completed by next report

Cry, probably

Because there’s no next report. Because we’re done.

Budget Expenditure

Meeting Number	Meeting Date	Item Description	Amount	Budget Line	Comment
11(18)	14/9/18	WoC Collective week 12	89.4	Collectives	
11(18)	14/9/18	Women’s Collective week 12	115	Collectives	
11(18)	14/9/18	Judy’s Punch launch bar tab	1115	Judy’s Punch	
12(18)	11/10/18	Judy’s Punch editors	1200	Women’s Mentoring Network	400 x 3 editors
11(18)	14/9/18	Kmart order for women’s room	76	Women’s Room Maintenance	Mugs - \$36 Water dispenser - \$30

Op-Sub 11(18)	24/7/18	Nina Funnell flights	549.71	Campaigns and Whole of Union	
Op-Sub 11(18)	24/7/18	Zoya Patel flights	377.4	Campaigns and Whole of Union	
Op-Sub 11(18)	24/7/18	Rally bar tab	414	Campaigns and Whole of Union	
11(18) and 12(18)	14/9/2018 and 11/10/18	Judy’s Punch printing	10, 571	Judy’s Punch	Includes GST of 961
12(18)	11/10/18	SWOT-SNACKS	61.44	Collectives	

**Burnley
James Barclay**

Key Activities

Wilson’s Prom Getaway

The Wilson’s Prom end of year getaway is organised. Students will depart campus noon on Sunday the 18th and arrive back the afternoon of the 21st.

End of Exam Drinks

Students attending of exam drinks at the Corner Hotel, a \$600 tab was provided by the BSA. The students made short work of it, note for the future.

Graduation Ceremony

The BSA has become aware that the timing of the Parkville Grad Ceremony has split the final ADUH cohort between 11am and 5pm. We are working on rectifying the timetable to allow

for all Burnley Graduates to graduate together. A smaller ceremony will take place on Burnley campus at the beginning of December.

Progress on assigned actions from last report

Finalise Wilsons Prom and End of Semester Planning

Finalised

Action Points to be completed by next report

N/A

Budget Expenditure

Meeting Number	Meeting Date	Item Description	Amount Passed	Budget Line	Comment
6	21/09/2018	Hoodies	\$3000.00	Activities and Events	End of Year Party Memorabilia – Spent \$2365
5	17/08/18	Cabin hire	\$6000.00	Activities and Events	Wilsons Prom Accommodation – Spent \$2862
5	17/08/18	Car Rental	\$6000.00	Activities and Events	Wilsons Prom Transport – Spent \$2214
5	17/08/18	Food	\$6000.00	Activities and Events	Wilsons Prom Food - \$902

Committee Meetings

Meeting Number	Meeting Date	Minutes Written?
1	24/01/2018	Yes, Confirmed
2	15/02/2018	Yes, Confirmed
3	25/01/2018	Yes, Confirmed

4	1/05/2018	Yes, Confirmed
5	21/06/18	Yes, Confirmed
6	21/09/18	Yes, Unconfirmed

Southbank
Hilary Ekins

No report received.