

**MONSU CAULFIELD INC**  
**STUDENT COUNCIL EXECUTIVE 2021**  
**MEETING SCE 21.12**

Held on 31st of August at 9:00am  
 Zoom Meeting

**Agenda**

**PREAMBLE**

**Meeting Opens: 9:08am**

*MONSU Caulfield acknowledges and pays respect to Elders past, present and emerging of the Boon Wurrung and Wurundjeri peoples of the Kulin nation, the traditional owners of the land on which MONSU Caulfield operates.*

<b>Present:</b>	Anna Purtill, Georgia Bradica, Wenhan Jia, Maxi Hunt
<b>Apologies:</b>	
<b>Absent:</b>	Riley Fenn
<b>Others:</b>	Lynette Nye

**BUSINESS ARISING**

<b>Item</b>	<b>Description</b>		
<b>1</b>	<b>Minutes of Previous Meeting</b>		
	<b>Motion SCE21.12-1</b>		
	MONSU Student Council Executive accepts the minutes of SCE21.11 as a true and accurate record of proceedings.		
	Moved: Georgia Bradica	Seconded: Wenhan Jia	For: All Against: Carried: Unanimously

## GENERAL BUSINESS

Item	Description	
2	<b>Student representative's Honorariums</b>	
	<b>Preamble:</b>	Honorariums to be released, subject to rep reports being completed
	<b>Motion SCE 21.12-2</b>	
	The MONSU Student Council Executive moves to release honorariums for the past fortnight.	
	Moved: Wenhan Jia	Seconded: Georgia Bradica For: All Against: Carried: Unanimously

### Discussion:

Candice and Riley have both resigned, as addressed later in the meeting.

### Action Items:

Anna will follow up with Amie and Fintan on the review documentation on Shanghai event

Item	Description	
3	<b>Education Officer Resignation</b>	
	<b>Preamble:</b>	Riley Fenn, Education Officer, has formally resigned.
	<b>Motion SCE 21.12-3</b>	
	MONSU Student Council Executive accepts the resignation of Riley Fenn.	
	Moved: Maxi Hunt	Seconded: Wenhan Jia For: All Against: Carried: Unanimously

### Discussion:

### Action Items:

This is to be discussed at Student Council pursuant to C37.8.

**Maxi Hunt joined the meeting at 9:22 am**

Item	Description		
<b>4</b>	<b>Clubs Officer Resignation</b>		
	<b>Preamble:</b>	Jingyu Chen, Clubs Officer, has formally resigned.	
	<b>Motion SCE 21.12-4</b>		
	MONSU Student Council Executive accepts the resignation of Jingyu Chen.		
	Moved: Maxi Hunt	Seconded: Georgia Bradica	For: All Against: Carried: Unanimously

**Discussion:**

**Action Items:**

This is to be discussed at Student Council pursuant to C37.8.

Item	Description		
<b>5</b>	<b>Profit &amp; Loss Summary</b>		
	<b>Preamble:</b>	Lyn spoke on that	
	<b>Motion SCE 21.12-5</b>		
	MONSU Student Council Executive notes the Profit and Loss statement.		
	Moved: Maxi Hunt	Seconded: Wenhan jia	For: All Against: Carried: Unanimously

**Discussion:**

Lyn spoke to this. Lockdown has had a significant impact on MONSU's finances. We have lost a lot of income due to the Workshop only being open for Click and Collects however there is a website being developed so students are able to go to the Workshop directly.

**Action Items:**

**CONFIDENTIAL BUSINESS**

## OTHER BUSINESS

Item	Description		
6	<b>MONSU &amp; MBUS collaboration Event</b>		
	<b>Preamble:</b>	The event was successfully held in Shanghai, China on August 20 and received very positive feedback.	
	<b>Motion SCE 21.12-</b>		
	Moved:	Seconded:	For: Against: Carried:

### Discussion:

Julia gives a brief summary on that: 14 students attend (6.67% drop rate)

Monash business school really happy with the result and looking forward to collaborating with us on further events

Looking into organise a bigger event after the exam in China

### Action Items:

## PAPERS PROVIDED FOR INFORMATION

1. Unconfirmed Minutes of SCE21.11
2. Rep reports
3. P&L Summary

**DATE OF THE NEXT EXECUTIVE MEETING:** Tuesday 14th September 9:00am

**MEETING CLOSES:** 9:35am

**MONSU CAULFIELD INC**  
**STUDENT COUNCIL EXECUTIVE 2021**  
**MEETING SCE 21.11**

Held on 16th of August at 4:00pm  
Zoom Meeting

**Agenda**

**PREAMBLE**

**Meeting Opens:**

*MONSU Caulfield acknowledges and pays respect to Elders past, present and emerging of the Boon Wurrung and Wurundjeri peoples of the Kulin nation, the traditional owners of the land on which MONSU Caulfield operates.*

<b>Present:</b>	Anna Purtill, Wenhan Jia, Georgia Bradica, Maxi Hunt
<b>Apologies:</b>	
<b>Absent:</b>	Riley Fenn
<b>Others:</b>	Lyn Nye

**BUSINESS ARISING**

Item	Description		
1	<b>Minutes of Previous Meeting</b>		
	<b>Motion SCE21.11-1</b>		
	MONSU Student Council Executive accepts the minutes of SCE21.10 as a true and accurate record of proceedings.		
	Moved: Georgia Bradica	Seconded: Maxi Hunt	For: All Against: Carried: Unanimously

## GENERAL BUSINESS

Item	Description	
2	<b>Student representative's Honorariums</b>	
	<b>Preamble:</b>	Honorariums to be released, subject to rep reports being completed
	<b>Motion SCE 21.11-2</b>	
	The MONSU Student Council Executive moves to release honorariums for the past fortnight.	
Moved: Maxi Hunt	Seconded: Georgia Bradica	For: All Against: Carried: Unanimously

### Discussion:

Julia spoke on that. Maxi Hunt's report is late because she is recovering from her vaccination; however she communicated this. Candice and Slyvia did not hand in their reports on time.

### Action Items:

Julia will follow up on the reasons for Slyvia's late submission of the report

## CONFIDENTIAL BUSINESS

### OTHER BUSINESS

#### Care Packages

Lyn spoke on that: The lockdown care package will be sent to staff members and deducted from the general manager's budget. The reason is that some of them are facing difficulties at the moment.

Furthermore, Lyn is asking whether those care packages should be sent to student representatives as well. Conversation ends without a final decision and will be reviewed later.

## PAPERS PROVIDED FOR INFORMATION

1. Unconfirmed Minutes of SCE21.10
2. Rep reports

**DATE OF THE NEXT EXECUTIVE MEETING:** 31st August 9:00am  
**MEETING CLOSSES:** 4:27pm

26th August 2021

Dear Vice President,

Please accept this letter as my formal resignation as 2021 Clubs Officer for MONSU Caulfield to become effective as of 26/08/2021.

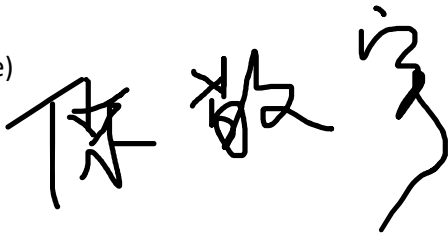
I want to say thank you for giving me this opportunity and thank you for helping me during this time. The support and concern shown by you and the rest of the team has been deeply appreciated.

My decision is final. I wish all the best for you.

Sincerely,

(Signature)

Name

Handwritten signature in Chinese characters: 陳敬宇 (Chen Jingyu). The signature is written in a cursive style with three distinct characters.

25<sup>th</sup> August, 2021

Dear Vice President,

I, Riley Fenn, wish to resign from the position of 2021 Education Officer at MONSU Caulfield. In line with the constitution, this document signifies my formal resignation.

Riley Fenn

A handwritten signature in black ink, appearing to read 'Riley Fenn', written in a cursive style.



**Profit & Loss Statement**

July 2021

ABN: 42 911 556 610

Income		
Vend Discounts (Taxable)		-\$7.63
MONCA -Income		
Bank Interest	\$16.50	
Income - Sponsorship	\$772.73	
<b>Total MONCA -Income</b>		<b>\$789.23</b>
Service Desk Income		
Photocopying & Printing	\$501.06	
Vinyl Printing	\$990.83	
Binding	\$4.09	
Paper	\$81.03	
<b>Total Service Desk Income</b>		<b>\$1,577.01</b>
<b>Total Income</b>		<b>\$2,358.61</b>
<b>Total Cost Of Sales</b>		<b>\$0.00</b>
<b>Gross Profit</b>		<b>\$2,358.61</b>
Expenses		
Salaries & Oncosts		
Honorariums	\$12,878.40	
Salaries - Permanent Staff	\$53,626.00	
Salaries - Casual Staff	\$2,609.50	
Superannuation	\$6,185.93	
<b>Total Salaries &amp; Oncosts</b>		<b>\$75,299.83</b>
Plant & Equipment		
Hire Equipment	\$807.17	
IT Operating Expenses	\$1,644.85	
Replacement & Additions	\$1,220.37	
<b>Total Plant &amp; Equipment</b>		<b>\$3,672.39</b>
Operating Expenses		
Merchant Fees	\$126.91	
<b>Total Operating Expenses</b>		<b>\$126.91</b>
Administration		
Bank Charges	\$38.88	
Catering Expenses	-\$87.27	
<b>Total Administration</b>		<b>-\$48.39</b>
Marketing		
Advertising & Promotion	\$111.42	
Branding	\$1,032.87	
Sponsorship	-\$272.72	
Publications	\$7,659.95	
Merchandise	\$284.13	
Uniforms/Garments	\$128.79	
<b>Total Marketing</b>		<b>\$8,944.44</b>
Consultants		
Accounting/Bookkeeping	\$3,844.18	
Office		
Telephone, Fax & Internet	\$40.99	
<b>Total Office</b>		<b>\$40.99</b>
Service Desk expenses		
Photocopy Rental	\$1,218.76	

This report includes Year-End Adjustments.

## Profit & Loss Statement

July 2021

ABN: 42 911 556 610

Photocopying / Printing	\$292.39	
Vinyl Printer	\$1,362.67	
<b>Total Service Desk expenses</b>		<b>\$2,873.82</b>
<b>Total Expenses</b>		<b>\$94,754.17</b>
<b>Operating Profit</b>		<b>-\$92,395.56</b>
<b>Total Other Income</b>		<b>\$0.00</b>
<b>Total Other Expenses</b>		<b>\$0.00</b>
<b>Net Profit/(Loss)</b>		<b>-\$92,395.56</b>

This report includes Year-End Adjustments.

## MONSU Caulfield Student Representative Report 2021

Name: Alyssa Wheaton	Portfolio: Queer
Date: 15/08/2021	Week: August (16/08/2021-29/08/2021)

### Projects

What projects did you contribute to? On Basecamp and otherwise.

Queer Week - S2 2021

### External Items

Emails Received/Action items	Outcome
N/A	N/A

### Meetings and Functions Attended:

### Notes for Council:

Diverse Genders, Sexes and Sexualities Advisory Group Meeting 3 (19/08/2021)

**Internal Items****Student Engagement**

Key Activities: (What have you done to engage with students?)

As there have been no physical events I have been monitoring the private queer group.

**Student Advocacy**

Key Activities: (What have you done to support students?)

Attended meetings to advocate for queer students.

<b>Meetings and Functions Attended:</b>	<b>Notes for Council:</b>
SGM (20/08/2021)	
SC21.8 (23/08/2021)	
Queer Week Contingency Meeting (24/08/2021)	With Harvey, Fintan and Amie

**Action Items****Action Items for upcoming weeks:**

1. Grow the private Queer Facebook Group as well as attendance of Queer events.
2. Organise report for D&I committee.
3. Find panelists for Queer Week.

**Previous Actions Items Status:**

1. Ongoing.
2. Finalise events for Queer Week

<b>Goals</b>
<b>Goal for previous fortnight:</b> <u>Organise online alternatives for Queer Week (and Queer Beers/Morning Tea) if needed.</u>
How did you try and achieve this? <ol style="list-style-type: none"><li>1. Looked into alternative ways to hold our events</li><li>2. Started organising trivia questions for an online trivia event</li></ol>
<b>Goal for next fortnight:</b> <u>Finalise details for Queer Trivia.</u>
How can I try and achieve this? <ol style="list-style-type: none"><li>1. Write up questions.</li><li>2. Choose an online platform to conduct the trivia over.</li></ol>
<b>How can I assist MONSU to improve?</b>
By learning from and listening to students.

## MONSU Caulfield Student Representative Report 2021

Name: Anna	Portfolio: President
Date: August 29	Week: Week 5

Projects
<b>Completed</b>
Lunafest Shanghai LARP Event
<b>Ongoing</b>
Student privacy concerns with assessment platforms O Fest MONSU Review MONSU Annual Election
<b>Upcoming</b>
APC Hearings to come in Week 6 Campus Tour: CFO and Senior Vice President

External Items	
Meetings and Functions Attended:	Notes for Council:
Education Committee	
Caulfield Catch Up with Professor Copolov	
Meeting with Vicki Ashton	Vicki and I spoke about MONSU's Election model and the need to have the 2021 Election online.
Building Accessibility Meeting	I met with a MONSU Crew member and a student regarding accessibility to/in many Caulfield buildings.
MONSU Review Meeting	MONSU has hired a Consultant to perform an overview of the organisation.
ASN / SFR Check In	The MSO Presidents again met with Kris Ryan, Sharon pickering and Rob Brooks to discuss the SFR provision's removal from the ASN.
Special General Meeting	People of Colour Officer established!
Academic Integrity Network Meeting	This was my first time attending an Academic Integrity Network Meeting in which students, staff and student

	representatives from MSOs discuss academic integrity, academic misconduct, support for students and so on. I found the meeting to be incredibly productive and was very excited to see the conversations highlighting the importance of student voice/input. At this meeting, we split into groups and discussed possible projects and the desired outcome. I worked with two staff and Marni, MSA President, in the student support group.
Lunafest Check In	Lunafest has been cancelled.
MSOs x Academic Board Student Reps	Discussion of the ASN's SFR provision.
Meeting with student concerned about MONSU's lack of environmentalism	This was an incredibly productive conversation. It was great to hear a student's perspective on MONSU's environmental work. Specifically, this student was unaware of much of MONSU's work with the Green Initiative and, in addition, asked that we do more by way of advocacy in this area. I plan to speak with Council about this and pass on the meeting notes to the GM and the next President for their consideration.

<b>Internal Items</b>
<b>Student Engagement &amp; Advocacy</b>
Key Activities:
<p><u>Building Accessibility Meeting</u> I met with a student who is a friend of MONSU Crew member, Hilary, to discuss accessibility of and within Caulfield buildings. Importantly, we discussed not only the physical accessibility of these buildings and rooms such as heavy doors and a lack of elevators, we also chatted about what accessibility looks like for neuro-diverse individuals or students with sensory issues and so on. I will bring this matter to Council for consideration as I believe there are some steps to take in ensuring there are no barriers (physical or otherwise) to student learning and socialising.</p> <p><u>Establishment of POC Officer</u> Following MONSU's Special General Meeting, MONSU established a People of Colour Officer. This is an exciting step towards diverse and inclusive representation. Almost 100% of those present at the SGM voted for this change. I am excited to say the establishment of this role will be realised as soon as September 23rd when polling for the 2021 MONSU Election closes and the first ever MONSU POC Officer is elected. For students of colour, this representation is a right, not a privilege. I'm so excited to see this department grow over the next year.</p> <p><u>APC Hearings</u></p>

The Academic Progress Committee is a group who attend hearings for students who are underperforming academically. The Monash Student Unions fought hard to have a student member present at each of these hearings so there was a student voice involved in discussions and decision-making. This week the hearings began with MONSU's first student member attending. While details of hearings are entirely confidential, we can say with certainty that MONSU's inclusion by way of a student member sitting on the Committee is integral to ensuring the student subject to the hearing is truly represented. Our student members have all undergone internal MONSU training and Monash APC training to guarantee competency and confidence in any and all discussions and we are grateful to again have the opportunity to tangibly support students.

<b>Meetings and Functions Attended:</b>	<b>Notes for Council:</b>
Crisis Management Team Meeting (weekly)	Updates as sent via email.
MONSU Student Council Executive	N/A
GM x President Catch Up	Lyn and I spoke about the Student Lounge, the SGM, PnL and an overview of MONSU in the coming months.
Call with Amie	Amie and I discussed an opportunity for the Reps to be involved with "musical festival" planning with the University.
Women's Department Zine Pitch	A Women's Crew member has pitched the idea of a magazine to MONSU. Updates to come hopefully!
Academic Progress Committee Catch Up	I caught up with the student members for APC Hearings. Hearings began in Week 5 so we were chatting about the process at hearings and what we need to do to prepare.
SC21.8	N/A

<b>Action Items</b>
<b>Action Items for upcoming fortnight:</b>
Fill out Vice Chancellor Teaching Awards rating sheet.
<b>Previous Actions Items status:</b>
<i>Complete R&amp;DVSA training; Intro to Vicarious Trauma and Responding with Compassion</i> This is completed



<b>Goals</b>		
	<b>Previous fortnight</b>	<b>Upcoming fortnight</b>
<b>Goal</b>	Proofread new edition of Esperanto.	Make tangible progress towards an outcome of the SFR provision of the ASN.
<b>How did/can you try to achieve this?</b>	I read this edition last week and am super excited for students to see it!	Figure out process/procedure for progression.

**How can I assist MONSU to improve?**

Stay on top of balancing Uni and MONSU projects.

## MONSU Caulfield Student Representative Report 2021

Name: Hannah Cohen	Portfolio: Women's
Date: 28/8/21	Week: 5

<b>Projects</b>
<b>Completed</b>
Rescheduling of Women's Wellness Week Rescheduling of Women in Leadership Panel
<b>Ongoing</b>
Instagram initiatives <ul style="list-style-type: none"> <li>- Divine discussions (editing and assigning)</li> <li>- Notes to self</li> <li>- Brain dump</li> <li>- MADA collaboration (new)</li> <li>- Campaigns for events</li> <li>- Media and book club (working title)</li> </ul> Libra period positivity project
<b>Upcoming</b>
Semester events <ul style="list-style-type: none"> <li>- Women in leadership week (week 8)</li> <li>- Womens Wellness Week (week 11)</li> <li>- International day of the girl</li> </ul>

<b>External Items</b>	
<b>Meetings and Functions Attended:</b>	<b>Notes for Council:</b>
Women's wellness week contingency meeting with Amie and Fintan	Now moved to week 11
Rescheduled all events for Women's wellness week	Contacted all talent

Got approval to host Women in Leadership panel as a part of Diversity and Inclusion week	Moved to Tuesday 14 <sup>th</sup> of September
Pitched MONSU Women's Zine to staff with committee members	Ming, Nicole, Anna, Sohani, Steph and myself present
Met with Brooke Lewis, founder of SISU society	Dksucssed collaboration between SISU society and MONSU Women's to shed light on sexual assault survivors' experience
Zine meeting to flesh out concepts and get ready for pitches	

Internal Items	
<b>Student Engagement &amp; Advocacy</b>	
Key Activities:	
Creation of a MONSU Women's Zine with open contributions for all Caulfield women	
Advocating for the establishment of a POC officer for better representation on council	
<b>Meetings and Functions Attended:</b>	<b>Notes for Council:</b>
MONSU SGM	Established POC officer!
SC21.8	

Action Items	
<b>Action Items for upcoming fortnight:</b>	
Start marketing Women in Leadership Panel Again Get pitch form out for the new Zine	
<b>Previous Actions Items status:</b>	
Contact and confirm all activities for Women's Wellness Week Depending on lockdown, plan a contingency for the week	

<b>Goals</b>		
	<b>Previous fortnight</b>	<b>Upcoming fortnight</b>
<b>Goal</b>	Meet with staff to discuss and create a solid timeline for zine - get an update on women's lounge	Finalise plans with SISU society Deliver engaging online content while in lockdown
<b>How did/can you try to achieve this?</b>	1. check availability of staff for a meeting 2. check-in with Lyn about Building and Property's update	1. meet again with Brooke 2. Schedule more regular instagram meetings

How can I assist MONSU to improve?

Better communication with staff.

## MONSU Caulfield Student Representative Report 2021

Name: ziyi luo (icho)	Portfolio: activities
Date: 29/8/2021	Week:5

Projects	
<b>Completed</b>	
Move o fest to week 7	
<b>Ongoing</b>	
MWM (every Wednesday)	
<b>Upcoming</b>	
<b>Thinking more activities (maybe more online events cause of lock down) to attract students</b>	

External Items	
<b>Meetings and Functions Attended:</b>	<b>Notes for Council:</b>
Orientation and transition workshop follow up with Students	
Accredited mental health first aid training (in mandarin)	

Internal Items
<b>Student Engagement &amp; Advocacy</b>
Key Activities: MWM every Wednesday

Meetings and Functions Attended:	Notes for Council:
SPECIAL GENERAL MEETING	
MCDT/MONSU Charity Clothes Drive Meeting	
SC21.8	

Action Items
<b>Action Items for upcoming fortnight:</b>
Prepare for MWM and OFEST
<b>Previous Actions Items status:</b>
<b>Engage with crew and students online</b>

Goals		
	Previous fortnight	Upcoming fortnight
<b>Goal</b>	MWM	Try my best to participate
<b>How did/can you try to achieve this?</b>	All done	Contact students online

How can I assist MONSU to improve?  
 Contact students online, try to think some online activities which can replace the original offline social, prepare for o fest.

## MONSU Caulfield Student Representative Report 2021

Name: Georgia Bradica	Portfolio: Welfare
Date: 29/08/2021	Week: 4 and 5

Projects
<b>Completed</b>
Suzhou event
<b>Ongoing</b>
Breakfast Club online
<b>Upcoming</b>
R U OK? Day

External Items	
<b>Meetings and Functions Attended:</b>	<b>Notes for Council:</b>

Internal Items
<b>Student Engagement &amp; Advocacy</b>
Key Activities:
Orientation and transition workshop follow up with Students: meeting with Kris Ryan and stakeholders
APC Catch Up: meetings started last week, I will be attending a few hearings this week. Looking forward to advocating for the students.

<b>Meetings and Functions Attended:</b>	<b>Notes for Council:</b>
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MCDT/MONSU Charity Clothes Drive Meeting	Charity has been selected, discussed logistics
Move to ONLINE ToT, MWM, BC	Meeting with student engagement, Nicole and Ming to discuss Uber Eats competition in place of these events
MONSU executive meeting	
Special General Meeting	People of Colour Officer established! Truly an achievement by this years' council.
Student Council 21.8	

Action Items
<b>Action Items for upcoming fortnight:</b>
Brainstorming ideas for R U OK? On the assumption that it will be held online.
<b>Previous Actions Items status:</b>

Goals		
	Previous fortnight	Upcoming fortnight
<b>Goal</b>	Push myself further to recruit more crew and build rapport	Coming up with more welfare related initiatives that would be effective online
<b>How did/can you try to achieve this?</b>	Organising meetings with crew and chatting with them afterwards	

How can I assist MONSU to improve?

## MONSU Caulfield Student Representative Report 2021

Name: Wenhan Jia	Portfolio: Vice President
Date:	Week:

Projects
<b>Completed</b>
MONSU/MBUS Shanghai Event
<b>Ongoing</b>
O-week party vendor
<b>Upcoming</b>
MCDT MONSU Charity Drive

External Items	
<b>Meetings and Functions Attended:</b>	<b>Notes for Council:</b>
Venue contact (Shanghai event)	
Contact vendor for O-week	As the o-week is pushing back again, I contacted vendor to update

Internal Items
<b>Student Engagement &amp; Advocacy</b>
Key Activities:
Engage more students to join the event
Catch up with students online to make them feel inclusive
Organise possible events in overseas for those students who stuck

<b>Meetings and Functions Attended:</b>	<b>Notes for Council:</b>
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SC Executive	
Catch up with David Corpolov	
Special General Meeting 2022 SSAF Shanghai event review SC21.8	

Action Items	
<b>Action Items for upcoming fortnight:</b>	
MCDT MONSU charity drive	
<b>Previous Actions Items status: Done</b>	
Done	

Goals		
	Previous fortnight	Upcoming fortnight
<b>Goal</b>	Chat with reps and students on any difficulties they faced	Be agile in the covid-situation. And be ready with the future event
<b>How did/can you try to achieve this?</b>	Organise online social events with students, helping them out from the pandemic, making friends	-stay on track and make contact with students

How can I assist MONSU to improve?

## MONSU Caulfield Student Representative Report 2021

Name: Harvey Gibbs	Portfolio: Queer
Date: 29/08/21	Week: 5

<b>Projects</b>
<b>Completed</b>
-
<b>Ongoing</b>
Transgender name change form and protocol at Monash Queer Week: specifically altering it to an online context.
<b>Upcoming</b>

<b>External Items</b>	
<b>Meetings and Functions Attended:</b>	<b>Notes for Council:</b>
Diverse Genders, Sexes, and Sexualities Advisory Group	Spoke about moving forward with our projects in an online capacity.
SGM	
SC21.8	
Queer Week Contingency Meeting	Spoke with Fintan and Amie regarding moving Queer week and its activities online.

<b>Internal Items</b>

<b>Student Engagement &amp; Advocacy</b>
Key Activities:
Planning Queer Week in an online capacity – a Trivia night and Zoom Industry Panel

<b>Meetings and Functions Attended:</b>	<b>Notes for Council:</b>
-	

<b>Action Items</b>	
<b>Action Items for upcoming fortnight:</b>	
Cement the panelists for the zoom Industry Night	
Organise and promote the Trivia Night for Week 7.	
<b>Previous Actions Items status:</b>	
Previous action items are still ongoing.	

<b>Goals</b>		
	<b>Previous fortnight</b>	<b>Upcoming fortnight</b>
<b>Goal</b>	Queer Week in an online capacity.	Cement the panelists for an online Industry Night and organize the trivia.
<b>How did/can you try to achieve this?</b>	Put a contingency plan together with the assistance of Amie and Fintan	Talk to the panelists and write the trivia.

How can I assist MONSU to improve?

## MONSU Caulfield Student Representative Report 2021

Name: Maxi Hunt	Portfolio: Activities
Date: 29/08/21	Week: Week (end of) five

Projects	
<b>Completed</b>	
Monash/Suzhou collab event Tracks on Tuesday organization Rescheduling of o-week Permanent postponement of Lunafest	
<b>Ongoing</b>	
Reorganization of start of semester Online Track on Tuesday comms Online delivery of MWM	
<b>Upcoming</b>	
Semester 2 events contingency planning MWM online delivery continuing	

External Items	
<b>Meetings and Functions Attended:</b>	<b>Notes for Council:</b>
Green Team Communications	Regarding Sustainability Survey Providing feedback

Internal Items
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<b>Student Engagement &amp; Advocacy</b>
Key Activities:
Keeping students in touch with uni activities in an online format
Preparing for APCs

<b>Meetings and Functions Attended:</b>	<b>Notes for Council:</b>
Monash/Suzhou collab event	Final preparations
Green Team meeting	Organizing rep challenge
Student Council	Passing election regulations

<b>Action Items</b>
<b>Action Items for upcoming fortnight:</b>
Contingency planning for activities Completing APCs
<b>Previous Actions Items status:</b> Rescheduling activities for after we get out of lockdown MWM in online format

<b>Goals</b>		
	<b>Previous fortnight</b>	<b>Upcoming fortnight</b>
<b>Goal</b>	Making contingency plans for all upcoming events and re-organizing what can be at the moment	Keeping up engagement online for initiatives
<b>How did/can you try to achieve this?</b>	Stayed in contact with student engagement, stayed up to date with basecamp projects,	Dissemination of online MWM for vouchers and Tracks on Tuesday playlist promotion



	reupdated calendar	
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How can I assist MONSU to improve?

## MONSU Caulfield Student Representative Report 2021

Name: Yingying Zhang	Portfolio: Marketing Officer
Date: 08/2021	Week: 5

Projects	
<b>Completed</b>	
<b>Ongoing</b>	
<b>Upcoming</b>	

External Items	
<b>Meetings and Functions Attended:</b>	<b>Notes for Council:</b>

Internal Items	
<b>Student Engagement &amp; Advocacy</b>	
Key Activities:	
Attend Monsu's meetings	

<b>Meetings and Functions Attended:</b>	<b>Notes for Council:</b>
SC 21.8	Voted for the items.

<b>Action Items</b>
<b>Action Items for upcoming fortnight:</b>
Coordinate the work in the Monsu, attend meetings, participate in discussions and contribute ideas.
<b>Previous Actions Items status:</b>
The Shanghai events is held and completed successfully.

<b>Goals</b>		
	<b>Previous fortnight</b>	<b>Upcoming fortnight</b>
<b>Goal</b>	Actively participates and contributes to meetings	Coordinate daily work in the Monsu
<b>How did/can you try to achieve this?</b>	Listen and think thoughtfully, worked with the team.	Help out if needed.

**How can I assist MONSU to improve?**

Better communication and keep up with the updates.

## MONSU Caulfield Student Representative Report 2021

Name: Wen Xue	Portfolio: OSS
Date: 29/Aug	Week: 5

<b>Projects</b>
<b>Completed</b>
MONSU/MBus Shanghai Social Event
<b>Ongoing</b>
<b>Upcoming</b>
International Student Engagement   Chinese Student Outreach MONSU/MBUS Shanghai Social Event 2 ROUND

<b>External Items</b>	
<b>Meetings and Functions Attended:</b>	<b>Notes for Council:</b>
circulate the research participant recruiting message	The study of “How International Students Navigate Academic Writing Expectations in Host Institutions”. --brainstorming ideas collection --message spread
MIL reference group meeting	
ESSA Careers Night event	Ideas exchange—See what international students can do.

<b>Internal Items</b>
<b>Student Engagement &amp; Advocacy</b>

Key Activities:
Ideas for Vice-Chancellors Student President's Advisory Forum (VCSPAF)
Help students with career related enquires

<b>Meetings and Functions Attended:</b>	<b>Notes for Council:</b>
SC21.8	

<b>Action Items</b>	
<b>Action Items for upcoming fortnight:</b>	
Continue exploring resource for international students	
<b>Previous Actions Items status:</b>	
Completed	

<b>Goals</b>		
	<b>Previous fortnight</b>	<b>Upcoming fortnight</b>
<b>Goal</b>	Collaborate with club officers to discuss possibilities of multicultural online event.	Collaborate with International Student Engagement to explore possibilities and hold event for MBUS*MONSU Social Event 2 ROUND at the end of the year. If possible.
<b>How did/can you try to achieve this?</b>	There is no possibility due to varies reasons	Regularly meet and continue having connection with international students.

How can I assist MONSU to improve?  
 Keep being active! Engage crew members more. Be more engaging online