

MONSU CAULFIELD INC
STUDENT COUNCIL EXECUTIVE 2020
MEETING SCE 20.7

Held on 3rd June 2020 at 3:00pm
Zoom Meeting

MINUTES

1. PREAMBLE

MONSU Caulfield acknowledges and pays respect to Elders past, present and emerging of the Kulin nation, the traditional custodians of the lands upon which MONSU Caulfield operates.

Present: Daniel Stonehouse, Caitlyn Dunne, Jasper Wells, Yika Hao, Sophie Dai

Apologies:

Absent:

Others: Lyn Nye

2. MINUTES OF THE PREVIOUS MEETING

2.1 Minutes of the Previous Meeting

Motion SCE 20.7-1

MONSU SCE 20 moves to pass the minutes SCE 20.6

MOVED: Daniel Stonehouse SECONDED: Jasper Wells

CARRIED

Attached in this Email

3. BUSINESS ARISING

4. GENERAL BUSINESS

4.1 Movements regarding Stop Police Deaths In Custody, Black Lives Matter, and supporting Indigenous and First Nations people and communities

MONSU SCE discussed the ongoing movements regarding Black Lives Matter and what we can learn from this in an Australian context.

Caitlyn Dunne made note that as individuals we can often feel powerless but MONSU as an organisation has utility to act as role models and show support. As student representatives we have a responsibility to stand with these communities and guide others to do

the same.

It was decided that Daniel Stonehouse would work with staff and Caitlyn Dunne to construct a post in solidarity with the movement to be approved by Circular Resolution.

Caitlyn Dunne indicated that moving forward this will be a focus for MONSU Caulfield.

Motion SCE 20.7-2

MONSU Caulfield directs the MONSU Caulfield Student Council and Staff to include an acknowledgement of country in the signature of all emails in line with the live motion previously passed.

**Moved: Caitlyn Dunne
CARRIED**

Seconded: Daniel Stonehouse

4.2 Queer update

Daniel Stonehouse gave an update regarding the Queer portfolio and meetings with the DGSS Committee.

4.3 Election Regulations

MOTION SCE 20.7-3

MONSU SCE Moves to direct Lyn Nye to request MONSU Lawyer Richard Thompson to edit the Election Regulations to remove mention of tickets, and to make in line with the new constitution.

**Moved: Caitlyn Dunne
CARRIED UNANIMOUSLY**

Seconded: Jasper Wells

4.4 Honorariums

MOTION SCE 20.7-4

MONSU SCE Moves to pay the following honorariums

Caitlyn: 10 Per Week

Daniel: 10 Hours Per Week

Sophie: 3 Hours Per Week

Yika: 3 Hours Per Week

Jasper: 3 Hours Per Week

**Moved:Caitlyn Dunne
CARRIED**

Seconded: Daniel Stonehouse

5. CONFIDENTIAL BUSINESS

- 6. OTHER BUSINESS**
- 7. PAPERS PROVIDED FOR INFORMATION**
 - 7.1 Minutes of the Previous Meeting**
 - 7.2 Representative Reports**
- 8. DATE OF NEXT MEETING: TBA**

MONSU Caulfield Student Representative Report

Name- HEXIN DAI Date: 03/06/2020

Portfolio - Welfare officer Honorarium Requested: 3 hours p/w

Basecamp:

What projects did you contribute to?:

-MONSU Exec 2020

External Emails

Emails Received/Action items

No special e-mails received

Student Engagement:

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

-Handing out food package for international students

Student Advocacy

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

N/A

Meetings and Functions Attended: Notes for Council:

-MONSU Exec meeting N/A

-AGM Meeting

Timesheet

Day	Times (wk1)	(wk2)	Activities (wk1)	(wk2)
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Monday	1 hour			
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Tuesday				
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Wednesday	1.5 hour			
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Thursday	1 hour	1 hour		
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Friday		1.5 hour		
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Status of activities:

Action Items for upcoming weeks:

Previous Actions Items Status:

Report Approved

Reflection

Goal for previous fortnight:

How did you try and achieve this?

-Regularly check Basecamp and emails and try to come up new ideas

How can MONSU Improve?

-Maybe create more interactive activities for students like online workshop or videos

Goal for next fortnight:

-Keep brainstorming ideas

-participate in Basecamp more active.

MONSU Caulfield Student Representative Report

Name- Daniel Stonehouse Date: June 3rd 2020

Portfolio- Vice President Honorarium Requested: 10 Hours Per Week

Basecamp

What projects did you contribute to?

- Meet The Reps
- Brainstorming and Housekeeping

External Emails

Emails Received/Action items

- Queer 101
- Queer Inclusion Experience at Monash University

Student Engagement

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

- SNS Planning
- AGM
- Coffee With MONSU

Student Advocacy

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

- Diverse Genders and Sexualities Advisory Group
- Student concerns regarding learning accessibility

Meetings and Functions Attended:

Diverse Genders and Sexualities Advisory Group

Meeting With David Copolov

Crisis Management Team

SNS Content

Secondbite

Notes for Council:

Report to come, will speak to this

Timesheet

Activity	Time	Status:
Coffee With MONSU	2	Undergoing review
SecondBite	10	
Study Tips Campaign	2	
SNS	4	
Queer	2	Integrating content from Diverse Genders, Sexes, and Sexualities Advisory Group
AGM	4	
Admin	4	Preparing minutes and preparing edits for Election Regulations

Notes:

Action Items for upcoming weeks:

1. Finalise SNS Content
2. Integrate content from DGSS Advisory Group
3. Develop plans for Semester 2

Previous Actions Items Status:

1. Develop plan for Queer engagement: Have frameworks to work off
2. Organise AGM Attendees: Able to attract numbers
3. Execute end of semester plans: Finalised content for Meet The Reps, now able to focus on Second Semester

Report Approved

Honorarium to be received by representative

Reflection

Goal for previous fortnight: Prepare content going into Semester 2

How did you try and achieve this?

I've been working on content for SNS, and working to proof check our documents from an admin position.

How can MONSU Improve?

More active discussion and engagement with matters at hand for MONSU Caulfield.

Goal for next fortnight:

Ensure preparations are in order for Semester 2

MONSU Caulfield Student Representative Report

Name- Caitlyn Dunne	Date: 02/06/2020
Portfolio- President	Honorarium Requested: 10 hour p/w

Basecamp
What projects/teams did you contribute to?
<ul style="list-style-type: none"> - Coffee with MONSU - SecondBite Partnership - MONSU Socials + Marketing Project - Safe n Sexy Week - MONSU Exec 2020 - Company HQ - Creatives x Exec - Study Online Campaign

External Emails
Emails Received/Action items
David Coplov: Revised Mental Health Policies and procedures passed by VC

Student Engagement
Key Activities: (What have you done to engage with students?)
<ul style="list-style-type: none"> • Coffee with MONSU • MONSU Socials • Attend club events

Student Advocacy
Key Activities: (What have you done to support students?)
<ul style="list-style-type: none"> • Second Bite Program • Pushed Library Hour changes after receiving multiple complaints

Meetings and Functions Attended:	Notes for Council:
Australian MSOs + MUSA Meeting	MUSA wanted to hear from the Australian MSO's regarding student fees.
MUISS Meeting	Helen from MUISS wanted to hear experiences of International Students at the Caulfield campus.

MMSS Women In Business Event	This was an amazing event by one of our clubs, very inspiring. I encourage more Exec members to attend club events outside their usual groups.
Student Experience Committee Meeting	<ul style="list-style-type: none"> - Discussed Orientation being a mixture of on-campus and online experience, should get word soon. - Sem 2 experience will remain same for offshore students who cannot attend Australia campuses - MSO's pushing Social Distancing policy on campus possibly through volunteers?? - Library aware MONSU students want extended hours, hope to extend before end of assessment period - Water taps are off, work to be done soon so only accessible for water bottles (COVID)
SecondBite Student Phone Interview	A student interviewed me for her assignment about our SecondBite program, went well.
National Reconciliation Week: Panel Discussion	Had to leave early for SecondBite – emailed about the recording and will pass on to the Exec
Respect,Now,Always Advisory Committee	<ul style="list-style-type: none"> - Extension for compulsory Respect at Monash module was discussed, to not cause further stress for students during this time. - SASH pushed back, no word on when but expecting next year - MonashbSafe app, looking into options for guests vs students/staff - Need anonymous elements - Looking into other languages, easier for international students for complaints

Timesheet

Day/Date	Times (W1)	Activities (W1)	Day/Date	Times (W2)	Activities (W2)
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Mon 01/06	10am-12pm 2-4pm	-SnS Chat with Mawa -SecondBite ticket adjustments + promotion across social media - Safe n Sexy Research -MailChimp Statistics to SRS -Brainstorming ideas for MONSU to grow based on current news	Mon 25/05	2.5 hours across day	-Purchasing gloves for SecondBite -Catch up with Lyn + Dan -MUISS Meeting -Messaging regarding AGM to clubs and friends -Pushing council + exec to invite friends
Tues 02/06	10am-5pm	- SecondBite Prep+Event - Respect, Now, Always Advisory Committee -National Reconciliation Week: Panel Discussion -Film President Update Video - Study Tips catch up w/ Mawa	Tues 26/05	9am – 5pm	- SecondBite Prep+Event - David Coplov Meeting - Created Annual Report for AGM -Going through AGM Registrations
Wed 20/05	10am-4pm + 1 hour in evening creating VC Report	-SnS Delegation Meeting - Study Tips + Mental Health Discussions - MONSU Exec - Coffee with MONSU -SecondBite report for Vice Chancellor	Wed 27/05	10am-12pm 2-5pm +MMSS Event in evening	-SRS Meeting regarding Coffee with MONSU -MONSU Annual General Meeting -Nicole Catch Up -MMSS Women In Business Event
Thurs 21/05	3 hours across day	-Australian MSOs + MUSA Meeting -Catch Up with Robyn MGA -SecondBite review	Thurs 28/05	10am-1pm	-Student Experience Committee Meeting -MailChimp sent out -Content Check-In SnS
Fri 22/05	N/A	N/A	Fri 29/05	30 min	-SecondBite Student Phone Interview
Status of activities: - Safe n Sexy Planning is going great, very excited to see how it turns out					

Action Items for upcoming weeks:
1. Launch Study Online Campaign
Previous Actions Items Status:
1. N/A

Report Approved	
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Honorarium to be received by representative	
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Reflection

<i>Goal for previous fortnight:</i> <ul style="list-style-type: none">- <i>Get all the assigned work done, there is a lot happening at end of Semester</i>
How did you try and achieve this? <ul style="list-style-type: none">- Struggled a bit with this over the past fortnight, but I feel myself catching up as we get used to the SecondBite program and marketing initiatives set with Nicole
How can MONSU Improve? <ul style="list-style-type: none">- Push to the university more
Goal for next fortnight: <ul style="list-style-type: none">- Be openly supportive and responsive to students needs during the exam period

MONSU Caulfield Student Representative Report

Name- Jasper Wells	Date: 3/6/20
Portfolio-	Honorarium Requested: 3 hours p/w

Basecamp
What projects did you contribute to?
Safe n Sexy Week Student Survey First Year Hub

External Emails
Emails Received/Action items
Corresponding with Sexyland about sponsorship for Safe n Sexy Week (prizes for Drag Queen Trivia)

Student Engagement
Key Activities: (What have you done to engage with students?)
Keeping the First Year hub website up to date

Student Advocacy
Key Activities: (What have you done to support students?)
N/A

Meetings and Functions Attended:	Notes for Council:
Exec Meeting	
General Safe n Sexy Week Meeting	
Safe n Sexy Week Delegation Meeting	
Safe n Sexy check-in	

Timesheet

Day	Times (wk1)	(wk2)	Activities (wk1)	(wk2)
Monday		1		Survey
Tuesday				
Wednesday	1.5	1.5	SnS Meeting	SnS Meeting
Thursday	2	2	SnS prep.	AGM
Friday	1		SnS prep	
Status of activities:				

Action Items for upcoming weeks:

1. Safe n Sexy Week Preparation
2. Add to FYH for exam/assessment season

Previous Actions Items Status:

1. COVID - 19 Updates on FYH
- 2.

Report Approved

Reflection

Goal for previous fortnight: Improve Communication with Student

How did you try and achieve this?

1. Constantly updating FYH Update section
2. Working on the survey

How can MONSU Improve?

Keep in constant contact with students through what means we can, e.g. Facebook.

Goal for next fortnight:

Actively prepare for Exams and assessment season, and anticipate the needs of the students.