

**MONSU CAULFIELD INC**  
**STUDENT COUNCIL SUMMER EXECUTIVE 2020/2021**  
**MEETING SCSE 20/21.2**

Held on 27th November 2020 at 9:00am  
Zoom Meeting

**MINUTES**

**1. PREAMBLE**

**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.**

**Present: Daniel Stonehouse, Caitlyn Dunne, Anna Purtill, Hannah Cohen, Alyssa Wheaton, Maxi Hunt**

**Apologies:** Julia Jia (Proxy Anna Purtill)

**Absent:**

**Others:**

At the time that participants had assembled and Quorum was achieved, incoming President Anna Purtill asked President Caitlyn Dunne if she, Anna, may chair the meeting, to which Caitlyn Dunne agreed.

At the time, items 3.1-3.3, and 4.1 and 4.2 had been provided as items for discussion in circulation of the agenda. Three additional items were provided by incoming Women's Officer Hannah Cohen after the passing of Minutes of the Previous Meeting, and were immediately chaired in succession by Anna Purtill.

These items are listed in Section 6 Other Business and an item was discussed in confidential business. Item 6.2 was initially chaired following 6.1, but was redacted following advice from Daniel Stonehouse that it, like other items, be given space for review and consideration prior to casting a vote; however this item was re-chaired and put to a vote by Anna Purtill following discussions in confidential. Debate was had regarding the appropriateness of these items being voted on due to this.

Daniel Stonehouse had proposed that these items be delayed in being voted upon until reasonable time was given for consideration, as well as legal and policy based consultation. However, the vote was expedited by Anna Purtill acting as chair.

**2. BUSINESS ARISING**

**3. MINUTES OF THE PREVIOUS MEETING**

**3.1 SCSE20/21.1 Minutes**

**MOTION SCSE20/21.2-1**

MONSU Student Council Summer Executive moves to pass the 2020/2021 Student Council Summer Executive Minutes SCSE20/21.1

**MOVED: Anna Purtill**

**SECONDED: Maxi Hunt**

**CARRIED**

**3.2 Circular Resolution #6**

**MOTION SCSE20/21.2-2**

MONSU Student Council Summer Executive moves to accept Circular Resolution #6

**MOVED: Anna Purtill**

**SECONDED: Hannah Cohen**

**CARRIED**

### **3.3 Circular Resolution #7**

#### **MOTION SCSE20/21.2-3**

MONSU Student Council Summer Executive moves to accept Circular Resolution #7

**MOVED: Anna Purtill**

**SECONDED: Maxi Hunt**

**CARRIED**

## **4. GENERAL BUSINESS**

### **4.1 Crisis Management Team**

Caitlyn Dunne spoke to this. The Crisis Management Team is a group established by MONSU Caulfield in response to the pandemic to manage its impacts upon operations and ensure accurate and relevant information is made available to staff and representatives. As incoming President, Anna Purtill is to be added to this group.

### **4.2 APC Hearings**

Discussion was had regarding the persons responsible for overseeing APC Hearings and ensuring that handover of knowledge can be achieved. It was decided that incoming Education Officer Riley Fenn would work with Vice President Daniel Stonehouse, who has been responsible for much of the work in regards to APC's over the past 12 months, to ensure that incoming council members are prepared for hearings and are positioned to provide representation in any hearings that may arise over the Summer and into the future.

## **5. CONFIDENTIAL BUSINESS**

## **6. OTHER BUSINESS**

### **6.1 Terms of Presidency**

#### **MOTION SCSE 20/21.2-4**

This motion will hereby determine that the incoming President Anna Purtil:

Will chair all meetings of the summer executive;

Will be the spokesperson for MONSU;

and

Be responsible for giving directions to, and receiving advice from the General Manager on behalf of the Summer Executive

**MOVED: Hannah Cohen** **SECONDED: Maxi Hunt**

**CARRIED**

**Abstained: Daniel Stonehouse and Caitlyn Dunne and Alyssa Wheaton**

Upon this item's presentation, a number of questions arose.

Caitlyn Dunne asked if this would be better termed as simply stating that we recognise Anna Purtill as acting president.

Daniel Stonehouse and Caitlyn Dunne jointly raised the point that this was contrary to legal advice received regarding constitutional interpretations. The advice provided to MONSU Caulfield states that during the period of the Summer Executive, the duties of the President are held by Caitlyn Dunne as current President.

Anna Purtill stated that this motion was intended to recognise her as president and entitle her to enact powers immediately, as opposed to after the second week of February.

It is noted that Anna Purtill was present and active in discussion of this item, and her vote would have been vital to the passing of this item.

### **6.3 General Manager**

#### **MOTION SCSE 20/21.2-6**

Meeting hereby directs the general manager to take instructions from the incoming president and provide advice to the incoming president on all matters pertaining to the operations of MONSU

**MOVED: Anna Purtill**

**SECONDED: Hannah Cohen**

**ABSTAINED: Daniel Stonehouse, Alyssa Wheaton, Caitlyn Dunne**

**CARRIED**

## **7. PAPERS PROVIDED FOR INFORMATION**

### **7.1 Minutes of SCSE 20/21.1**

### **7.2 Circular Resolution #6**

**7.3 Circular Resolution #7**

**7.4 Crisis Management Team Terms of Reference**

**8. DATE OF THE NEXT MEETING: 2pm, Tuesday 1st of December**

**9. MEETING CLOSES: 9:46AM**

# Crisis Management Team Terms of Reference

## **1. ESTABLISHMENT**

The Crisis Management Team (CMT) is the COVID-19 driven working group established to ensure a consistent and coordinated response to the COVID-19 which has been declared by the World Health Organisation as a pandemic.

## **2. FUNCTIONS AND RESPONSIBILITIES**

Coordinate responses to MONSU Staff and MONSU Council as required by the GM and the President.

Coordinate a MONSU response to the university as required.

Provide recommendations to the GM and President as required.

Deal with any other matters as directed by the GM and the President

## **3. MEMBERSHIP AND TERMS OF OFFICE**

The team shall consist of the GM, President Vice President and the Events/ Risk Management Coordinator.

The GM and the President may terminate the membership of any member of the team for any act which constitutes unacceptable behaviour within the group.

The term of office for all members is the duration of the Pandemic.

## **4. COMMUNICATION AND DEBATE**

The team will take concerns and questions by email from all staff and Council members.

The Team is also available to chat with staff and Council members. Email the President, GM Vice President and or Event/Risk Management Coordinator.

## **5. CHAIR**

The chair shall be the GM/ President.

## **6. FEEDBACK**

MONSU staff and Council Members may provide feedback regarding this document by emailing [president@monsu.org](mailto:president@monsu.org)

MONSU Caulfield  
ABN 42 911 556 610

CIRCULAR RESOLUTION #6  
5<sup>th</sup> November 2020

MONSU Caulfield Student Council Executive moves to pass the following honorariums:

Caitlyn Dunne: 12 Hours Per Week  
Daniel Stonehouse: 10 Hours Per Week  
Ebony Hartridge-Linton: 2.5 Hours Per Week  
Sophie Dai: 3 Hours Per Week

Approved by:

Name: Daniel Stonehouse  
Position: Vice President

Name: Ebony Hartridge-Linton  
Position: Education Officer

Name: Caitlyn Dunne  
Position: President

Name: Hexin Dai  
Position: Welfare Officer

Name: Jasper Wells  
Position: Activities Officer 1

MONSU Caulfield  
ABN 42 911 556 610

CIRCULAR RESOLUTION #7  
5<sup>th</sup> November 2020

MONSU Student Council moves to appoint the following as members of the Summer Executive

- (a) the outgoing President (Caitlyn Dunne)
- (b) the outgoing Vice President (Daniel Stonehouse);
- (c) the incoming President (Anna Purtill);
- (d) the incoming Queer Officer 1 (Alyssa Wheaton), the incoming Women's Officer (Hannah Cohen), the incoming Activities Officer 2 (Maxi Hunt), and the incoming Welfare Officer (Wenhan Jia)

Approved by:

Name: Daniel Stonehouse  
Position: Vice President

Name: Caitlyn Dunne  
Position: President

Name: Jasper Wells  
Position: Activities Officer 1

Name: Hexin Dai  
Position: Welfare Officer

Name: Ebony Hartridge-Linton  
Position: Education Officer

Name: Malachi Van Souphan  
Position: Queer Officer 2

Name: Yuyin Xu  
Position: General Representative

Name: Kyle Howden  
Position: General Representative

Name: Duan Li  
Position: Marketing Officer

Name: Junda Guo  
Position: Postgraduate Representative