

MONASH UNIVERSITY STUDENT UNION PENINSULA INC.

PENINSULA STUDENT COUNCIL

Meeting: PSC 01-21

Meeting Date: Monday February 15th, 2021

Start time: 03:11PM **End time:** 04:42PM

Location: Teleconferencing (Zoom meeting)

Purpose: Peninsula Student Council Meeting

1. PREAMBLE

MONSU Peninsula acknowledges and pays respects to the Boon Wurrung and Wurundjeri Elders, past and present and emerging of the Kulin Nation, the traditional owners of the land on which we meet and operate upon.

Present -	Alice Peddle	President
	Patricia Scarlett	Vice President
	Jessie Farquharson	Social Officer
	Brigitte Bertolus	Education Officer
	Ella Davis	Welfare Officer
	Jasmin Baker	Volunteer Officer
	Cassidy Kwok	International Officer
	Liam Hemingway	General (Welfare) Officer
	Moon Lau	General (Social) Officer
	Victor Lam	General (International) Officer
Others -	Elise Redmond	Operations Manager
Absent -		
Apologies -	Elise Kervin	Gender & Sexuality Officer
Proxies -		

2. STANDING ITEMS

2.1 Review agenda

Patricia Scarlett reported.

2.2 Approve minutes from previous meeting

No previous minutes to approve as this is the first student council meeting.

3. BUSINESS ARISING

N/A

4. GENERAL BUSINESS

4.1 Meeting Overview

_____ Alice Peddle reported.

The very first Student Council meeting in 2021. Trish calls for Agenda items before the upcoming Student Council meetings where Student Council members will have the opportunity to give updates, ideas and reports. A general overview of how a meeting is conducted. Explanation of Business Arising was asked, Trish answered with Business Arising is the continuation of a topic from a previous meeting being discussed in the next or future meeting.

4.2 Student Council Meeting Frequency

Alice Peddle reported.

It was proposed that the 2021 Student Council meet fortnightly and meet up weekly when needed (i.e. busy periods of semester, big upcoming events etc.). Discussion about having monthly meetings was brought up but consistent communication between Student Council members is a priority.

4.3 Student Representative Guide

Patricia Scarlett reported.

The Student Representative Guide was sent out to Student council members for feedback and suggestions prior to the meeting. It is compulsory for student council members to read the Student Representative Guide as they need to agree to the contents and uphold the contents. A finalised draft will be presented when all student council members have had the chance to provide feedback.

4.4 Monthly Reports

Patricia Scarlett reported.

Trish provided an in-depth explanation of monthly reports to the 2021 Student Council members and explained that it is used for reflection, evaluation and transparency. The Student Council agrees to the monthly reports being submitted by the 15th of every month by 5PM to the Vice President (Trish).

4.5 Student Representative Honorarium

_____Alice Peddle reported.

Honorarium starts this upcoming week (15th February, 2021). The base rate is 3 hours a week which includes an hour of responding to emails, an hour for student council meetings and then an hour of general MONSU business. The use of timesheets will keep us accountable and aware of the hours that the 2021 Student Council are completing. The council members are paid fortnightly.

4.6 Accessibility Audit

Brigitte Bertolus reported.

An Accessibility Audit is to assess the areas that we hold events to ensure that they are accessible for everyone. Brigitte suggested having her friend come in and assess the area. This

might be a cost but is definitely a necessity to ensure that the event is accessible to all students and staff.

4.7 Orientation Update

Jessie Farquharson reported.

Jessie went through the Orientation Schedule with each day being separated into three sections; Mornings (9:30-11AM), Festival Experience (12-3PM) and Evening Events (4PM onwards). Campus tours will occur in the mornings but virtual ones will be available online as well. There is a lot of content that will be available and online to make sure that students who are not on campus still get to experience Orientation. Everything is all subject to the outcome of the five day lockdown. The Student Council has made sure to be flexible and are able to adjust everything moving forward if need be.

4.8 Volunteer Availability

Jasmin Baker reported.

Jas has contacted previous volunteers and new students who have expressed interest in volunteering. An email has been sent out but no response as of yet (could be a result of the lockdown). Our Volunteer program ensures that volunteers are rewarded for their time. Student Council members will reach out to friends and fellow students for interest in volunteering.

4.9 MONSU Card & Showbag

Alice Peddle reported.

The MONSU Card and MONSU Card showbag is not quite ready, we are just awaiting the planner and drink bottle stickers, as well as finalising the sponsors. We should be set to go, however it is all subject to the outcome of the lockdown. The proposal of the Student Council members receiving a MONSU card and showbag was approved.

MOTION PSC 01-21-01

“That 2021 Peninsula Student Council approves the allocation of 11 MONSU Cards and Showbag to Student Council members”

MOVED: Jasmin Baker

SECONDED: Jessie Farquharson

CARRIED

4.10 Operational Update

Elise Redmond reported.

HR Requirements are needed as soon as possible.

Marketing Brief is a google form that details what is needed to transform an awesome event into awesome artwork. Each Student Council member will be expected to fill this out for any social post to be created. Feedback is wanted by the Student Council members.

Any updates to the website should be emailed to Elise Redmond.

Committee google forms should be finalised by tonight (Monday, February 15th).

4.11 Student Council Meeting in Week 1

Alice Peddle reported.

The SGM is going to be held on Tuesday March 2nd at 11AM. We need to achieve a quorum of 30 people, so if each student council member brings two friends we will reach quorum. They must be a current Peninsula student in order to be able to attend the SGM. Elise Redmond has created a registration form for students to register

(<https://www.monsupeninsula.org.au/ents/event/257/>)

Student Council Meeting will be held on Tuesday March 2nd - time to be determined in the next student council meeting.

5. OTHER MATTERS

6. PAPERS PROVIDED FOR INFORMATION

7. DATE OF NEXT MEETING

Tuesday February 23rd at 11AM.

8. ACTION LIST