

Monash Student Council  
1/20

**AGENDA**

Meeting 1/20 of the Monash Student Council is to be held via ZOOM at **11:00AM** on Thursday the 26<sup>th</sup> of March 2020.

**OPENED: 11:11am**

**1. Attendance**

President	James McDonald	(Chair)
Treasurer:	Santino Raftellis	Y
Secretary:	Liz Chiem	(Minutes)
Education (Public Affairs):	Harrini Ratnanesan	Y
Education (Academic Affairs):	Zi Kit Toh	Y
Activities:	Chloe Yeats	Y
CLA:	Nicholas Broussard	Y
Welfare:	Josh Pelach	Proxy to Rebecca Ambler
Indigenous:	Stephanie Ward	Proxy to Jessica Bennett
Environment & Social Justice:	Bailey Webb	Y
Women's:	Meg Ruyters	Y
Queer:	Ariel Horton	Y
Disabilities & Carers:	Nathaniel Dong	Proxy to Basia Mitula
People of Colour:	Sabrin Said	Y
MUISS:	Helen Vu	Y
MAPS:	N/A	-
Clubs & Societies:	Bahe Balamaheswaran	Y
Radio Monash:	Giorgia Cahoon	Y
General Representative:	Noria Akbari	Y
General Representative:	Nicholas Geisler	Y

General Representative:	Pierce Soulsby	Y
General Representative:	Philip Danh	Y
General Representative:	Phoebe Gray	Apology
Observers:	Marni Colonel Georgia Kate Bell Hugh Vullier Drew Alsop	

## 2. Acknowledgment of traditional owners of land

This MSC acknowledges and pays respect to the people of the Kulin nations as the original and ongoing owners and custodians of this land. The MSA commits itself to actively fight alongside Indigenous peoples for reconciliation and justice for all Indigenous Australians.

## 3. Confirmation of Agenda Order

Confirmed

## 4. Confirmation of Previous Minutes

### Motion #1:

That this MSC confirms the minutes of the MSC 1A/20 to be true and accurate recording of proceedings.

**Moved:** Liz Chiem      **Seconded:** Pierce Soulsby

**For:** 20

**Against:** 0

**Abstentions:** 0

**MOTION: CARRIED UNANIMOUSLY**

## 5. Office Bearer and Divisional Reports

<b>a. President</b>	<b>Attachment 1</b>
<b>b. Secretary</b>	<b>Attachment 2</b>
<b>c. Treasurer</b>	<b>Attachment 3</b>
<b>d. Activities</b>	<b>Attachment 4</b>
<b>e. Creative and Live Arts</b>	<b>Attachment 5</b>
<b>f. C&amp;S</b>	<b>Attachment 6</b>
<b>g. MUISS</b>	<b>Attachment 7</b>
<b>h. Radio Monash</b>	<b>Attachment 8</b>

**Motion #2:** Office Bearer and Divisional Reports

That this MSC accepts all submitted office bearer and divisional reports en bloc.

**Moved:** Bahe Balamaheswaran      **Seconded:** Bailey Webb

**For:** 20

**Against:** 0

**Abstentions:** 0

**MOTION: CARRIED UNANIMOUSLY**

**6. Summary of Executive Financial Motions**

~~**Motion #3:** Summary of Executive Financial Motions~~

~~That this MSC accepts all the summary of executive financial motions.~~

~~**Moved:**      **Seconded:**~~

~~**For:**~~

~~**Against:**~~

~~**Abstentions:**~~

~~**MOTION WITHDRAWN**~~

*Liz explained that finance had not provided the summary for this period.*

**7. MSA Financial Statement**

~~**Motion #4:** MSA Financial Statement~~

~~That this MSC accepts the submitted MSA financial statement for January/February 2020.~~

~~**Moved:**      **Seconded:**~~

~~**For:**~~

~~**Against:**~~

~~**Abstentions:**~~

~~**MOTION WITHDRAWN**~~

*Liz explained that finance had not provided statements for this period, to be postponed until next MSC.*

**8. Divisional Representatives Payment**

**Motion #5:** Divisional Representative Motion

That MSC agree to reimburse Divisional Presidents an amount listed as a token for the expenses incurred during their term. These reimbursements are solely for Divisional Presidents only and cannot be transferred to any other divisional expenditure.

MUISS President: \$10,000

Radio Monash President: \$6,000

Clubs & Societies President: \$15,000

MAPS President: TBD

**Moved:** Harini Ratnanesan    **Seconded:** Pierce Soulsby

**For:** 17

**Against:** 0

**Abstentions:** 3

**MOTION: CARRIED**

*James deferred chair to Santino*

*James explains that this is to reimburse the Divisional representatives for the time they put into this role as they current do not receive any honorarium. They put in an enormous amount of work that is currently financially unrecognized, James states that it is important for this MSC to show support and recognition for the time and effort they put in.*

Santino deferred chair back to James

## 9. Coronavirus and Associated Impacts

Considering the public health emergency, we find ourselves unfortunately immersed in, it is important the MSA takes a clear and unequivocal position with respect to education campaigns, workers and student advocacy.

**Motion #6:** Solidarity with workers impacted by Coronavirus

That this MSC stands in solidarity with casual, part-time and full time workers who have had their economic livelihoods disrupted by the ~~crippling~~ – debilitating effects of coronavirus. This MSC commits the MSA to continuing its work assisting workers within the student cohort and the University, where relevant.

**Moved:** Bailey Webb

**Seconded:** Meg Rytters

**For:** 20  
**Against:** 0  
**Abstentions:** 0

**MOTION: CARRIED UNANIMOUSLY**

*Basia suggested amendment for crippling to be replaced with debilitating.*

**Motion #7:** Endorses NTEU Membership Campaign

That this MSC supports the two-month NTEU campaign suspending membership fees for casual workers for three months, extending union protection to vulnerable workers. This MSC endorses the work of the NTEU and the Education (Public Affairs) Office Bearers and commits to supporting their work.

**Moved:** Harrini Ratnanesan    **Seconded:** Ariel Hortan

**For:** 20  
**Against:**  
**Abstentions:**

**MOTION: CARRIED UNANIMOUSLY**

*Harrini expressed they importance of supporting the NTEU as staff are just as impacted and a lot of students are staff as well. Solidarity in a time like this is important such as supporting the fee waiving.*

**Motion #8:** Endorses the ACTU Campaign

That this MSC endorses the ACTU Campaign for the Federal Government to underwrite provision of two-weeks paid leave for workers forced to self-isolate because of the coronavirus. This MSC believes that there should be no financial penalty for any workers having to isolate themselves or take time off, and we also call on the government to underwrite the paid leave guarantee for all workers, including the one in three who have no paid leave.

**Moved:** Santino Raftellis    **Seconded:** Pierce Soulsby

**For:** 20  
**Against:**  
**Abstentions:**

**MOTION: CARRIED UNANIMOUSLY**

*Santino states that as a student union and a mass membership organisation to be endorsing and working with other peak worker representative bodies like NTEU and ACTU. At a time like this where businesses are struggling, that the government steps in so that workers are adequately protected.*

**Motion #9: Parking Permit Campaign**

That this MSC commends the work of the Education and Welfare Departments, who have worked closely with the Executive to advocate on behalf of students and staff to refund parking fees paid with the expectation of on campus classes this semester.

We commit to supporting their continued advocacy and providing necessary resources to ensure a positive outcome from this campaign.

**Moved:** Harrini Ratnanesan    **Seconded:** Rebecca Ambler

**For:** 20

**Against:** 0

**Abstentions:** 0

**MOTION: CARRIED UNANIMOUSLY**

**Motion #10: University Education Delivery Campaign**

That this MSC affirms the important work being done by the Welfare Department, the collective Education Departments and the MSA Executive in commencing a campaign to meaningfully engage with students regarding their perspectives on education.

This MSC requests the relevant departments to provide an update on the progress of their work pursuant to the reporting schedule of MSC. We also resolve to provide logistical support across the relevant departments and divisions.

**Moved:** Zi Kit Toh    **Seconded:** Rebecca Ambler

**For:** 20

**Against:**

**Abstentions:**

**MOTION: CARRIED UNANIMOUSLY**

*Hugh talked about how a survey was being utilised so that students were able to express how they feel about certain issues particularly regarding academics and be able to provide questions to the University on how it was going to deal with the recent changes. So far 400 responses have been collected and the survey will be up for the following weeks, in line with the university education delivery campaign, to keep students in the forefront.*

**Motion #11: SWOTVAC Campaign**

That this MSC endorses the work the collective Education Departments alongside the MSA Executive have been doing to advocate the return of a full week of SWOTVAC. This MSC resolves to provide the necessary resources to ensure this campaign is successful.

**Moved:** Santino Raftellis      **Seconded:** Rebecca Ambler

**For:** 20

**Against:**0

**Abstentions:**0

**MOTION: CARRIED UNANIMOUSLY**

**Motion #12: MSA Stands Against Racism**

That this MSC stands against racism and xenophobia directed towards students of a particular ethnicity or cultural background as a result of the Coronavirus pandemic. In line with this statement this MSC will;

1. Provide significant logistical support to MUISS and POC in the events and services they run for students of a diverse background
2. Work with MUISS and POC to run campaigns confronting racism and xenophobia where necessary

**Moved:** Sabrin Said      **Seconded:** Helen Vu

**For:** 20

**Against:**0

**Abstentions:** 0

**MOTION: CARRIED UNANIMOUSLY**

*Sabrin stated that the vilification and attacks on certain ethnic groups is unacceptable, and the taking a stance on this is very necessary as Monash is a very diverse with people coming from various backgrounds.*

**General Business**

**Preamble**

Students are no longer on campus and MSA is forced to live in a brave new (digital) world as a consequence of COVID-19 isolation protocols. As such, whilst events, initiatives and campaigns will be run out of respective departments, it will be necessary for MSA branding to be clearly communicated to students. Content will be significantly promoted on the MSA main social channels. Financially, a similar situation will take place. This is for both ease, service delivery and to reflect the prioritisation of MSA in light of significant new financial

constraints. The MSA Executive will be engaging with all departments on how best to produce content and where best to allocate money with Semester Two and the reduction of SSAF in mind. As a consequence, rather than having segmented budgets for departments, it is the intention of the Executive and Senior Management Team to pool all the money from the respective departments into a singular department budget line in the Central budget for all departments to access equally. This ensures that all departments have access to financial resources to run the events, initiatives and campaigns we collectively agree students want and need in these circumstances.

**Motion #13:**

That this MSC approves the following departmental budgets:

- Activities Department
- Creative and Live Arts Department
- Disabilities and Carers Department
- Education (Academic Affairs) Department
- Education (Public Affairs) Department
- Environment and Social Justice Department
- Indigenous Department
- People of Colour Department
- Queer Department
- Welfare Department
- Women's Department
- Lots Wife

to be moved to MSC Budget. Executive will still follow the approval process for executive funding (up to 10K) and meet as frequently as necessary

**Moved:** Santino      **Seconded:** Bahe

**For:** 20

**Against:** 0

**Abstentions:** 0

**MOTION: CARRIED UNANIMOUSLY**

*Santino outlined the reasons why this is taking place, one as we are moving largely through an online format, that department are moving forward working very closely in relation to projects and policies. These become more broadly the MSA policy, rather than a single department and it also allows for departments to share budgets when working and collaborating with each other.*



*Santino states that financial revisions are also another point for this motion, as there is an reduction in SSAF.*

*Basia asked how this works in regards to autonomous departments, will a guaranteed budget still be able to be accessed by autonomous departments?*

*Santino clarified that all departments will have access to their budgets, there is no restriction to accessing budgets but just a change in method of access. With the recent situation, there are lots of financial changes such as the finance team only having one staff working and they won't be able to quickly process separate departmental budgets.*

*Basia asked if this is just for this year*

*Santino declared that there is no intention for this to carry on in the future, the hope is that everything settles by second semester and we go back to how it was originally.*

*James deferred the chair to Santino*

*James states that this is a time where we have to stick together and ensure that appropriate measures are taken so the organization can stay afloat and effective during this tough time.*

*Santino deferred chair back to James*

*Bailey asked for clarity on what was meant by the reduction in SAFF, was there a change with the agreement to the university.*

*Santino responded that the university published a video that there would be a SAFF revision from \$308 to \$110 for at least this year.*

## **Preamble**

As a result of UMSU's lobbying, the University of Melbourne has recently agreed to allow students to use a Statutory Declaration in support of Special Consideration applications. While Monash currently accepts Statutory Declarations as supporting documentation, special consideration is rarely given. The health system is currently under a lot of stress and will continue to be for the coming months. GPs are inundated with patients, which makes it difficult for students to obtain medical certificates when they need special consideration. Allowing Statutory Declarations to be used as primary documentation for Special Consideration is imperative during this pandemic to help reduce the strain on the healthcare system and reduce the stresses of students.

**Motion #14:**

This MSC:

- Acknowledges that this semester will be particularly difficult for students as a result of the COVID-19 pandemic.
- Acknowledges that there are now extra barriers for students who seek special consideration, with access to GPs being greatly diminished.
- Acknowledges that it is commonplace for students to be rejected for special consideration even with statutory declarations.
- Seeks a commitment from the university to direct Special Consideration assessors to be more understanding during this semester, and give greater weight to Statutory Declarations.

#### AMENDMENT

**This MSC directs all relevant MSA Office Bearers, particularly the President and Education Officers, to further engage the university to accommodate statutory declarations and other analogous documentation in these circumstances as part of Universal Special Consideration Policy for consideration at the next MSC.**

**Moved:** Phillip Danh **Seconded:** Pierce Soulsby

**For:** 20

**Against:** 0

**Abstentions:** 0

**MOTION: CARRIED UNANIMOUSLY**

*Phil states that he saw in the Monash Website that stat decs are accepted but has conversed with a few students where they weren't accepted. Due to difficulty getting a doctors certificate, is it possible to use stat decs for special consideration.*

*James deferred chair to Santino*

*James asked for clarification that what is being proposed is that statutory declarations can be used for special consideration in place of a doctor's certificate, as Phil mentioned that they were already on the Monash website.*

*Phil replied that he is not 100% sure but has heard that they are not accepted from some students.*

*James stated he will quickly check the university website*

*Hugh expressed that he has heard and known of students using stat decs for special consideration before and asked if there are any specific faculties' or units that don't encourage it, as it is quite concerning to have this inconsistency.*

*Phil voiced that this is anecdotal from mostly the arts and law faculty but is able to find that out of needed.*

*James read from the Monash Handbook 'supporting documentation must be provided and must include one or more of the following ... statutory declaration from student or relevant people'. James declared that is already in the university policy but we can also advocate for it to be implemented university wide.*

*Santino deferred the chair back to James*

*Santino states that is this a good point being raised to get clarification about what things are allowed by the university, to give guidelines to our student advocacy and services team so they have a clear understanding of what they can advocate for to students. It is a clear failure on the university administration that there are some faculties that accept stat decs and some that don't. We need to be able to have guidelines so that if this occurs students are able to raise it with SAS and have the issue addressed immediately.*

*Basia expressed it may be difficult if lobbying is done to the university as a whole, as different faculties have different standards as to what is considered valid for special consideration.*

*James deferred the chair to Santino*

*James declares that he has already been working with the university to get universal special consideration across the board, and agrees with the change in direction of the motion to empower SAS.*

*Santino deferred the chair back to James*

*Phil states he is okay with the amendment and that is universal special consideration is achieved, statutory declarations are given more weight than they currently are.*

## **Preamble**

Both La Trobe and Swinburne have introduced a new measure to support students during the COVID-19 pandemic. It consists of removing units that are failed during semester 1 2020 from a student's academic record, and not including them in WAM calculations. If Swinburne and La Trobe can do it, so can Monash.

### **Motion #15:**

This MSC:

- Supports this measure that has been taken up by La Trobe and Swinburne.
- Calls on Monash to introduce the same measure.

Action

- This MSC directs all relevant MSA Office Bearers, particularly the President and Education Officers, to lobby the university to have units failed this semester removed from a student's academic record and not used in WAM and GPA calculations.

**Moved:** Phillip Danh **Seconded:** Pierce Soulsby

**For:** 20

**Against:** 0

**Abstentions:** 0

**MOTION: CARRIED UNANIMOUSLY**

**Meeting Closed – 12:31PM**

**ATTACHMENT 1 PRESIDENT REPORT**



**James McDonald  
President REPORT  
[Report to MSC 1/20]**

**KEY ACTIVITIES**

Outline Key activities completed thus far since last report

Advocating for preservation of educational outcomes for students in wake of COVID-19.  
Organisational plan and contingency regarding COVID-19  
Plan O-Fest (Cancelled)  
Plan O-Fest: After Dark (Cancelled)  
Engage key stakeholders for the MSA for 2020  
Support OB's in their role

Can also outline work being done for upcoming events

A large majority of the work done for upcoming events has been cancelled due to the COVID-19 pandemic. However we are currently working on delivering services online to ensure support for students during the semester.

**GOALS**

<b>Goal</b>	<b>Progress (Complete/Ongoing/Incomplete)</b>	<b>Comments</b>
Support OB's in moving their content and services online	Ongoing	

Work closely with Lowan (EO) regarding MSA and COVID-19	Ongoing	
Advocate for clearer communication from the University regarding any and all changes effecting students	Ongoing	

**ATTACHMENT 2 – SECRETARY REPORT**



Liz Chiem  
SECRETARY REPORT  
[Report to MSC 1/20]

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**KEY ACTIVITIES**

**Outline Key activities completed thus far since last report**

- Finalised minutes MSC 1a/20
- Maintain up to date Exec Minutes
- Updated and revised MSC dates, OB reporting schedule, Divisional Representatives and Lot's Wife reporting schedule
- MSC 1/20 agenda
- Support OB's in their role, department meet ups with OB's to ensure that the transition of content and services to a virtual medium is as smooth as possible.
- Support in planning with policies regarding COVID-19

**Outline work being done for upcoming events**

- A lot of events and services the MSA provides has been cancelled because of the COVID-19 pandemic.
- Working closely with Execs and OB's to support each department in the transition of moving services online and ensuring that the MSA is still able to support students.
- As next MSC is quite soon after this one, have started organising agenda and relevant materials for MSC 2/20

**GOALS**

<b>Goal</b>	<b>Progress (Complete/Ongoing/Incomplete)</b>	<b>Comments</b>
Keep up to date regarding paperwork, agendas, minutes regarding MSA/MSCs/Exec meetings	Ongoing	
Support President and Treasurer regarding MSA and COVID-19	Ongoing	
Support OB's in migrating their content and services online	Ongoing	



**ATTACHMENT 3 – TREASURER REPORT**



**Santino Raftellis**  
**TREASURER REPORT**  
**[Report to MSC 1/20]**

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**KEY ACTIVITIES**

This report will be divided into a handful of sections; departmental budgets, governance, financial reporting, and coronavirus (Covid-19) updates. As this is my first report of the year, I will attempt to reflect on progress which occurred before the coronavirus.

Outline Key activities completed thus far since last report

**Departmental and Divisional Budgets:**

At the end of last year, roughly December 2019, I engaged with each department and division of the MSA to discuss budgetary expenditure and allocation of resources. Office Bearer pay fractions were adjusted to ensure they are largely in line with one another and reflective of the incredible work all the departments do. Divisional budgets were once again increased to reflect the important work being completed by all the divisions. Finance was selectively made available to invest in increased staff for certain areas to produce greater organisational outcomes and productivity.

Through the budgetary process and increased engagement with all the divisions, I liaised with the MSA Executive on the prospect of providing a financial honorarium to the Presidents of the MSA Divisions. That process will culminate today in the approval of the divisional honorarium motion.

**Governance:**

I presided over the hire of numerous new staff to the organisation, particularly in the Clubs and Societies Division and Finance Department. I have also established frequent meetings between the MSA Executive and senior MSA staff, MSA Office Bearers, and MSA Divisional Presidents. As I serve on the MSA Social Committee, events were planned for both Semesters to facilitate cordial and comfortable staff relations. Further I have presided over the creation of an OB ClickUp (which will now be transitioning to Asana see; Coronavirus Updates).

**Financial Reporting:**

I have further engaged with the Finance Team to ensure we are meeting our statutory obligations. I have also met with our investment team from Pitcher Partners to determine the investment portfolio options for this half of the financial year and the first half of the next. MSA remains committed to not investing in fossil fuel, military, tobacco or associated industries.

**Outline work being done for upcoming events**

**Coronavirus (COVID-19 Updates):**

I have been frequently establishing meetings and attending meetings between senior staff including the MSA Executive and Executive Officer. It is anticipated that the MSA, through both direct expenditure on latent staffing and events, and indirect expenditure, through divisions such as C&S, will lose a significant amount of money from the national lockdown. I am engaging with relevant stakeholders to ascertain where money can be recuperated from and where resource and logistical reallocation can take place to minimise the financial impact on the organisation. A further update will be provided at the next report submitted to MSC.

**ATTACHMENT 4 – ACTIVITIES REPORT**

Chloe



Yeats and Joseph Lau

**Activities REPORT**

**[Report to MSC 03/20]**

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**KEY ACTIVITIES**

Outline Key activities completed thus far since last report

- Worked to create ideas, including overall look, name and vibe for O-Fest: After Dark
- Attended meetings and worked with key university stakeholders in preparation for O-Fest: After Dark
- Completed budget and sorted through list of Clubs and Societies for Food Fest
- Post COVID cancellations + move to online we are revising our department
- Met up with Des/Com for meeting regarding how we can use social media and online platforms to reach our audience

Outline work being done for upcoming events

- Currently looking at a coming back event/party whether it may be after or during semester events. Also working towards our main goal of an AXP end of semester 2
- Although we are unsure how the current virus will be later down the track.
- Working on ideas for how we can engage students online, whether that is through vouchers, giveaways, virtual parties.

**GOALS**

<b>Goal</b>	<b>Progress (Complete/Ongoing/Incomplete)</b>	<b>Comments</b>
Run 1 Party Event	Ongoing	
Committee Meeting for Ideas	Ongoing	Have had multiple chats for ideas on how to engage with students, will be looking towards a more formal meeting
How to engage students online	Ongoing	Thinking about ways to engage students through the activities department but online.
Organising events for semester 2	Ongoing	Looking at what we can do/run in semester two, including an on campus party, food events and an AXP

**ATTACHMENT 5 - CREATIVE AND LIVE ARTS REPORT**

Georgia Bell and Nick Broussard



CLA REPORT

[Report to MSC 01/20]

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**KEY ACTIVITIES**

**Outline Key activities completed thus far since last report**

Reimagined Wednesday Sessions

- Created playlist of artists (to be released week 3 with first new wed sesh)
- started to contact artists about backyard recordings for students
- working with exec and comms about giveaways

Contacted a number of comedians for Comedy Week (6)

Working on online access to Museums to be released Week 4

- Started to prepare having an online presence through the joint accounts for Activities and CLA departments
- Started to prepare having an online presence through the joint accounts for Activities and CLA departments
- 

**Can also outline work being done for upcoming events**

- Contacting companies that we can collaborate with for the Wednesday Session drops which will be occurring Wednesdays from week 3-10. Some of the ideas include uber eats/other delivery companies, Netflix/streaming vouchers, spotify premium vouchers etc.
- Contacting comedians to try and get them to record promo videos for us to post, organising a schedule for the ones that we can get to post. Also organising things to giveaway to people stuck at home.
- Contacting museums and galleries which may do virtual tours and seeing if we can offer that to students either with vouchers or for a discounted price.

**GOALS**

<b>Goal</b>	<b>Progress (Complete/Ongoing/Incomplete)</b>	<b>Comments</b>
Maintain Wed sesh brand, keep it relevant with students without losing quality - transitioning them to online with a focus on providing physical things to students eg gift vouchers	Ongoing	As Wednesday Sessions are one of the biggest deliverables to students from the MSA we want to be able to offer a similar experience to help students, especially those effected by being quarantined
Find and confirm comedy acts & promote Comedy Week effectively (eg find best delivery method)	Ongoing	Ongoing conversations with Comms, and contacting comedy acts through Tony and Rany
Release online museum links	Incomplete	Contact comms in week 2b about creating and online phamplet with working links to best online museum links (links already found)
Introduce self & dept on facebook	Incomplete	Just need to complete and get Activities approval
Record process effectively for future OB's	Ongoing	As this process is brand new would be great to have this recorded for future apocalyptic events!

**ATTACHMENT 6 - CLUBS AND SOCIETIES REPORT**

Bahe

Clubs



Balamaheswaran

**& Societies REPORT**

[Report to MSC 01/20]

**KEY ACTIVITIES**

Since my last report to MSC, Clubs & Societies has undergone a number of significant changes.

**Student Leaders Retreat**

In November of last year, the second ever Student Leaders Retreat (SLR) ran. SLR was an excellent cross-campus collaboration, involving the MSA, other MSOs and a number of our clubs & societies. Key workshops were run on respectful communities, engaging members, and more.

**Staffing Changes within C&S**

In December, we saw our long term member of staff and highly respected Support Officer, Alastair Thomas, leave to take up a new role with the Faculty of Pharmacy and Pharmaceutical Science.

Since his resignation, we've seen significant changes to our staffing structure. The previous Support Officer role has now split into two roles, Support Officer and Projects Officer. Alongside our new Admin Officer, this brings the total number of staff within C&S to 5.

As a result of these changes, a large administrative strain on the C&S staff has been lifted and this division is now poised to grow with staffing roles that can adjust alongside our division's future needs.

**Code of Conduct for New Club Affiliations**

The C&S Executive also recently introduced a new code of conduct for our new club affiliations process. The measures that form part of this code of conduct include:

- Ensuring that new club applications remain confidential
- Increasing accountability over conflicts of interest
- Ensuring that C&S Executive members do not run for newly affiliated clubs
- Ensuring an adequate consultations process is undertaken with existing clubs if a proposed Club has purposes that are similar or may be perceived as similar to an existing Club

These changes will make the new club affiliations process a more transparent, accountable and objective process.

### Training Grant

C&S has also recently launched a new Training Grant. This grant aims to subsidise essential training by clubs office bearers. Training covered by this grant include RSAs, Level 2 First Aid/CPR Refreshers and Food Safety Handling. This new grant will help make club events safer for all involved.

### COVID-19

The escalating COVID-19 crisis has had a significant impact on our Clubs & Societies. The cancellation of two O-Fests has meant that our over 110 clubs have not had the opportunity to actively promote and sell their memberships to the student population. This will no doubt have implications on club finances and the Monash student experience. It has also meant that a number of our clubs have incurred significant irrevocable costs.

In light of the circumstances, we've also had to make the difficult decision to require all clubs to cancel or postpone any in-person and face-to-face events until further notice. This was effective from the 17th of March. In addition, we've had to cancel this semester's highly anticipated round of new club affiliations.

Throughout this difficult period, C&S is extremely appreciative of the support we've received from the MSA's Executive and Staff. With their support, we've been able to develop a response to support clubs throughout the COVID-19 public health crisis.

### Online Memberships Platform

Last month, C&S was fortunate enough to have been able to launch an Online Memberships Platform for our clubs. This would not have been possible without the support of the MSA's Executive who centrally funded this platform. We're in the process of refining and developing this further to serve the needs of our clubs & societies community.

### Orientation Recovery Grants Program

In response to the first O-Fest postponement, C&S developed the Orientation Recovery Grants Program with the support of the MSA's Executive to fund any irrevocable expenses incurred by clubs. We're right now assessing our capacity to compensate clubs further for any expenses they've incurred as a result of the second O-Fest cancellation.

### Changes to C&S Administrative Requirements

To enable clubs to better operate, we've made a number of key changes to C&S Administrative requirements – these include waiving minimum membership requirements, extending administrative due dates, etc



**WORK CURRENTLY BEING DONE**

**Compensation for Clubs**

C&S is currently assessing our capacity to compensate clubs further for the expenses they've incurred as a result of the second O-Fest cancellation.

**Tech Upgrades within C&S**

With club events not be taking place, C&S is taking the opportunity to explore tech upgrades for our clubs. Namely, we're exploring the possibility of online document submission and online voting.

**Regulation Changes + Compliance**

This hiatus that we're experiencing is also a good opportunity to explore updating outdated manuals and regulations within C&S. We're also exploring ways to improve financial compliance among our clubs, such as facilitating ACNC registration for our existing clubs, which will ensure that for the vast majority of our clubs the issue of tax liability is addressed.

**GOALS**

<b>Goal</b>	<b>Progress (Complete/Ongoing/Incompl ete)</b>	<b>Comments</b>
Develop Compensation Scheme for clubs affected by second O-Fest cancellation.	Ongoing	
Explore Tech Upgrades for clubs & societies.	Ongoing	
Pivot work of C&S Executive from day-to-day administration to Projects.	Ongoing.	

**ATTACHMENT 7 – MUISS REPORT**

Helen

MUISS



Vu

REPORT

[Report to MSC 1/20]

**KEY ACTIVITIES**

- International student Information Package (Infographic)
- Facebook Photo Album “Students’ Services on campus” and
- Discord server for International students

**GOALS**

<b>Goal</b>	<b>Progress (Complete/Ongoing/Incomplete)</b>	<b>Comments</b>
Help first year International students in dealing with commencing online and help with social isolation	Ongoing	
Aid students in reaching out to the appropriate students’ services on campus	Ongoing	
Reaching out to as many international students as possible	Ongoing	Would appreciate inputs on promotional ideas

ATTACHMENT 8 - RADIO MONASH REPORT

Radio



Giorgia D'Arcey Cahoon

Monash REPORT

[Report to MSC 1/20]

KEY ACTIVITIES

Outline Key activities completed thus far since last report

**Completion of Radio Monash Sever Project**

As of January 2020, we completed our SSAF funded project to set up an internal sever at Radio Monash to improve the audio quality of our stream and allow greater autonomy over the station's abilities to provide services to students.

**Production Studio**

Members of the Radio Monash Committee over the summer have recorded, mixed and produced several projects, including its first EP for a Monash student band called Prerock. We continue to fit out the space with sound treatment as well as purchase essential equipment for its operation. The studio is available for use to the whole Monash community as a rehearsal space and recording studio.

**Relaunch of our Journalism Outlet**

Radio Monash has relaunched its journalism outlet for 2020 with a core focus at reviewing and reporting on music and related events. Since its relaunch we have covered The Loch Heart music festival, which took place in November 2019, as well as reviewed several album and single launches.

**Ofest preparations and our 'Back on The Waves' launch gig.**

We spent most of our summer dedicated to preparing for Ofest and our launch gigs. At this current time, due to COVID-19 we have postponed our launch event and plans for orientation week. We have prepared 150 hand screen-printed show bags for members, but unfortunately due to the opportunities lost for exposure at Ofest and our in-person events, we anticipate a much smaller member base for this year.

**Cataloguing our Record Collection**

Over summer we were assisted by some incredible volunteers to begin the mammoth task of cataloguing our extensive 5000+ vinyl record collection. We have used a website called Discogs to assist with the record keeping and roughly estimate the collections worth.

**Semester 1 Presenter Schedule**

Despite the COVID-19 outbreak we are still taking application for semester one shows and we are still on track to begin shows from week 4 as initially intended.

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Can also outline work being done for upcoming events

**Radio Monash Response to COVID-19**

Due to the restrictions and safety precautions surrounding the COVID-19 outbreak, Radio Monash is workshopping potential solutions to allow remote broadcasting through our online server.

**GOALS**

<b>Goal</b>	<b>Progress (Complete/Ongoing/Incomplete)</b>	<b>Comments</b>
Allow presenters to remotely broadcast from their own homes	Ongoing	
Maintain the Radio Monash community and increase awareness of the station through an increase in online presence	Ongoing	