**EXECUTIVE MEETING**

**Date: 23.12.21**

**Time Opened: 10:06 (9:36 for Grace)**

**Attending: Christian, Chido, Ben, Bea, Grace, Jaya (late)**

**Apologies: Phi, Jaya (arriving late)**

**Minutes: Ben**

**Time Closed: 12:11pm**

AGENDA ITEMS

1. Acknowledgement of country
2. Administration
   1. Accepting the previous meeting’s minutes
   2. Executive decisions since the last executive meeting
      1. NUS Observer Motion passed by email 7/12/21
   3. Declaration of conflicts of interest
3. Declaration of confidential agenda items
4. Portfolio reports
5. WHS/EAP reminder
6. Matters for discussion
   1. SSAF
   2. O-Week
   3. Course Representatives
   4. Mature-aged students
   5. O-Week Sponsorship
7. Matters for decision

MINUTES

**Acknowledgement of country**

**Administration**

**Accepting the previous meeting’s minutes**

Moved Ben

Seconded Bea

Passes

**Executive decisions since the last executive meeting**

**Declaration of Conflicts of Interest**

**Declaration of confidential agenda items**

* SSAF
* O-Week

**Portfolio reports**

**Christian**

* Busy with SSAF recently
* Went to the SSAF forum
* Shout-out to Phoenix for successfully defeating ANU’s attempt to limit our events
* Shout-out to Jaya for constructing a comprehensive table of actuals 2017-2021 for SSAF negotiations
* Shout-out to Chido for completely redoing the BKSS in less than a month

CF: Meeting with department officers and cleaning up the office. Figured out a system for storing merch.

**Chido**

* Trainings
* BKSS
* Foyer
* Department Support
* College Reps
* ANU meetings

CN: training is all lining up. Very limited options for anti-racism training. Get one professional development for staff, exec and dept officers. BKSS great! Figuring out how to store craft and mutual aid stuff.

**Jaya**

* SSAF
* QPay Contract
* Bank handover
* Departments
  + Department financial training went well, shoutout to Ben and Eleanor for assisting with that
  + Next session is January 14th
* Department financial reviews for audit
* Sponsorship
  + Getting good interest for O-Week
  + Prospectus almost finished putting together, shoutout to Phi and Erin for helping put together changes for that (changes to our fee schedule for sponsors along with other changes)
    - Ethical sponsorships committee has met twice now
* Alumni engagement

JR: put together SSAF actuals. Getting access to banks. Department finance work. Sponsorship is going well.

**Ben**

* Media Policy
  + Redrafted the media policy and will be working with Michael on it through mid-January. So far, my approach is to not impose many more limitations on reps than the constitution and freedom of reps regulations already do.
  + Michael has shifted it slightly to cover information as well in terms of confidentiality and misleading a meeting of the association.
  + Timeline from here is to finalise a first draft in mid-January, go out for consultation with reps, redraft, reconsult and then pass it at SRC1.
* Disputes Reform
  + This is on my to-do list to work with Michael on in January. I plan to write ‘disputes regulations’ that will govern, among other things
    - Terms of members of the committee
    - Publication of decisions
    - Procedure for disputes
    - Standard of review
    - Creating an ‘advisory decision’ capacity
  + The timeline here is that I intend to get a working draft of it by the end of Feb. I will then consult, especially with Disputes Committee themselves, then look to have it passed at OGM1. If it becomes more complex, I will push this back to AGM
* Department training and support
  + Helped Jaya with round 1 of department training
* AICD training
* Academic support submissions and focus group
  + Really keen to make a genuinely good submission into this review. Grace did some great research. I emailed Roxanne letting her know that we would prepare a submission and she seems really interested in hearing about a lot of the perspectives I want to raise, namely how effective the support services are for marginalised students.
  + I’ve invited input from the college reps and department officers but, unless I hear back from them before, I will probably specifically reach out to a few, especially Chamika and Saf.
* Archives
  + Meeting with Sarah Lethbridge (Senior Archivist at Noel Butlin Archives) in January next year.
  + Will hopefully be able to donate a lot of the banners and records.
  + I will seek assurances on the material being either archived or returned to us. Not comfortable with them potentially destroying material they don’t think has value that we might value.
  + I’m also going to see what scope there is to withdraw material temporarily to exhibit it (say in the Night Cafe).
* Staff policy
  + Eleanor briefly raised that staff policies may need to be passed at SRC. I asked Michael for advice on whether this was necessary. His advice was essentially that it isn’t explicitly essential but is advisable in case any dispute was ever brought under one of the policies.
  + As an interim measure, staff policies can be brought to SRC and I as chair would not accept amendments because to do so would conflict with the association’s obligations under the EBA.
  + In the long term, I raised to Michael that we may want to look at constitutional amendments to give to power to approve staff policies to either the executive or the President because it just isn’t very fit for purpose to wait on SRC with regards to staff matters.
* ‘Handover’ for college reps
* TROC work
* Becoming really interesting.
* Meeting plan for the semester
  + Tell me asap if you have problems with it
* Election reform
* Other governance reform
  + Meeting with CGRO in Jan to figure out the timeline for Council to approve our constitutional changes.

**Beatrice**

**Student Safe Protest Guide**

* have formed a timeline to complete a mini edition of the Protest Guide by o-week to out at Ed-Com stalls and distribute incl. rights at protest (for both domestic and international students) how to run a rally, a march, a forum, a banner drop. Meeting Monday’s from 10/1 onwards w/Elise to work on this.
* Have had 1 dedicated meeting for this with enviro Officer Elise so far and have organized to meet with Luke H on 10/1 on this, reaching out to Chamika after the shutdown and my leave about international students’ rights at protests. hand

**Dep Ed Process**

* Putting out Dep Ed call out to close on 12/01/22
* Ben and Bea to interview for the positions 17-18/01/22 to select

**Banner Library**

* forming a banner library of old banners that can be reused at protests for time poor students
* Potentially planning an O-week banner event, yet to discuss with others who might be interested incl dep officers?

**Banner/Protest Supplies**

* Looking at/budgeting supplies we’ll need for building effective/accessible easy to carry banners incl calico, staple guns, bamboo
* Collecting cardboard from BKSS debris
* Coming in to test paints in the storeroom today

**Collab with Enviro Officer**

* Starting talks on training events for Enviro collective/Education committee members
* Going to do a graphic design course on skill share in early January for any activist resources we build to be accessible

BT: Working with Elise. Will release edcom application soon.

CN: guide printed?

BT: a5 guide printed.

CN: also post online. Print QR codes.

**Grace**

**Mutual Aid/Goods Provision**

* Thank you to Chido for all your help and generosity in planning and setting this up!
* It will be a physical space that will operate in the ANUSA foyer, next to the BKSS.
* To begin with, it will consist of some of the current food and goods donations in the BKSS. It will be open for use in February 2022. It will be open to contributions eventually once it is appropriate given COVID-19 guidelines, there is residential hall connections and widespread communication and there is a solid, safe and approved plan for how goods will be acquired. COVID-19 permitting, I aim for it to run smoothly and self-sufficiently by the end of Semester 1.
* In saying that, ANUSA will contribute to it if there is excess/unexpected donations given to ANUSA and/or provide material/financial support to address a circumstance (running unexpectedly low/COVID-19/sudden surge in amount of struggling students)
* All the physical materials and food and goods required to set it up and get it going have been ordered/already obtained.
* This service will be communicated to students in multiple ways closer to February
* There will be new signage around ANUSA. It will be simpler and the messaging will be akin to ‘free food upstairs’, reducing the need for institutional knowledge.
* I have contacted several organisations that provide perishable food to charities for distribution for free. I am arranging meetings with them in the new year. If engagement with the BKSS/ANUSA is higher/student need unexpectedly increases, these organisations would help us to quickly increase our provision of perishable food to match need. This may not be necessary, but getting information about the logistics and capacity of the organisation before there is an issue/for future Executive reference is still helpful.
* I have researched and compiled the mutual aid systems and service provision of almost all student unions in Australia to look for opportunities, ideas and obstacles.

**Food Insecurity**

* I have compiled a document of all the relevant research and information about Australian university student food insecurity- what it looks like, what its caused by and what effective measures to alleviate it are. Has been helpful in identifying what the needs and issues my mutual aid system/ANUSA services and support should be addressing. Will be a good reference document for future executives. The research highlights highly concerning and important issues for ANUSA e.g. almost 50% of university students experiencing food insecurity at least weekly and over 90% of university students never/almost never meet their daily nutritional needs.

**Housing**

* I am in contact with several community housing/co-op/shared living organisations in Canberra. All are part-time and/or volunteer run so our meetings will not be until late January/February when they have availability. I want to establish relationships and lines of communication that are mutually beneficial and can support students who are priced out of on-campus accommodation and increasingly off-campus housing too.
* Thinking about running some sort of campaign around off-campus housing near winter time

**Wellbeing Committee**

* Applications have been received for all three positions. Applicants have not yet been advised about the status of their application. Interviews will be held early in the new year.

**Child Care Liaison Committee**

* Discussed and provided materials about the Parents’ Room. This will be a great avenue for engagement with it in the new year.

**Timetabling Committee**

* Project is on track. I will be assisting with trialing the technology

**Other**

* Made a document on the best practices for academic support in universities for Ben. ANU offering seems to be very similar and mainstream to universities worldwide- looking at research, not necessarily a sign that they are effective or efficient.
* Very excited to work with Jaya and Avan on potentially subsidizing birth control and establishing a strong and productive relationship with the IHC to help on-campus students access services and support.
* I will be running a stall every day in O’Week to hand out free goods. It will be a really good opportunity to directly communicate with students about ANUSA services, mutual aid and the BKSS. Currently planning for it, will have more specifics in the future.

GK: mutual aid going well. Getting new signage that is clearer. Planning for contingencies in emergencies for how to distribute goods. Been talking to a few orgs that give away food for free. In case our usage of services goes up. Researched mutual aid systems at other unis. Dived into uni student food insecurity to figure out what needs we are actually meeting. It has definitely changed how I envision operating the mutual aid system. Housing: trying to work closer with Housing Co-op. Will reach out to unions and other orgs about renters support.

**Phi**

**WHS/EAP reminder**

Need to wear a mask in the office. Get boosters.

EAP gives you four free counselling sessions. Benestar posters are around the office.

**Matters for discussion**

**SSAF**

**O-Week**

**Course Representatives**

CF: CLASS representatives. Good to have them if we properly connect with them. Ideas for how to engage?

BY: Class rep Facebook group.

**Mature age students**

CF: someone needs to do mature age student fb group.

Grace on it.

**Student Care Fund**

CF: Subsidiary company. Michael worked on how to make us a tax deductible gift recipient. Pass money over to SAT.

**Matters for decision**