**EXECUTIVE MEETING**

**Date: 28-04-21**

**Time Opened: 12:10pm**

**Attendees: Madhu, Christian, Meg, Sophie**

**Apologies: Jin, Maddie**

**Minutes Taker: Meg**

**Time Closed: 1:30pm**

AGENDA ITEMS

1. Acknowledgement of country
2. Declaration of confidential agenda items
3. Apologies and administration
   1. Confirming last week’s minutes
   2. Executive and staff leave
4. Portfolio Reports
5. University Committees
6. SRC Action items/debrief
7. WHS & EAP
8. Other Business
9. Close of Meeting

MINUTES

1. **Acknowledgement of Country**
2. **Declaration of confidential agenda items**
3. **Administration**

Motion to confirm last week’s minutes.

Action Items: Meg to re-circulate the minutes after the meeting. It has been a while since we’ve last read.

1. **Portfolio Reports**

**Madhu:**

* SRC Report 2 caught the bulk of the issue.
* COVID situation overseas changing; additional special considerations for out of country students – conversations with student registrar and DVCA upcoming.
  + This would be on top of the conversation about CRS/CRN
* Commercial venture updates - meeting COO next week
* University administrative processes (extensions, EAPs, show cause – late withdrawals)
* Finishing PDs with Exec members

**Christian:**

* Retreat
  + Have selected dates and Jindabyne, end of semester - 18-20 June
    - Activities: initiatives, flying fox, puzzle room
* Committees
  + RRUWG
  + Academic Freedom
  + AQAC
* BKSS
  + Want to promote it more as it is empty
  + But has been quite good when operating and people have been there
  + Very proud of the staff!
* Wellbeing Committee - Sophie to update on this one
* Departments
  + Have been assisting some departments on some issues, aim to be more available and visible in terms of assistance I’m providing.
* Neuroscience Campaign – mainly being spearheaded by a grassroots campaign in the institute. Trying to come up with an effective approach as opposed to just protesting a budget cut without solutions.

Priorities for next week: preparing for academic committees.

**Jin:**

* Motions passed at SRC 2 to finally enable us to buy the bus!!
  + Have paid the full invoice and bus will likely be delivered sometime next week
  + Will be arranging parking, rego and roadworthiness next week
  + Will also be consolidating bus renting out policy to ensure it’s taken care of and we ensure its longevity
* Motions also passed at SRC 2 for Ethical Sponsorships
  + Will call a meeting next week to ensure that we will have a full register in time for Bush Week
  + Will start consolidating information to ensure it’s as effective as possible
* Financial Report
  + Should be in today and will send to Meg in time for AGM
  + Took a bit longer this year because wanted to make sure that DSA was included in the audit but did not work out in the end
* Department Finance Training
  + Ran a casual training with treasurers of Womens and Queer\*
* Liana will be going on leave in September so I will be also meeting with her to ensure that essential financial jobs will still get done in a time-efficient way
* Almost done with the term deposit – just one last thing to fill out but should be done early next week
* Business – waiting on university to get back to us and also for Andrew’s report
* Will also be meeting with Erin to discuss the ANUSA card
* Alumni – will be reaching out to ANU Advancement to discuss a collaboration on an alumni ball
* BKSS – will be working on a system to properly inventorise the marquees and work with the BKSS staff to ensure that people are following the proper procedures when checking out and lending out the marquees

Sophie had questions about getting government grants for things like LessStresstival and how she could help with organising Alumni Ball.

**Sophie:**

* Bush Week
  + Coordinator will have about 147 hours
    - Working on job description currently which is to be proofed by Michael
    - Timeline is that they should be onboarded by the end of Semester
    - Likely won’t be doing work on FNP given that they will finish up before FNP
  + Will be some later conversations about how this work will fit in to the Exec Schedule
* Wellbeing Committee is happening
  + Now have Deputies etc.
* Less Stresstival quotes are now finalised and procurement will be happening next week
* Getting onto Volunteer Thank You for O-Week
* Have taken some leave over the past few weeks
* Working on an internship program for a fair where the Embassies come and talk about how students can get involved with them
  + Waiting on some final confirmations about embassy contacts from language and culture clubs and societies
* Met with Vincent about Queer\* Ball

**Maddie:**

* Helping out with the Neuroscience Campaign – would like to organise a protest but not sure what the best way to go about that is
  + Thinking about potentially doing a virtual campaign
* Procotrio case happening at the moment in relation to CBE – considerable accessibility issues concerning this
* Working with the BIPOC Department on an Anti-racism capaign and getting Indigenous Department involved as well – hoping to launch by Week 8
* Moving the organising meeting on the cuts to the Tuesday with the EAN
  + Can then update Ed Com on the organising meeting
* Organising dinner with buddies

Action Items: Maddie to sit down with Madhu or Meg and go through the SRC/OGM motions and look at the identifiable action items.

**Meg:**

* EC Governance Training booklet has been finalised and is super cute
  + Womens, ISD and BIPOC are nearly done as well
* Governance Working Group is chugging along – hopefully will be a useful forum
* Responding to some queries from DVCs about the constitutional changes but they are mostly happy with the alterations
* Meeting with Ben W next week to get some input on the Gen Rep Project Register
* Finalising minutes of meetings to be passed at the Term 2 meetings
  + Also putting out notices, invites etc for meetings
* Met with Wellbeing Committee Secretary about ANUSA governance and formalising the committee
* Organising for AGM with Jin
* Organising Governance Reform and Electoral Reform Working Group things – would appreciate support in referring people who you think would able to contribute successfully to these committees
  + Governance Reform is working on the joint office bearer thing and will look at Finance Regs next
  + Want to organise an SRC wide meeting next week about to be he Finance Regs

1. **University Committees** 
   * Meg – Class Allocation Project Steering Committee, University Research Committee
   * Sophie – KRG and SEEF
   * Madhu – RRWG, Academic Board Steering Group, University Council
   * Christian - RRUWG, AQAC, Academic Freedom, Student Leadership, TEQSA
2. **SRC Action Items**
3. Madhu to do the statement with respect to the Myanmar motion
4. Meg to organise Disputes and Probity inductions
5. Meg to update the Procurement Policies and Ethical Sponsorships Policies and then forward them to Admin to post on the website. Also Meg to update them in the Policies Register
6. **WH&S / EAP Things**
7. **Other Business**
8. **Close of Meeting**