

## EXECUTIVE MEETING 18.12.24

### AGENDA & MINUTES

**Date: 18.12.2024**

**Time Opened: 4:05pm**

**Attending:** W. Burfoot, V. Gangarapu, S. Gorrie, H. Oates, H. O'Brien, R. Paton, K. Rosenberg

**Apologies:** None

#### **Previous Meeting's Minutes**

Private: N/A

Public: N/A

**Time Closed: 5:15pm**

### AGENDA ITEMS

Acknowledgement of country

Administration

- a. Accepting the previous meeting's minutes
- b. Declaration of conflicts of interest
- c. Executive decisions since the last executive meeting
- d. Declaration of confidential agenda items

Portfolio reports

ANU Committees

WHS/EAP reminder

Matters for Discussion

- Strategic Plan – Priorities for the year

Matters for Decision

## MINUTES

### **1. Acknowledgement of country**

Delivered by WB. Lands acknowledged by those on Zoom.

### **2. Administration**

#### a. Accepting the previous meeting's minutes

None to approve.

#### b. Declaration of conflicts of interest

WB reiterates the importance of recording and managing conflicts of interest.

#### c. Executive decisions since the last executive meeting

HO'B:

- Approval for Market Day "HireAll" Equipment Hire totaling \$32,214, due to price required approved by the entirety of the executive, approved.

#### d. Declaration of confidential agenda items

### **3. Portfolio reports**

#### **President - W. Burfoot**

*Recent: NUS National Conference, attended as a delegate. BKSS Interviews. ISD-DSA catchup regarding Medical Centre announcement. Poster Policy meeting. AICD Pre-briefing. EC officer catchup. Library Recruitment. Executive Retreat. SSAF Allocation.*

*Upcoming: Working with Sam to prepare timeline for Constitutional changes before Christmas. Supporting Harrison with O-week Prep, this will be a job for the whole exec. Medical Centre will be an unfolding topic of discussion.*

*Other: Strategic Priorities/Plan for our term.*

WB: Speaks to ensuring BKSS employees match the diversity of ANU broadly, particularly important for those using the BKSS.

#### **Vice President – V. Gangarapu**

*Recent: EXEC RETREAT! Reviewed BKSS applications, interviews finish Monday. First-aid, mental health first-aid, and other trainings. Writing about the BKSS and an international student guide for the Crash Course Guide. Academic Board. AICD Pre-briefing.*

*Upcoming: Send out emails to selected BKSS applicants. Finalizing BKSS budget with Hayden and admin.*

*Other:*

### **Education Officer – R. Paton**

*Recent:* Attended Exec Retreat. Worked with Kiera to draft the contents, timeline, and page layout for the Crash Course Guide, email different reps to coordinate writing for guide, reached out to the wider community to help with the guide. Collated information on BYOD Exams and Standardised assessment times. Attended NUS NatCon as an ANU delegate.

*Upcoming:* Graphic design draft for crash course guide. Continuing to edit and assemble pieces for booklet

*Other:*

### **Treasurer – H. O'Brien**

*Recent:* Attended Executive Retreat. Attended the National Union of Students Nat Con as a student unaccredited observer. Begun training in XERO in order to better understand the software as part of my continuing handover in role. Worked on Ethical Sponsorship and begun grading/ranking the sponsors who have thus far requested a booth/stall.

*Upcoming:* BKSS Budget Meeting Friday 12:30, Hopefully catching Will for a meeting before shutdown, Utilizing new website to start fulfilling transparency policy and publishing expenditure and executive pay reports

*Other:* I am devastated to formally announce the Kambri (Activation?) Group has disbanded

### **Welfare Officer – K. Rosenberg**

*Recent:* Exec retreat. NUS NatCon. CC Guide: submissions tracker, timelines made, 5 Jan as deadline submission. Deadline to send to printers on 20 Jan to then once back to organise to put them in packs, etc for handing out.

*Upcoming:*

*Other:*

### **Clubs Officer – H. Oates**

*Recent:* Attended Exec Retreat. Attended and travelled to NUS NatCon as unofficial observer. Did 5 interviews for O-Week coordinators, drafted volunteer job description, drafted fair elections interpretation, some club administration + dispute resolution, set sponsored club pool scheme into motion with recruiting sponsors, started writing Crash Course Guide article on club system, reviewed some companies for ESC, drafted Clubs Correspondence.

O-Week: sorted theme, drafted list of ANUSA events, wrote guidelines and assessment criteria for clubs- ANUSA O-Week event grants,

*Upcoming:* O-Week 😊, more clubs disputes, Monday Moose safety w Womens' Dept

*Other:*

WB: Shouts out Harrison's hard work on O-Week and supporting clubs.

#### **General Secretary – S. Gorrie**

*Recent:* Attended Exec Retreat. Set up Reps List/tracker for all of SRC. Added all to ANUSA Slack and SRC Facebook Group, chasing up final people who've not joined yet. Attended and travelled to NUS NatCon as ANU Delegate. Planned out Sem 1 calendar for SRCs, EDCs, and the General meetings. Created a Governance Review master spreadsheet, with considerations of how we want to implement each one (points to discuss). Looked at constitutional amendments already proposed.

*Upcoming:* Working on finding Reps to be the new mods for New @ ANU. Continuing to work on Gov Review planning.

*Other:*

#### **4. ANU Committees**

WB: ANU Council

WB: Honorary Committee

WB: Cultural and Behavioral Expectations Working Group – Residential Experience Division

#### **5. WHS/EAP reminder**

WB: Notes

#### **6. Matters for discussion**

Strategic Plan – Priorities for the year

KR: Can we put our priorities document out in O-week? Yes.

#### **7. Matters for decision**