

# Monash Student Council

## Confirmed Minutes

Meeting 15/08 of the Monash Student Council held at 5pm on Monday the 1<sup>st</sup> of September 2008 in Wholefoods.

*Meeting opened at 5:08.*

### 1. Attendance:

President:	Mat Hilakari	(chair)
Secretary:	Julian Campbell	(minutes)
Treasurer:	Yuliya Mik	Apology
Education (Public):	Mark Baker	Proxy to Kim Parker
Education (Academic):	Dash Jayasuriya	Proxy to Michael Keane, then Ella Broughton-Cunningham
Activities:	Sarah Cousins	
Welfare:	Fiona Lander	
Environment:	Lana Kagan	
Women's:	Caroline Shipley	Apology
Female Queer:	Allegra Lofgren	
Male Queer:	Owen Smith	
C&S:	Ryan Alexander	Absent
MUISS:	Ronny Tsee Woon Yuen	Apology
MAPS:	Jessica Michaelides	
General Representative:	Tegan Dobbie	Absent
General Representative:	Simon Singer	
General Representative:	Maeva Veerapen	Apology
General Representative:	Jeremy Healsmith	
General Representative:	Dara Conduit	Apology
Indigenous:	Billy Gray	Absent
Observers:	Chris Salmon Ben Donald David Murphy Quah Nguyen Gail Morgan Benjamin Waghorn Alison Rogers Miriam Glasby	
Other apologies:	James Mentor Ephiny Gale	

### 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

### 4. Summary of exec financial motions

Attachment: 01/15

The MISB is the Monash International Students Ball. This was advertised over the GEMA to all staff and officebearers. The MSA table was appalled to note the nefarious activities of the MONSU table

which engaged in the theft of diamonds throughout the night. The MSA table was responsible and merely borrowed diamonds.

**5. Confirmation of previous minutes**

**5.1** MSC 14/08

**Attachment: 02/15**

**5.2** MSC 15a/08

**Attachment: 03/15**

Mr Singer requests that copies of the previous minutes be printed and handed out to MSC members. Mr Campbell replies by noting that all council members and interested observers receive the past minutes by email to save paper and encourage reading before, rather than during, the Council meeting.

**6. Matters arising from previous meetings**

None arising.

**7. Reports**

*Ms Michaelides enters at 5:13pm.*

Reports due at previous meetings:

**7.1** Education (Public Affairs) Report

**Attachment: 04/15**

No questions arising.

**7.2** Welfare Report

**Attachment: 05/15**

The Welfare officers are asked what specific areas they would like more funding for. Within the current budget they feel it's hard to run effective fundraisers and they need about \$500 more to run Free Food Mondays. They have sent emails to this effect to the Treasurer with no response.

**7.3** Male Queer Report

**Attachment: 06/15**

No questions arising.

**7.4** Female Queer Report

**Attachment: 07/15**

Ms Lofgren is asked how the MSA can support the Queer department more. She admits queer week probably should have been organised later in semester. Ms Morgan notes her department is happy to support departments in planning and implementing events.

Reports due at this meeting:

**7.5** President's Report

**Attachment: 08/15**

*Mr Hilakari passes the chair to Ms Cousins.*

Mr Hilakari is asked why he only referred to Mr Baker's hard work on the National Day of Action, and not Mr Mentor's. Mr Hilakari replies that this was Mark's main focus, while Mr Mentor was not as involved in the planning of the NDA.

Mr Hilakari is asked as to the state and nature of the budget process. He replies that this is the Treasurer's responsibility to set the overall direction of the budget: for context, in the past two years this has involved a 40% and 15% cut in subsidy (or increase in revenue) to all departments.

The budget is due at the end of September and may involve a special MSC having to be called. Mr Hilakari has requested for an extension of the deadline from the university on behalf of Ms Mik, and

will send through the GEMA again a request for departments to contact Ms Mik on their budgetary direction.

*Ms Cousins passes the chair to Mr Hilakari.*

**7.6 Secretary's Report Attachment: 09/15**

No questions arising.

**7.7 Treasurer's Report Attachment: 10/15**

Not submitted.

**7.8 Activities Report Attachment: 11/15**

Not submitted.

The Activities chairs report on the progress of Oktoberfest and the big events planned, and how the band competition was a relative success as the other campuses screwed up. The University's OH&S board loved the Green Week report and how the Activities chairs had changed the culture and attitude surrounding Green Week. They also reported that they learnt a great deal from Melbourne University's Prosh Week.

**7.9 MUISS Report Attachment: 12/15**

Not present to answer questions.

**7.10 MAPS Report Attachment: 13/15**

*Ms Broughton-Cunningham enters at 5:25*

Not received.

Ms Michaelides invites everybody to attend the inaugural MAPS Ball, to be held at the end of the year, and that the division has been highly focussed on Space Changes.

**7.11 C&S Report Attachment: 14/15**

Not present to answer questions.

**7.12 Business Manager's Report Attachment: 15/15**

No questions arising.

**Motion #1:**

"That this MSC accepts all submitted reports on block."  
Moved through the chair.

For: 9

Against: 0

Abstentions: 1

**MOTION CARRIED.**

**Motion #2 (tabled):**

"That this MSC resolves to suspend the pay of Yuliya Mik, Sarah Cousins and Michael Keane at MSC 16/08 should their reports not be received."

Moved through the chair.

Mr Hilakari explains that this is a regular motion which is put up following the failure of an officebearer to submit a report.

**Motion #2 is put.**

For: 9  
Against: 1  
Abstentions: 1  
MOTION CARRIED

**8. Funding Agreement**

Deferred to next meeting.

**9. Space Changes**

**Attachment: 16/15**

**Motion #3 (tabled):**

“That this MSC adopts Version 1 of the Space Change proposals and enacts it after the final exams of Semester 2, 2008.”

Moved: Simon Singer

Seconded: Jeremy Healsmith

MAPS believes a great injustice was done at the beginning of this year when they were moved out of their original home. The current Activist space was specifically built for MAPS and it makes the most sense to put them back.

Council members enquire as to the MSA spaces in the basement. Clubs use some of these rooms, the deregistered Yoga club uses one of them. Health Wellbeing and Development hire out a room from Short Courses. It's possibly an opportunity to trade these spaces with the university, or for departments to come up with ideas on how to utilise these spaces better. In the distant past the Queer lounge was located in the basement but not many people utilised it.

**Motion #3 is put.**

For: 8  
Against: 3  
Abstentions: 0  
MOTION CARRIED.

**10. General Business**

Council members are encouraged to attend Clubs Night at the bar the following evening.

**11. Next Meeting**

The next meeting will be held at 2pm on Tuesday the 16<sup>th</sup> of September, 2008 in Short Courses.

*Meeting closed at 5:40pm.*

<b>Summary of Executive Financial Motions</b>	<b>Attachment 01/15</b>
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34/'08	12/08/2008	MISB table	\$850
35/'08	18/08/2008	Insurance - SWiCh	\$2,600
36/'08	20/08/2008	Staff Reward - SWiCh	\$300
37/'08	27/08/2008	Database development	\$500
		Marketing - Staff Identification	\$1,000
		Polling Booths	\$250
		Staff/OB function - MAPS Ball	\$900

<b>Minutes of Monash Student Council 14/08</b>	<b>Attachment 02/15</b>
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MSC 14/08

<b>Minutes of Monash Student Council 15a/08</b>	<b>Attachment 03/15</b>
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MSC 15a/08

<b>Education Public Affairs Report</b>	<b>Attachment 04/15</b>
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*Mark Baker*

Firstly, I would like to point out that I did actually submit an OB report for the last non-special MSC and I am still unconvinced as to why it was rejected by the Secretary. I feel that a pdf version is equal to any other format. That aside, here is a short summary of what I have been up to over the last six weeks.

**KMail:**

KMail is back and better than ever! I hear you ask 'how could it possibly be any better than last time?' Well, not only has Monash been allocated more postcards to work with than last time, the design is way cooler and we ran out of our first run in the first week. So far around 300 Monash students have signed a postcard which demands the Federal Labor Government to scrap VSU and that student organisation receive adequate financial support. If you have not signed a postcard already visit the Activist Office after MSC and I will get you a postcard to sign and you can slot it into the KMail box so you too can be part of this fun and exciting activity.

**VSU Actions:**

Apart from KMail, the Education (Public) Affairs Department has been running a series of anti-VSU actions this semester. This has ranged from anti-VSU stalls, like the one I set up at FutureFest, and the 'Let's Talk About VSU' action. The 'Let's Talk About VSU' action provided students a friendly opportunity to discuss with each other and with numerous student activists about VSU as well as USU. The event went really well the biscuits and the champers were popular, I had managed to organise a dozen or so volunteers to help me out on the day and we were able to discuss VSU/USU to hundreds of students. The motive for the day was to reignite VSU discussion on campus and I

think we succeeded to some degree in doing that. Banjo has requested that I make a special mention and thank you to him in this section of my report as he worked diligently at this event.

**Ancillary Fees:**

The fight against unfair course costs has continued since my last report, however, due to the NDA has slowed down. At the moment the Ancillary Group have been discussing a possible 'Arrest Our VC' Day, so I will keep you all posted on that.

**LMR:**

As many of you know late last year the Education Faculty has begun working on scrapping their library, the LMR. As news of this has spread a number of students have asked me to help them to lobby the faculty and try to get them to reverse their decision. With these interested students we have organised a petition and so far almost 200 education students have signed it (which is impressive for such a small faculty), we have also attended education lectures to inform students of the changes and what it may mean for them. One of the department's activists has managed to get onto the working group for the proposed changes. On top of that I have been having meetings with the Education Faculty in trying to get the best deal, and/or compromise, for education students.

**NDA:**

I am beside myself in grief knowing that I have no more NDAs to organise. Thankfully, my last NDA was a success. This semester the NDA focused around student poverty issues. In the lead up to the event the department ran stalls, lecture bashed, produced a banner, leafleted and posterized to advertise the NDA. Along with a few friends I also made a sensational video that we managed to screen in a few lectures to help raise awareness about student poverty issues. The video also showed the services that the MSA provides to help students who are struggling financially, such as Free Food Mondays and the 'permaculture garden'. Big thanks to Adam for letting us film Free Food Mondays pick up. The Department also gave out fairy floss to students on one of our stalls in the build up to the NDA.

I am really happy with how the NDA unfolded at Monash. Unlike previous NDAs that I have been a part of, we did not have a centralised action. This removed a lot of pressure from me because I did not have to try and get 100+ students onto a bus heading for the State Library, which is a big ask of students. Instead the Department got to focus on on-campus events.

The band, Alex Anonymous, were fantastic and I would recommend them to anyone looking for a band for an event. The BBQ – and the people behind the BBQ – was heaps awesome and we ran out of sausages all 300 of them. Hundreds of students also signed petitions demanding the government to make youth allowance fair. Scores of students also got their photo taken getting married – special thanks to Greig and Madeleine for helping to make the wedding thing – and also hanging out in the 'student accommodation' tent. You should have seen the OpShop peoples faces when I asked for a wedding dress. The NDA also managed to get some press most notably Triple J, ABC radio and the MX.

**Other:**

Student Affairs Committee  
Attended a few Women Leadership Forum lectures  
Chaired the Shared Office Bearer Regulations Working Party  
Helped collect food for free food Mondays.  
Contributed to the Space Changes Working Group.

*James Mentor*

**National Day of Action**

The National Union of Students coordinated a campus-based NDA on August 20. While this was a smaller event than in first semester, it was a particularly important one for the Education (Public

Affairs) Department. It was important as it was effective in engaging students to think about welfare issues that are faced by students. This semester the main theme was student welfare, a theme which was decided on by the national body. At Monash, where the NDA was relatively large compared to other campuses, the day consisted primarily of a barbeque where food and drinks were given out for free to students, with a band (Alex Anonymous) playing as entertainment. Without wanting to be too cliché, they rocked! There was also a petition that was signed by many students on the day calling for better government support in providing student welfare. There were also other stunts including a 'student accommodation tent' and a 'welfare marriage stunt'. The day also managed to get mentioned in the mainstream media, including commercial radio on Gold 104. Despite the lower turn out and smaller scale of the event I believe that this was a success as it raised awareness both on campus and in the community of the issues and difficulties facing students. There were also promotional events that preceded the NDA, including those listed below, as well as the more mundane promotional activities such as poster runs. A big thank you to all who assisted and/or attended this event.

**Student Affairs Committee**

SAC meetings have continued to be well attended despite being largely procedural due to the NDA and Derelict Ball having just passed. A special thankyou, in particular, should go to members of SAC who have assisted with the campaigns (including the NDA) so far this semester). With most OBs and many SAC members busy next week, it is likely our next meeting will be during week 10.

**Ancillary Fees Working Group**

The ancillary fees working group is continuing to (slowly) make progress on the issue. However, it appears much of what has been directed by the NUS is not quite accurate. Instead it seems that many of the fees that are charged are not 'illegal' as alternatives are offered. We will continue to investigate the issue further, with the campaign looking to be a long-term one.

**Other Events**

In the lead-up to the NDA there were events held to raise awareness on the issues of student poverty. This included a 'Let's Talk About VSU' event that consisted of wine and biscuits, and allowed us to engage with students outside the Campus Centre on the issue of VSU and the ramifications of it on the MSA. While it was disappointing that we were unable to have pancakes, the event still managed to generate discussion amongst those who were there.

A stall was also held before to promote the NDA. This included us serving fairy floss to students and handing out flyers to promote the event, all the while talking to students on the issue of student poverty. This seemed to be a popular event, with students overwhelmingly supportive of the cause.

Both Mark and I will be taking time off over the next couple of weeks. The Kmail campaign is likely to recommence while in Dash's absence I will also be following up a complaint I received from a student against a University faculty relating to the teaching of their course. The NUS directed campaign on student welfare will continue for the remainder of the semester, while we will attempt to make further progress on the issue of ancillary fees.

**Welfare Report**

**Attachment 05/15**

*Adam Taranto and Fiona Lander*

<i>Main Activities:</i>	Derelict 2.0 – that's taken up most of our time Higher Education Review Housing Database Free Food Mondays Meeting with TOES about Co-op Meeting with HWD about stuff Breadwoman Restocking survival centre & sourcing toiletries
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<i>Achievements:</i>	Running Derelict 2.0 – great success! Higher Education Review → submission with major changes recommended for Youth Allowance and Rent Assistance Doing some more media stuff, including radio interview Submitting our first report to Lot's Wife Fiona – wearing a suit Adam – cutting his hair Both – altering our fractions unnecessarily
<i>Unresolved Issues:</i>	We don't have issues in our department.
<i>Resource Issues:</i>	We'd like a bigger budget next year please.
<i>Budget Update/Issues:</i>	We'd like a bigger budget next year please
<i>Recommendations for future:</i>	Bigger budget next year please.
<i>Future goals/plans:</i>	See above.
<i>Other:</i>	Random fact: Randomness is a lack of order, purpose, cause, or predictability. A random process is a repeating process whose outcomes follow no describable deterministic pattern, but follow a probability distribution. (Source: Wikipedia)

## **Male Queer Report**

**Attachment 06/15**

*Owen Smith*

Queer Week's come and gone. It was a lot of fun. A mega huge thank you to all who helped out with organisation, sitting at stalls, setting up for events, contributing to discussions etc. Unfortunately we didn't get anywhere near as large a turnout as hoped for for our movie night, or our queer + religious discussion: we're putting that down to lack of advertising, and urge that future OBs understand the need to get onto that side of things as quickly as possible. The rest of the week, however, was a great success, and we feel that we definitely achieved our objectives of visibility, and promoting an inclusive Queer Department.

Next on the agenda is the Lesbian & Gay Archives' 30<sup>th</sup> Anniversary dinner, the activist panel run in conjunction with the other activist departments, and the bigger and better queer film night and religious and queer discussion.

## **Female Queer Report**

**Attachment 07/15**

*Allegra Lofgren*

It's been an interesting few weeks. We've had a very quiet (as in noise levels rather than population!) department in the past few weeks since the semester's picked up and people have returned to classes. I just completed 4 exams, 2 midterms, and 3 group projects in a three week stretch and I don't blame anyone for being exhausted. I know I am.

Queer week was successful, though we certainly had a few bumps. Unfortunately, I had exams immediately after queer week so I was unable to be as present as I would have liked, but we did an excellent job making ourselves visible, and have gained the attention of newbies as well as making an excellent connection with the Health and Wellbeing department here at Monash. We discovered a few things-

\*the counselors really need a crash course in dealing with queer students. Hearing "gblt students have the same problems as straight students" is disheartening

\*50% of being queer officer is learning to let shit bounce off you. hell, make that 80%. It's important to note because the only thing that unites queer students is being queer, so you're going to encounter people with different beliefs- personal, political, religious, whatever. There is nothing quite like second semester OB burnout

\*the above also relates to planning. When pushed to have a good event later in semester or a so-so event earlier in semester, sometimes it's best to be less optimistic about time management abilities and give yourself the time to make something spectacular

\*Twister is an excellent uniting activity

\*Always book venues 7 months in advance

We're going to have more events later in the semester, including a queer ball (or something like that), a roundtable discussion about being queer and religious, and possibly a queer camp.

There's been some fantastic political happenings in Victoria lately, most importantly the Relationships Bill of 2008. This recently passed legislation creates a relationship register, effective as of December 1 2008. It's very important as it will give same-sex couples a way to document their relationship, which can be necessary when asserting other rights given by Victorian law (hospital visitation & decision making, property rights, etc). It also carries some financial obligation weight with it, which is a good step toward full relationship equality between same and opposite sex couples. Currently, the federal government is looking over legislation regarding equal rights (although not equal marital recognition) for same sex couples, as well as parenting rights- hopefully there will be a rosy ending to that as well.

That wraps up for right now, anything I didn't cover Owen probably did.

**President's Report**

**Attachment 08/15**

*Mat Hilakari*

<i>Main Activities:</i>	<p>Space Changes Sub-Committee -There have been two of these since my last report. The first successfully proposed two models to MSC. The second was a result of some confusion over the process, though no further submissions were received and resulted in the same submission to MSC.</p> <p>Faculty of Education -There have been a number of students, a submission and various meetings regarding the proposed changes to the LMR in the Faculty of Education. We met with representatives of the faculty and discussed our concerns and also the prospect of starting a faculty club to improve communication with Education students</p> <p>Host Scheme and Orientation meetings -Various discussions surrounding 2009</p> <p>National Day of Action -Congrats to Mark on putting this event together and for all those who assisted him</p> <p>Funding Agreement -Is at Council today!</p> <p>SWiCh centre -Discussions between SWiCh and the Cooperative</p> <p>Office Bearer Sharing Regulations -I assisted in the development of these procedures</p> <p>Meetings with the Campus Director -We have met several times to discuss course reader costs, facilities around</p>
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	<p>campus and interactions between the overseas campuses of Monash</p> <p>Meetings with the Deputy Vice-Chancellor of Education</p> <p>-We discussed the proposed education model, volunteering and the enrollment process</p> <p>Staffing and other confidential discussions</p> <p>-There have been a number of issues of which I obviously cannot discuss that have taken a great deal of my time. Many of the issues have been broadly resolved.</p>
<i>Achievements:</i>	I would like to congratulate several staff members on the completion of their probations: Gene Moore, Gail Morgan and Robert Main. All three have shown their dedication and commitment to the MSA and congratulations on this milestone.
<i>Unresolved Issues:</i>	Elections
<i>Resource Issues:</i>	
<i>Budget Update/Issues:</i>	
<i>Recommendations for future:</i>	
<i>Future goals/plans:</i>	
<i>Other:</i>	

**Secretary's Report**

**Attachment 09/15**

*Julian Campbell*

<i>Main Activities:</i>	<p>Writing up minutes and organising meetings – since the last report I've set up agendas for 3 MSC's and 6 Execs.</p> <p>Orientation planning – Been to a few meetings trying to figure out since a disastrous Campus Orientation Committee what on earth the uni's planning on doing to O'week. We're now largely planning around them.</p> <p>Culture Card Planning – a price for next year is largely determined, now the search is on to make the on-campus benefits much greater than last year, and generally make the whole thing a heck of a lot better.</p> <p>Bar committee planning – getting a whole heap of clubs on board has been a fantastic success with the first Clubs night in the bar bringing in a massive amount of business over the counter, looking forward to helping generate more profits for the bar into the future.</p> <p>Increased role in signing cheques – I've been involved in a lot more action in the finance office since MSC 15a/08.</p> <p>Negotiating funding agreement – attended meetings with the university, we are now extremely close to signing off.</p> <p>Being on, then off, then back on, then off the Host Scheme Coordinator selection panel – this actually took up quite a bit of time. From helping draft the PD, to having exec decide I was not to be on the panel, to subbing in when a</p>
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	<p>conflict of interest was discovered, then subbing out again when further conflicts of interest were discovered.</p> <p>EBA, Staffing discussions - the usual stuff that I can't make any public comment on, but it's all definitely happening.</p> <p>Education Faculty meeting on the LMR – a highly productive meeting with a couple of uni bureaucrats heavily convinced an Education faculty club is utterly essential.</p> <p>Probably a bunch of other stuff, I don't have my diary with me today to look through and add in things.</p>
<i>Achievements:</i>	<p>I probably can't claim this personally, but seeing VSU now seriously on the national media agenda is a great achievement of the student movement.</p> <p>Breaking the deadlock on cheques moving through the organisation at MSC 15a/08 –the entire system was breaking down and we almost unanimously agreed on a good outcome for the organisation. Almost.</p>
<i>Unresolved Issues:</i>	<p>Timesheets – this has become a bit of a joke in the organisation – the last one I collected had less than half of it filled in, I think only one or two of the Universal OB's bothered to fill it in. In response I didn't put it up for a couple of weeks to see if anybody even noticed any more, and I think the first or second person to even notice was the Returning Officer. I'll whack it back up for next week now I've had a bit of interest in them going up, see if it's worthwhile again.</p> <p>Still need my computer to pdf documents, but it got an upgrade which is ace.</p> <p>I am dumping far too much work on Renee Robinson to upload MSC minutes to the MSA website and make minor adjustments – if the website files could be saved to a virtual drive and Filezilla be installed on my computer I could reduce Renee's workload and ensure quicker updating of minutes – however I would increase Pras's already massive workload.</p>
<i>Resource Issues:</i>	<p>I need to bring more pens out of my bedroom and into the office.</p>
<i>Budget Update/Issues:</i>	<p>I look forward to beginning the budget process. The budget is due in September as per the new funding agreement so we must hurry on that.</p>
<i>Recommendations for future:</i>	<p>That a Lot's Wife publication policy be codified in writing and enforced to guarantee editorial freedom.</p> <p>Go to individual papers on everything for officebearer accountability and file them away for Sick Leave, Annual Leave and Weekly Timesheets. Keep a file on every officebearer, rather than a broad organisational one. When they're tardy and decide to shirk their responsibilities, adopt the "spare the rod, spoil the child" approach.</p>
<i>Future goals/plans:</i>	<p>I need to update the minutes register in finance – thanks for the reminder Sie!</p> <p>Still on the agenda – counter faculty and cook book website, formally writing the council decisions communication policy, getting the MSC motions list up to date.</p> <p>Push the uni on newspaper recycling in the campus centre – it's ridiculous given the amount of newspapers that are consumed at Monash that there's nowhere to put them.</p> <p>And, you know, I might be enjoying a week of annual leave fairly soon, which I hope is successful.</p>

<i>Other:</i>	
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<b>Treasurer's Report</b>	<b>Attachment 10/15</b>
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Not submitted as yet.

<b>Activities Report</b>	<b>Attachment 11/15</b>
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Not submitted as yet.

<b>MUISS Report</b>	<b>Attachment 12/15</b>
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Ronny Tsee

<i>Main Activities:</i>	<p><b>MCF – Multicultural Festival</b> MCF this year had for theme “Colour the World” We had some issues concerning the venue when the marquee company poked a water pipe on the Friday before the event. The first day took place in the south east car park which was quite a bad idea. We then discussed with venues to be able to go back to the Menzies lawns. We reached an agreement and got another marquee company to come and set up on such short notice. The second and third day went well, the crowd this year was almost the same as usual but the festival itself was on a smaller scale. During the event we had Rob Willis, Ron Webber who came to have a look at the event and among others. The last day was a night festival and was opened to the public, the main target were past students and the Clayton community. Amazingly the crowd was more than expected and we had people from other campuses who came along and celebrated with us.</p> <p><b>Open day</b> Open day occurred on Sunday 3<sup>rd</sup> of August MUISS was there giving out Asian delicacies, pop corn and fairy floss.</p> <p><b>MISB – Monash International Students Ball</b> The ball was attended by about 450 people. The event was a joint venture between the 6 ISO's of the 6 Monash campuses. The ball took place at Hilton on the Park and was self funded. MUISS only provided some background knowledge and the man power to help make the event successful.</p> <p><b>MUISS Election</b> Nominations have closed last Friday and the election forum happened yesterday (Tuesday 26<sup>th</sup> Aug) there are 4 independents and one team running. The balloting will take place in week 8 and the new committee will take over not too long after that. The candidate statements are up on the notice board of the MUISS lounge.</p>
<i>Achievements:</i>	Promotion of Multiculturalism on the Clayton campus and build up of the relationship with the other ISO's of Monash
<i>Unresolved Issues:</i>	N/A
<i>Resource Issues:</i>	N/A

<i>Budget Update/Issues:</i>	MCF was partly funded by the VC and sponsors Open day was funded by the open day committee
<i>Recommendations for future:</i>	Better communication between all the parties involved in the organization of any of the events
<i>Future goals/plans:</i>	
<i>Other:</i>	

**MAPS Report**

**Attachment 13/15**

Not submitted as yet.

**Clubs & Societies Report**

**Attachment 14/15**

*Ryan Alexander*

<i>Main Activities:</i>	<ul style="list-style-type: none"> <li>- 2<sup>nd</sup> semester audits were due on Tuesday of Week 2 for around 85 clubs.</li> <li>- Approx 20 clubs were summoned to Misconduct Hearings in Week 3. Most related to audit fails in Jul-Dec '07. Some were due to incorrect Culture Card differential pricing. Three clubs were deregistered; two of which were due to consecutive audit failures.</li> <li>- Open day in Week 4. Some clubs attended and received a small financial grant from the University.</li> <li>- Council meeting in Week 7 (meeting of all the club Presidents).</li> </ul>
<i>Achievements:</i>	<ul style="list-style-type: none"> <li>- Only 4 clubs submitted late or substantially blank audits following a Finance Regulations change by Executive, making it an act of misconduct for the above actions. This was down from about 25 clubs in Semester 1.</li> </ul>
<i>Unresolved Issues:</i>	<ul style="list-style-type: none"> <li>- Grants have ground to a halt due to the unfortunate absence of the Finance Manager in the past 3-4 weeks. This added to the already-late processing of grants which occurred throughout Semester One. The delays in Semester One were due to staff and office bearers not being aware of correct procedures for club registration and grants processing.</li> <li>- This issue of administration procedures is being resolved by Robert and Bec through the creation of handbooks for the various C&amp;S positions (staff and OBs). However, this could and should have been addressed at the beginning of the year by ensuring:             <ul style="list-style-type: none"> <li>a) Staff had adequate training (large staff turnover meant very little organizational knowledge was passed on)</li> <li>b) A manager was in place during this difficult transition period</li> <li>c) Running a better Executive transition. About half of the Executive resigned at the end of 2007 for various reasons.</li> </ul> </li> </ul> <p>The end result of this lack of organization was made clear at Council last week when one club informed me that they had cancelled all of their Semester Two events because they had not received grants to date and did not have enough money to fund their events.</p> <ul style="list-style-type: none"> <li>- The issue of Sie's absence and the lack of procedures for processing EFTs in her absence has been rectified with other Finance staff now being authorized to process EFTs to clubs.</li> <li>- The issue of Executive transition is being resolved through the creation of new handbooks for Executive members and updating the Executive</li> </ul>

	<p>Resource Guide.</p> <ul style="list-style-type: none"> <li>- IT support (see below).</li> <li>- Postering space. Ryan had a meeting with Wayne Brundell on Friday 29<sup>th</sup> August regarding his letter, proposal and correspondence from 15 clubs about the lack of postering space.</li> </ul>
<i>Resource Issues:</i>	<ul style="list-style-type: none"> <li>- IT support. C&amp;S has been fortunate enough to have Johannes (qualified IT administrator) around for the past two years in his role as Development Officer. However, with his retirement from that role and eventual retirement from Executive, C&amp;S' IT maintenance and operations need to be transferred across to MSA central IT support. Robert is looking into this.</li> </ul>
<i>Budget Update/Issues:</i>	<ul style="list-style-type: none"> <li>- Our early figures indicate that the quantity of grants and grants expenditure have decreased substantially this year. Anecdotal evidence suggests that clubs are not applying for nearly as many grants as in previous years as they feel the \$2.50 rebate for non-Culture Card students is not sufficient to cover costs for events. This is resulting in a lower number of social functions, especially smaller ones where food and drink has usually been provided by the club.</li> <li>- The Executive is looking at ways to improve the quantity of grants money flowing to clubs before the end of Semester Two. This may include one-off increases in Club Equipment grants and/or increases in Social Function rebates.</li> </ul>
<i>Recommendations for future:</i>	<ul style="list-style-type: none"> <li>- A list of Open Day recommendations re club involvement has been prepared by Renee for next year.</li> <li>- Also see improvements re handbooks for Executive members and C&amp;S staff.</li> </ul>
<i>Future goals/plans:</i>	<ul style="list-style-type: none"> <li>- Two Business/IT students have been commissioned to prepare a forum/discussion board/suggestion box for the C&amp;S website. They are taking it on voluntarily. While the MSA website is to be revamped in the next 12 months, anything we can get up in the meantime will be useful, especially for raising awareness of that forum as a discussion area for C&amp;S-related issues.</li> <li>- Bec is putting together a plan to reorganize the C&amp;S office space and use it more effectively</li> <li>- Haydn is putting together some concise guidelines and standing orders to be used for Misconduct Appeal hearings at Council. This will hopefully reduce confusion, improve the efficiency of the hearings and provide a fairer hearing for clubs.</li> </ul>
<i>Other:</i>	

**Business Manager's Report**

**Attachment 15/15**

*Gail Morgan*

<i>Main Activities:</i>	<p>Marketing &amp; Sponsorship:</p> <ul style="list-style-type: none"> <li>• Branding – new signage has commenced in Short Courses</li> <li>• New theme under development MY MSA</li> <li>• Web development – currently at scoping stage</li> <li>• New team member – 2 days per week – full time during peak periods</li> <li>• Working on Orientation 2009 handbook</li> <li>• Working on Club 2009 handbook (met with Monash Sport)</li> <li>• Name badges and lanyards introduced</li> <li>• Sponsorship pack for 2009 under development</li> </ul>
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	<p>Events &amp; Bar</p> <ul style="list-style-type: none"> <li>• 2 PPT staff under contract until end of November</li> <li>• 9 functions delivered to date in Semester 2</li> <li>• Using new booking and confirmation forms</li> <li>• Terms &amp; conditions of hire – under review</li> <li>• Reviewing menu and pricing structure</li> <li>• Coffee Cart – Short courses identifying power supply</li> <li>• Liquor License – still under review</li> <li>• Investigate loss of beer due to lines</li> <li>• Developing promotion strategies and branding</li> <li>• Develop function kit with snack food options</li> <li>• Developed list of must have for Security/Crowd Controllers</li> </ul> <p>Swich</p> <ul style="list-style-type: none"> <li>• Full list of staff – 1<sup>st</sup> time for this year</li> <li>• Governance structure in partnership with Co- Op (crèche) attending development and planning and structure of new crèche for 2010.</li> <li>• 2 Casual staff currently being offered PPT</li> <li>• Trialing new web based Government payment package – some teething problems.</li> </ul> <p>Short Courses</p> <ul style="list-style-type: none"> <li>• Obtaining quotes to assist overflow of data base (short term until new booking system can be added to back end of new web site.</li> <li>• Casual staff member appointed to .8</li> <li>• Signage for Studios has commenced</li> </ul> <p>Wholefoods</p> <ul style="list-style-type: none"> <li>• Continue to provide support to collective coordinators</li> <li>• Grocery Co – op is operational for Semester 2 (aim to increase hours)</li> <li>• Developed template for advising CC what event timetable and status.</li> <li>• New function kit including booking/confirmation/terms &amp; conditions being developed.</li> <li>• Template to advise Campus Centre of out of hours activities is now being used.</li> </ul> <p>Bikery</p> <ul style="list-style-type: none"> <li>• New volunteers – hours of operation have increased.</li> <li>• Reviewing opportunities to move to new venue.</li> <li>• Advised of promotion opportunities – ie Momash memo</li> </ul> <p>Membership</p> <ul style="list-style-type: none"> <li>• Developed Project Plan</li> <li>• Developed area responsibility plan</li> <li>• List of potential supporters developed</li> </ul>
<i>Achievements:</i>	<ul style="list-style-type: none"> <li>• Scoping for Web has been commenced</li> <li>• New look MY MSA is under development</li> <li>• Met with Monash Sport re working together in 2009</li> <li>• Signage has commenced</li> <li>• Budget template developed – working with all areas to write budgets</li> </ul>
<i>Unresolved Issues:</i>	<ul style="list-style-type: none"> <li>• Card Swipe – Sir John’s Bar</li> <li>• Where to move bikery</li> <li>• POS for wholefoods</li> <li>• 2009 Membership price</li> </ul>
<i>Resource Issues:</i>	<ul style="list-style-type: none"> <li>• Staff workload – marketing</li> </ul>
<i>Budget</i>	<ul style="list-style-type: none"> <li>• All departments are working with Bus Mgr in writing budgets.</li> </ul>

<i>Update/Issues:</i>	<ul style="list-style-type: none"> <li>Require information on bikery, marketing and membership to assist in writing budgets for these areas.</li> </ul>
<i>Recommendations for future:</i>	
<i>Future goals/plans:</i>	<ul style="list-style-type: none"> <li>Web to be one stop shop for all services, no more separate web pages for areas - ongoing</li> <li>Consider volunteer program – to maintain hosts all year round</li> <li>Multi skill staff for Wholefoods (perhaps bar)</li> <li>Wholefoods to support bar in supplying goods</li> </ul>
<i>Other:</i>	<ul style="list-style-type: none"> <li>Out of date signage and posters</li> </ul>

<b>Space Changes</b>	<b>Attachment 16/15</b>
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Space Change  
Proposals