

Student Council Agenda

Tuesday 4th June 2013 6pm

- 1. Welcome & Meeting Open**
- 2. Apologies:**
- 3. Welcome Guests:** Steph
- 4. Accept Minutes From Previous Meeting**
- 5. In-Camera Discussion**
- 6. Reports**
 - 6.1. President's Report
 - 6.2. General Secretary's Report
 - 6.3. Welfare Officer's Report – None received
 - 6.4. Women's Officer's Report
 - 6.5. Queer Officer's Report
 - 6.6. International Officer's Report
 - 6.7. Indigenous Officer's Report
 - 6.8. Education Officer's Report
 - 6.9. Environment Officer's Report
 - 6.10. Post-Grad Officer's Report
 - 6.11. MSE Report
 - 6.12. Any other reports
 - 6.12.1. NUS LGBT UK Conference
- 7. Matters Carried Forward**
 - 7.1. *Printing Quota
- 8. Matters for Decision**
 - 8.1. Election of an Executive Member – Student President
 - 8.2. Formal Apology – Student President
 - 8.3. Formal Gesture of Gratitude – Student President
 - 8.4. New Student Council Members with a Portfolio – Student President
 - 8.5. Fair Trade Accreditation – Will Menzies
 - 8.6. IAHA Conference – Indigenous Officer
 - 8.7. Multicultural Festival – International Officer
 - 8.8. 1st Year International Students Dinner – International Officer
 - 8.9. New Proposal for FUMCF – International Officer
 - 8.10. Small Incidental Expenses – International Officer
 - 8.11. PA Discussion – Student President
 - 8.12. Transfer of Money (Printing) – Student President
 - 8.13. Club Affiliations – General Secretary
 - 8.13.1. Flinders Psychology Students Association
 - 8.13.2. Flinders Archaeological Society
 - 8.13.3. Vision Generation Club of Flinders University
 - 8.13.4. Flinders Fair Trade Society

9. Matters for Discussion

- 9.1. Executive Committee Recommendation: Review of Honorarium Process
- 9.2. FUSA: A-political and non-religious – Indigenous Officer
- 9.3. Use of space under McHughes – MSE
- 9.4. FUSA Events – MSE
- 9.5. Printing Quota – MSE
- 9.6. Security at Victoria Square – MSE
- 9.7. Fair Trade Accreditation – Will Menzies
- 9.8. Weekly Newsletter – Student President
- 9.9. Student Council Planning Day, Semester 2 – Student President
- 9.10. Student Council Bonding Days – Student President
- 9.11. Emergency Meeting Feedback – Student President
- 9.12. Refresher Week – Student President
- 9.13. Ed Con – Education Officer
- 9.14. FUSA Event Policies

10. Any Other Business

11. Meeting Closed

* items marked with a star are confidential

President's Report

Over the month of May a lot has progressed for FUSA in many areas. I have been facilitating discussion between several groups, as well as having attended different forums and committees set by the University and other groups.

Tonsley

As you are all aware, the Tonsley project for Flinders University is going ahead. The University is confident that the project will not go over budget or timeframe, and has had multiple meetings with the Student Reference Group, a group of students from the CSEM school that are being consulted on what they would like to see at Tonsley.

I have asked several times if FUSA students can be part of this consultation project, and despite the constant answer of 'yes', and my invites to the overall meetings of the university heads involved, I have not yet been invited to any of the student consultation meetings.

We have made it clear, and with the reiteration of several university leaders that agree, that some permanent zoned "down time" areas, preferably near the planned student kitchen is essential, and preferably in a space that could be turned into a movie theatre-type area when needed, so that students and clubs could hold movie nights in the area.

More information will come to light as the meetings progress.

Clubs & Societies

Several club President's have come to talk to me about various issues that they think FUSA need to tackle- and amongst these are a lack of relations between FUSA and Clubs themselves.

I have raised this issue with the General Secretary, and his future plan for clubs, especially in Semester 2, should alleviate the concerns that Clubs and Societies have in this area.

The 2013 Student Council member with the portfolio of Clubs and Societies has also met with me expressing that club leaders have been talking to him about the above issues. I have reiterated to him that there are plans for clubs moving ahead, but that he should be directing clubs to us if they have concerns.

Africa Day

No student council member volunteers to help for this day, and so I assisted in the setup, running and takedown, of the FUSA equipment for the club.

Refresher Week (S2 O-Week)

Clarification on O-Week Processes

On 14th May the O-Week committee, which is comprised of members from FUSA, Flinders One, Transition Office and the Graduation Office, met and started discussing second semester O-Week plans. At this meeting we put forward \$10,000 of our event money to the event, and were asked to come up with a list of activities that we would like to run throughout the week.

At the emergency meeting held on the same date, those present went through and started this process. An itinerary of possible events and activities were created (see the O-Week plan later in this Agenda), and this was shown to Flinders One.

I sent out a few emails to start organizing some of the events, especially to find out if they were viable, and received feedback from Flinders One that they were under the impression that FUSA would not be organizing events and that I was to stop.

In short, there had been some miscommunication and different ideas from different people about how O-Week should run. Several meetings were established between FUSA, Transition Office, the DVC(A)'s Office, Flinders One, and the final outcome is as follows:

- Flinders One is the lead agency for the delivery of O-Week events and activities
- Flinders One will maintain a management position for the over-all O-Week and will provide oversight, advice and assistance where needed and where possible for the above activities
- FUSA and Flinders One will work collaboratively across the entirety of O-Week, offering advice to each other and, where needed, sharing resources to ensure a successful event
- S the event manager, Flinders one is responsible for the overall funding (to the extent of its SSAF allocation), administration and safety of the event
- If events are delegates, their funding, administration and delivery will be the responsibility of the delegate
- FUSA and the Student Council will have operation and organization control of their activities throughout th week and will liaise and collaborate with Flinders One where needed

- FUSA will conduct OHS and Risk management steps for each activity, and will supply a copy to Flinders One for the review to ensure the activities are deemed appropriate, safe, legal and fit in with the overall theme of the week
- FUSA will have a \$10,000 transferred to them from Flinders One, from the budget previously earmarked for FUSA's activities
- Regular meetings are to be held between the Transition Office and both parties to ensure that FUSA and Flinders One are aware of each other's plans

What this essential means is:

- Flinders One will remain the overarching organization body, but has delegated the week's activities to FUSA
- FUSA will use its own budget (including the \$10,000 that Flinders One will transfer to them) to put these budgets on
- FUSA will have full organization control of these events, and is charged with the OH&S issues, and must ensure that the events are safe and viable.

The DVC(A) has made it clear that Salah from the Transition Office has the role of ensuring that O-Week happens (social and academic) and that he may delegate different roles as he sees fit. The above outcome was a direction from Salah after a mediated meeting between Flinders One and FUSA.

Organising

So far we have held 2 meetings for the organizing of O-Week events. The first was held immediately after the Emergency Student Council meeting that occurred in May, the second was on the 27th May.

The first meeting brainstormed ideas that they would like to see happen, while the second went over a budget. This budget has been passed by Chris O'Grady and has been preliminarily passed. The budget has been presented to Student Council to pass at this meeting (4rd June)

O-Week meetings will continue to happen weekly on Monday's at 5.30pm, and people beyond the Student Council are welcome to join this- this will also tie in with the Volunteer Project that has been proposed to the Student Council (4th June).

University Council

Several new University Council members and I had a meeting with Gill Troup on 16th May to clarify roles on Uni Council, and to raise some concerns that we had.

I personally raised a concern that beyond the University trying to minimize student input to University Council by [attempting to] reduce student reps from 3 to 1, the University does not actively advertise the positions or what Uni Council do to students, and so when the elections happen, there is very little interest in them.

I was told that moving forward, all forms of student elections and engagement would likely be through FUSA and the OSE, and so we can ensure that this happens. While Gill outlined that she would imagine that the “Student Association” does this, I would envisage that it would be directed by the OSE, to ensure no nepotism or favoritism within the students running the Association in any given year.

The group of us also collectively raised a concern we had about the confidentiality surround University Council documents. As an example, the University Council meeting that was taking place just after our meeting with Gill had basically every single item on it marked as confidential.

We were explained the process as to how items are marked as confidential, and Gill seemed very much in agreement that there should be more transparency, but the final line is that if it is marked as confidential, we would be jeopardising our positions on Council if we were to speak about it to anyone other than those on council.

As a result, I have nothing further to report in regards to the University Council meeting that occurred on 16th May 2013, as all items that impact students or the university community were marked confidential.

McHugh’s Undercroft

The MSE and I met with Buildings and Property (B&P) to discuss the option of refitting and using the undercroft of McHughes.

B&P are open to this idea, and have provided a very rough ball park figure depending on how we would like to use it. It could potentially be opened up and enclosed to provide somewhat of a student hangout space, and would serve members of that side of the lake well.

Student Council will have a discussion on this at the meeting held 4th May, however that is as far as formal discussions have gone at this stage.

Spending Priorities for 2013

The MSE and I have met and have somewhat prioritized the spending of the budget for 2013- we have a lot of our money left which is all allocated to projects, however not all of these projects have yet been started.

Student Council members are asked to focus on their portfolios and the campaigns and events that they have on the social calendar, but also will be expected to help pull off the other projects that impact FUSA as an association, as well as the students that access FUSA.

Australian National University Manager Student Engagement

I had a brief meeting on the 20th May with the ANU equivalent of our MSE, where we swapped information about what they do on their campus, and what we do on ours.

One of the few things that ANU does that we do not yet do seems to be weekly Market Days. As a trial, I would like to extend our monthly band days into Market Days, and invite clubs and societies along, as well as private students who make art and craft, so it isn't just music happening out on the plaza.

I have been informed by the General Secretary that he also would like to see Clubs out on the plaza on these days, and so it ties in well with existing plans, and should not take much more help to pull off.

On campus Events

I have met a couple times with members from Flinders One about how we can work together to bring back regular small scale events on campus, and to increase traffic to Cooper's Bar after hours.

Kicking off from Semester 2 will be a weekly 'Games Night' held in the refectory, which will cycle through a Trivia Night, Bingo Night, Karaoke Night, etc (these are tentative, but there will be 4, so that each one is monthly, but something happens each week).

These events will be on a Wednesday night, and will be combined with an acoustic hour or so before hand.

Thursday nights are currently trading well with the extended hours, however Wednesday and Friday are not. The above is to assist the Cooper's Bar to remain open longer, while drawing in more students to make it worth while. Promotion will begin shortly, and these events are being organized and managed by Flinders One.

Volunteer Program

I have spoken to council briefly about the idea of a volunteer program before, and I have attached a Proposal for this program to this agenda for discussion tonight.

Ultimately I would like to see a FUSA volunteer program where students are empowered to help out with student campaigns and parties, and are rewarded for their work. I intend on working closely with the University, in particular the OSE and the Careers Centre to ensure the rewards provided to the students are not just short term, but long term in regards to their degree and their future careers.

Board of Inquiry

I have sat in on a board of inquiry about a student accused of academic misconduct. The details of this board of inquiry are confidential, however I can report after the initial board of inquiry interviewed the student, we have put off making any decision until further evidence can be shown to support the student's claim to ensure that the student has the best access to the best possible outcome.

Funding Cuts Rally- May 29th

Grace from Social Alt, Leon and Myself, disjointedly organized this rally. Due to poor communication and an unwilling, or unavailability of student council members to help out did not run as smoothly as possible.

I was first approached by Grace stating that their group was disappointed with FUSA for not participating in the rally that Adelaide University held as part of the NDA for the funding cuts. I explained to Grace that FUSA had taken a vote and was not supporting that particular action (walking out of classes and a rally down at AUU), but that a similar rally would be held on campus at Flinders to make it a more Flinders-centric event. This information had been in the previous minutes and had been communicated to me from various council members.

Grace approached me again asking if we could do our action on May 29th, Wednesday. Leon confirmed to me that he had planned something on the 30th, but that he was happy for it to be moved forward 1 day- that he himself would be out of the state at the time.

Grace and I discussed the organization of the day and while I was to organize student council members to help, and the BBQ and PA, Grace was to organize the speakers, NTEU and any incidentals.

Through miscommunication this was not fully translated to Leon who went ahead and booked additional items for the day which ended up having to be cancelled (such as a band). I apologise to Leon for not communicating this information as well as I should.

I also wish to extend my greatest thanks to those that helped out on the day, especially Will, Roxie, and Adriana. These three S.C. members picked up a large amount of slack on the day, especially as I had to run off early to catch my flight to Canberra.

General Secretary's Report

Clubs and Societies Committee

Keeping in line with the original plan, the first Clubs and Societies Committee will be held in Semester 2. It will be held on Tuesday July 30th at 5pm in North Theatre 2.

Affiliated clubs are invited to attend and should send one delegate to the committee meeting to discuss the policy and affairs related to Clubs and Societies on campus.

Clubs Spotlights

In an effort to promote clubs, encourage students to join clubs and increase student life on campus I've started a social media campaign of "clubs spotlights".

These will just be short paragraphs written about a club with details on what that club does how to get involved.

I have asked clubs to submit short paragraph or two to me detailing what their club is and how to get involved and asked for links to their facebook page for cross-promotion from the FUSA page.

I will be placing up the spotlights on the FUSA Facebook page in order in which they are received, over the course of Weeks 1-4 of Semester 2.

Bands Day

I have invited clubs along to all the future bands days so that there is a regular platform for clubs to promote themselves on the plaza outside of O'Week.

Club Handbook

I have finished a draft of the clubs handbook, I hope to have it finalised by the end of the week ready for distribution on the FUSA website.

Welfare Officer's Report

Mental Health Day

Mental Health Day was on May 1st and was an incredibly successful event and I am proud of the efforts of Student Council this day. I congratulate everyone involved and a special thanks to Anne Hayes from Health Counseling and Disability.

ATM Fees

I have been attempting without much success to get in contact with NAB in regards to their ATM fees and the possibility of removing the \$2 charge for ATMs. I will continue trying to resolve this issue.

Academic Transcript Fees

I have been in communication with Jeff Turner the Manager, Enrolment & Student Finance from the Flinders Student Administration & Systems Division regarding the cost of Academic Transcripts. I expect a conclusion to this issue before the beginning of semester two, 2013.

NUS Welfare Officer

I met the National Union of Students Welfare Officer, Hovig Melkonian, on campus recently. We spoke about plans for the year regarding campaigns. Some upcoming campaigns, I've been told, will be regarding a blanket concession on Australian public transport networks, Centrelinks on campus and fair wages for young people.

Added to that, I received no correspondence via NUS or FUSA that the NUS Welfare Officer was going to be visiting the campus.

NSLF

Towards the end of May I attended the National Student Leadership Forum. Full details to be provided in a report to be given next month.

Coming up...

June 5 (tomorrow) is Band Day and we will be cooking pancakes on the plaza. I look forward to Student Council raising the cultural capital on campus once again.

Women's Officer Report

Dominiek Neall 4th of June

Blue Stockings Day Celebrations

Our proposed Blue Stockings Day Celebrations didn't come to fruition unfortunately. However, we will be holding said celebrations in the near future. Historically, Blue Stockings has been held in August/September, and as Kath (FUWC) is going on placement very soon we've moved the celebrations to this date as it fits better with her teaching schedule. We'll be screening the film 'Miss Representation' and all profits from the event will go towards the UNWomen Afghan Women in Schools program drive.

Flinders University Women's Room (Update)

The new Flinders University Women's Room has been fully furnished. Met with Aslin (Buildings & Properties) on last Monday, and the finishing touches should be completed later this week or the next. Overall, the new room should be ready in mid-June. Kath (FUWC) and I are in talks with the Female Islamic Students Association to create a joint mural to go inside the room. While the Islamic prayer rooms are being upgraded, female Islamic students will be utilizing the Women's Room as a prayer space.

Empire Times Article

I've written an article for the Empire Time's Gender issue. It concerns the subject of strong feminine role models for young women in modern society looking at the specific Disney film 'Brave'.

Other Ventures:

- Working on marketing for the 2013 South Australian Multicultural Debate
- Assisting with the Empire Times launch party
- Assisting with IDAHO celebrations

Queer Officer Report

Jake Lane

IDAHO at Flinders

As many of you know, there was an event held during the day on Ma 17th to help celebrate International Day Against Homophobia, Biphobia and Transphobia (IDAHO BIT). The day hosted a range of events and activities, such as banner painting, stalls, comedians, a live band (Juno), DJ set by one of the Flinders University students and a BBQ and picnic blanket set-up on the grassed-area of the plaza.

The day had a few minor hiccups, such as some comedians cancelling last minute, and weather-related issues, but overall I can deem the day to have been a success. While I have had some reports of individuals during the day making comments as to why Flinders is supporting such an event etc., the general consensus was positive and the day was embraced by the majority who attended.

Budget-wise: the event ran a little over budget, by about \$70.00 or so, however I managed to feed this from the Harvey Milk allocated budget instead. I have included a budget outline for the day below (Appendix 1)

A big thank you is owed to those Student Council members who took all or most of their day off to help out, including Dom, Paul, Will and Lauren. The day could not have run anywhere near as smoothly as it did without their help and it is because of the help of these four in particular, that the day was the success that it was. Thanks again guys!

Queer Collaborations

As mentioned previously, the national queer conference, Queer Collaborations, is approaching (July 8-14) and so preparations for the conference have begun, including flights, accommodation arrangements etc.

A budget outline has been included (Appendix 2) for review, which has rough approximates on how much the total will cost per number of delegates who have expressed interest. Thus far, I have had a total of four enquiries who require budgeting for, but a total of 5 enquiries all up.

Registration of interest deadline is May 27th, whereby registration of delegates can be made and flights booked etc. Each register of interest has been followed with a brief summary outlining why an individual would like to attend. This will help gauge the more invested applicants are if there are funding restrictions.

[Flinders University Queer Space](#)

A few weeks ago, a group of FUQS members, volunteers and myself volunteered our Saturday to tidy/clean out the queer space, to allow it to be utilised by people this year. The final product was a huge improvement on the previous state of the room, and I couldn't be happier with how it has turned out.

I have been approached by Chris O'Grady about Building and Maintenance, who may be looking into updating the equity spaces (carpet, paint, fixtures, fittings, furniture etc.) and so the second stage of the room renovation can begin.

Plans have commenced in regards to what changes I would like to see done to the space to make it more inviting and easier to use. I have also fed this on to the FUQS mailing list for further discussion and any suggestions will be considered/recommended.

A report which was generate by the President of the Uni SA Queer Collective, Barrie Shannon, about the aims and goals of queer spaces will be looked at too, and used for any recommendations for the update.

Flinders University Queer Society (FUQS)

I have been working on drafting the constitution of the FUQS in preparation for the first meeting (date TBA). In doing so, my plan is to make the FUQS the recognised sub-committee of the Queer Officer, to then feedback to FUSA regarding any decision-making etc. This will be written into the constitution and voted on at the FUQS IGM.

Once the FUQS has been established, a calendar of events can be devised, and any fundraising activities (for QCon etc.) can be deliberated/decided on. A range of other social activities to encourage inclusion and introduction of FUQS members to each other can also be decided on.

Despite the FUQS acting as the subcommittee to FUSA, it will also remain the on-campus queer society, and operate much like any other regular club or society on campus.

Adelaide University/University of South Australia/Flinders University Collaborations

I will be looking into means and methods of incorporating the Queer Collectives/Clubs/Societies etc. from all three universities in the future, to make sure that all queer-identifying students in the state have some method of inclusion and reduce the amount of isolation they encounter during their studies. This comes after learning that currently the Adelaide University Queer Representative, Sam Lane, resigned from his position a few weeks ago, and the Uni SA Queer Collective run independent from their student union, have no queer space, and are at a lack of funding.

Appendix 1

IDAHO Spendings/Costs				
	Type	Responsible	Unit	Price
PA System	Equipment	FUSA	1	\$0.00
Security	Service	Flinders One	1	\$0.00
BBQs/food	Merchandise	Flinders One	300 (260 S + 40 VP)	\$320
Trestle tables	Equipment	Flinders One	10	\$35.00
Mark Tripodi	Comedian	Mark	1	\$9.49
Anna Lee	Comedian	Anna	1	\$9.49
Shaylee Leach	Comedian	Shaylee	1	\$9.49
John Cameron	Comedian	John	1	\$9.49
Lewis Dowell	Comedian	Lewis	1	\$9.49
Nick Nemeroff	Comedian	Nick	1	\$9.49
Nory Black	DJ	Nory	1	\$9.49
Banner/Paints	Equipment	FUQS/FUSA	1	\$56.35
Stall holders	Service	Various	6	\$0.00
Juno	Band	Ryan (manager)	1	\$200.00
		Total		\$677.78
		Excess		\$77.78
		Harvey Milk Budget		\$522.22

Appendix 2

People	Flight there		Flight Back		Total
1	\$139.00	VA427 Virgin	\$139.00	VA402 Virgin	\$278.00
2	\$139.00	VA427 Virgin	\$139.00	VA402 Virgin	\$556.00
3	\$139.00	VA427 Virgin	\$139.00	VA402 Virgin	\$834.00
4	\$139.00	VA427 Virgin	\$139.00	VA402 Virgin	\$1,112.00
5	\$139.00	VA427 Virgin	\$139.00	VA402 Virgin	\$1,390.00
6	\$139.00	VA427 Virgin	\$139.00	VA402 Virgin	\$1,668.00
7	\$139.00	VA427 Virgin	\$139.00	VA402 Virgin	\$1,946.00
8	\$139.00	VA427 Virgin	\$139.00	VA402 Virgin	\$2,224.00

People	Accomodation		Total	Bus Ticket		Grand Total	Minus Funding
1						\$278.00	\$2,022.00
2	Arts Hotel Sydney	Standard Room	\$1,030.00			\$1,586.00	\$714.00
3	Arts Hotel Sydney	Triple Room	\$1,175.00			\$2,009.00	\$291.00
4	Sydney Wattle Hotel	Grand Family Room	\$1,628			\$2,740.00	-\$440.00
5						\$1,390.00	\$910.00
6	Arts Hotel Sydney	Triple Room x 2	\$2,350.00			\$4,018.00	-\$1,718.00
7						\$1,946.00	\$354.00
8						\$2,224.00	\$76.00

International Officer Report

Abdullah Alajlan 4th of June 2013

Multicultural festival

- The final version of the FUMCF proposal is ready now and it needs to be approved by the SC.
- I have met with FUSA's media officer to arrange how can we work with MACO in terms of announcing the event in the university's homepage, FUSA homepage and Flinders University social media accounts
- The event's facebook page is published now <http://www.facebook.com/FUMCF2013>
- The first blast of marketing materials is out now
- The logo and promo will be out soon

South Australia Multicultural Debate Competition (SAMD)

I have attended all six meetings of SAMD and the new decisions are:

- Flinders University V.C will give the opening speech on Saturday 31st of August from 9.05 am to 9.15 am
- If the Flinders University Victoria Square will charge us for security, the SAMD will think about changing the venue
- As the chief adjudicator, I've arranged the adjudicator panel with South Australia Debate Association (SADA), and after long discussion with them they will provide us with licensed adjudicator for \$25/hour

First year international students welcome dinner

The international students sub-committee has finalised the proposal for the first year international students and will discuss about it in the SC meeting

CISA's South Australia branch

All three international officers in SA and CISA's vice-president are working on establishing a state branch in South Australia. The procedure will take about two monthes. I'll keep the council members updated

CISA's project

For CISA's project (I'm not an Australian but I have an Australian story), three international students from Flinders University have been selected by CISA's to film their story. The project manager will contact them and arrange time and place.

Tourism guide for international students

The international students sub-committee has decided to have a facebook page first and then have printed guide for all international students

Indigenous Student Officer Report

May 2013

First Nations Association

- Constitution was drafted and reviewed by a lawyer
- IGM was held on the 22nd of May
 - Officers were elected
 - Constitution was ratified
 - Other business was dealt with
 - Discussions currently in place regarding sending a team to the Indigenous Uni Games

Mabo Day

- Teed up with the law school to use the moot court to host a keynote speaker and Q&A session with an indigenous lawyer or judge.
- At the last minute, the key note speaker was unable to attend, and my back up was also engaged in other business.
- The event will be postponed to somewhere near the Elliott Johnston Memorial Lectures (28 Aug)
- In the meantime, I am hoping to have a casual screening of the movie, *Mabo*, probably in Yunggorendi Mande, or Scholars Bar depending on interest. This will be at early evening either this week or next week.

Yunggorendi Mande Meetings

- I have attended 2 formal meetings this month with Yunggorendi staff. One was to have some open dialogue regarding whats happening with First Nations interests across the University; the other was specifically regarding Reconciliation Action Plans which I raised at the last meeting
 - The overwhelming response from staff on this issue is that Indigenous people should be the last to have a part in creating these documents as it is, in essence, a statement of how non-Indigenous factions plan to include, celebrate, and connect with Aboriginal culture.

Public Representation

- On 27 May (Sorry Day), Adelaide City Council hosted a reconciliation breakfast at the Adelaide Convention Centre. I attended this along with 3 Indigenous students and a handful of staff from Yunggorendi. It was an inspirational morning and I feel everyone took a lot from it.
- On 31 May, there was an Aboriginal Veterans' Commemorative Service at the SA War Memorial, followed by a sod turning ceremony for the Indigenous War Memorial at Torrens Parade Ground. These were beautiful ceremonies which I am very glad I attended.

Visits

- On 28 May Indigenous students had the opportunity to speak with representative of the Australian Electoral Commission and Indigenous Allied Health Australia (IAHA).
- The AEC is looking to educate Indigenous people about the importance of voting, how to vote, how to enrol, and how to work for the AEC so this was a very worthwhile presentation.
- IAHA is the premier body representing Allied Health professionals and students who either are Indigenous or work around Indigenous issues. They also came on the 28th to speak to students about how to be involved in IAHA, benefits of membership, etc.
 - IAHA also briefly discussed the upcoming national conference to be held in Adelaide.

Activity	Hours
<ul style="list-style-type: none"> • FUSA Involvement <ul style="list-style-type: none"> ○ Student Council Meeting ○ Q&A Session 	5 (4) (1)
<ul style="list-style-type: none"> • Flinders University First Nations Association <ul style="list-style-type: none"> ○ Development and revision of Constitution ○ Inaugural General Meeting ○ First Club Meeting 	5 (2) (2) (1)
<ul style="list-style-type: none"> • Mabo Day <ul style="list-style-type: none"> ○ Meeting with the Dean of the Law School ○ Communication with members of the legal profession 	2 (1) (2)
<ul style="list-style-type: none"> • Yunggoendi Mande meetings <ul style="list-style-type: none"> ○ Staff meeting ○ Meeting re: Reconciliation Action Plan 	2 (1) (1)
<ul style="list-style-type: none"> • Public representation <ul style="list-style-type: none"> ○ Reconciliation Week Breakfast ○ Aboriginal Veterans' Commemorative Service ○ Aboriginal War Memorial Sod Turning Ceremony 	4 (1) (1) (2)
<ul style="list-style-type: none"> • Australian Electoral Commission Visit <ul style="list-style-type: none"> ○ Organisation ○ Presentation 	2.5 (0.5) (2)
<ul style="list-style-type: none"> • Indigenous Allied Health Australia Visit <ul style="list-style-type: none"> ○ Organisation 	<0.5 (<0.5)
Total	21

Environment Officer Report

June 4th, 2013

I have yet again been questioned about *what I actually do*. It's been argued that people are not aware of things I have been working on. While I have little idea about who are making these claims, I am more concerned about why have they not come and spoken to me about the situation, and the environment people seem pretty happy with the levels of engagement.

Being the environment officer I have to deal with a few constraints and the role doesn't have any definition as to what an 'environmental officer' actually does; luckily I found some advice and a bit more direction. One of the many things that I have learnt is having a sense of 'due diligence' and care for projects and initiatives- whereby understanding the situation and aware of the facts before making decisions and creating plans for moving forward. Being a representative of the environment and the students who are engaged in this field, the need for communication and collective answers are central to the workings of this area. Hence, why I have not necessarily had much 'presence' on the Plaza.

Defining my role as environment officer- meeting with sustainability officer

As the year has gone by, it has been difficult finding out what my role as environment officer should look like. I'd had a meeting with the sustainability officer about various things, and I brought this up and asked for his opinion. He thought that the following things would be appropriate and useful ways for me to be active in the officer bearer role

- Management role for leadership program
- Potential manager for the Bush for Life program
- Providing advice and being the liaison with students and their concerns about environmental issues on campus
- Continue writing articles for Empire Times
- Forming links between all the enviro groups together.

There is also great enthusiasm to get established a sustainability related newsletter for students and I would have input into this also.

Some work that is going on at the moment regarding environmental initiatives on campus include:

- Sustainable transport initiatives – we are finalising a discussion paper which will be available on the website, together with a travel behaviour survey – to help us design effective green transport initiatives, and improve students access;
- Review of our current waste systems, to ensure we have a better system in place for students in 2014;
- A landscape master planning exercise, which will aim to create 'learning landscapes' for students;
- Energy conservation and solar pilot project

I was also provided a discussion document that was produced that has been helpful in understanding what is happening on campus. While I do not have direct control over these projects, I have asked to be kept informed about what is happening and how students and myself can get involved. There may be scope for that later in the year when consultations are being done.

Recycling- helping with student concerns

I have had a student email me with a concern about the lack of recycling bins in the medical lecture building. On Thursday the 16th of this month I spent a couple of hours walking around doing an audit, and as it turns out it is not part of the uni's waste management contract. I have received an

appropriate contact so I have got the ball rolling on getting recycling bins in as the student is very passionate about it happening and have been maintaining continual contact.

FEAG meetings

Maintaining going to FEAG meetings to discuss all the various actions that are happening on campus and off.

- Food Co-op - biggest amount of orders this year & new volunteer
- Permi Garden - Straw-bale gazebo planning going great and in early stages- they will get back to me and see what actions can happen moving forward
- Flinders Sustainability Leadership Programme - First workshop had been scheduled for Thursday June 6th
- Students of Sustainability & Trip to the Tarkine
- Started discussion and ideas about Sustaina-Fair

Students of sustainability leadership program

This month alone I have been finalising the 'Students of sustainability leadership program' pilot program, attending meetings to make sure it's what students are after, and have been allocated the manager of it—including writing the reports and program which has taken hours to complete.

Meeting with NUS environment officer

Stephen made a visit to Flinders University and we had a chat about finding out what sustainable strategies other university's use, and to establish open communication about developing environmental initiatives. I was also informed that I am the most active enviro officer in SA, and so too is FEAG which has a huge influence on uni student engagement in the state.

Development of sustainability/environment newsletter

Probably next semester we will look at developing a specific newsletter so students and staff can find out what is going on.

Started dialogue about composting at Flinders Living

Apparently there isn't any specific system regarding composting there, so again next semester I will look into this further.

Mini campaign ideas

Have asked a couple of people, including Jayson to see if they would be willing to help develop mini awareness campaigns on the plaza for next semester. We will be meeting in the near future and discuss ideas. Some include:

- Recycling practices
- GM food
- Ethical products

This however is in the early stages but will be refined soon.

FUSA

There may be some concerns about me not attending FUSA events, or have been at uni while events are happening but haven't been able to help out, or have not been able to attend working group meetings.

Especially at this time of year, assignments are due and exams are close so a lot of time and energy is going into studying and uni work (because after all I AM a fulltime student). Wednesday especially is my busiest day at uni and that's when all events seem to be on (and I have skipped numerous classes to help out in the past).

What I have done for FUSA include:

- Helped organise the Student Forum, and ensured that it was not left to the last minute to be organised. I spent time putting up posters around campus, and even informed people of the change of location when I got emails about it.
- Mental Health Day- did the barbeque as usual
- Attended the 'emergency meeting' and a FlindersONE meeting
- Packed up the 'walkout day' with Roxy, Will and Jayson- when no one else was willing/available
- Been frequently writing articles for Empire Times

Postgraduate officer activity report to FUSA May 2013

1. FUSA Postgraduate Reference Committee planning meeting

I met with committee members at FUSA on May 30th to discuss issues and plans for engagement with Flinders postgraduates.

A. Faculty postgraduate associations.

Each faculty appears to have a postgraduate student association.

Committee suggested I meet with representatives of each postgraduate association singly or as a group to establish their expectations of FUSA, and to link communications for inter-faculty and University-wide activities.

B. Postgraduate Day

I propose that FUSA sponsor a day of activities, both academic and social, to engage postgrads across campus.

- A forum or debate with high profile speakers.
Suggested topic: Social justice and University funding
- Interactive cross-disciplinary 'speed dating' activity
- Food, wine, and fun stuff

The proposed date for **PG Day** is the second Tuesday of term 3, **August 13**.

I am looking for two volunteers from FUSA to join the planning party, which will need to meet during the semester break.

C. Postgraduate Meeting Space

I am trying to locate a suitable place on main campus for postgraduates to meet casually for peer support, advice and interaction. The Sage Restaurant area immediately adjacent to the Central library may be a suitable space to colonise at certain times of the day. Other suggestions are welcome.

2. Empire Times article

An interview with the previous president of FU Postgraduate Student Association was sent for publishing in ET.

Kingsley Whittenbury

Postgraduate Officer

31.05.13

Manager Student Engagement – Report – JUNE 2013

FUSA STAFF

Student Advocacy Officer

-Sue Myatt starts in the role on the 3.6.13

Student Finance and Advocacy Officer

-Applications closed on 3.6.13 and interviews will be the week beginning the 11th of June

Meeting Room

-Painting has been completed. Now waiting on quotes for tables and chairs from Buildings and Property

Geoff Harrison Room

- Storage in the Geoff Harrison Room will need to be shared with Flinders One. This is to accommodate storage for Finance, once they have occupied the Union Building. Buildings and property to issue draft layouts.

Student Spaces

-Women's Room: construction and refurbishment of an extra room has been completed

-FUSA space at Sturt: Buildings and Property have agreed to fund the majority of the refurbishment of this space. The space will be painted and furnished. It will also include a fridge, microwave, kettle and TV

-Equity Spaces: I have asked Enviro, Queer and Media Officer to give me their wish list with regard to refurbishing this area and I will take to Buildings and Property

-McHugh's: Student Council need to come up with a proposal with regard to the use of this space and forward to Buildings and property for their consideration

FUSA Smoking Ban Proposal

-I met with David Banks from Buildings and Property recently. David has undertaken to bring this issue up with the DVC(A) and the Vice President Strategic Finance and Resources. At this stage, it seems that the issue will be dealt with at the Occupational Health and Safety Committee.

Election

-I completed a handover to Rob Manwaring last week. I will be able to provide support to him for this election in preparation for him holding the reins for the Student Council election in October

Canberra Visit

-I attended a Conference on Student Engagement and Student Services and also visited the two Universities and their Student Associations. A report will follow

Counsellor at FUSA

-There is currently a three week wait (approximately) to see a counsellor at Health and Counselling and Disability service here at the Uni. I have offered a room for a counsellor to operate here at FUSA one day per week. This will likely start in July sometime.

PokitPal

-I am close to finalising the contract with Pokitpal, which means that FUSA will have its own discount/diary App ready for the Semester Two at the latest. Pokitpal are offering a launch party at the University sometime in August hosted by Red Bull

Battle of the Bands

-Jessi is coordinating the Band Competition on campus.

Heats

Wednesday 28th September during lunch hours, (1pm – 3/3.30pm)

Thursday 29th September during lunch hours, (1pm – 3/3.30pm)

Semi-Final

Thursday 5th September from 5pm.

This is the first year Flinders University have participated in this event in many years. Final to be at Fowlers Live with the two winners from each University.

Regional Student Needs & Student Representation

-My aim over the coming weeks is to investigate what the current needs of regional students are and how FUSA/The University can support them

-I will also be doing an audit of Student Representation across the University to get a sense of what is going on the Schools/Faculties

NUS LGBT UK Conference

As student council is aware, I attended a NUS LGBT UK conference which was held in Manchester, England. This conference was part funded by the University, part funded by FUSA and part funded personally.

While I was travelling I also had the opportunity to meet and discuss university and student organization and structure with people from across Europe including Scotland, Wales, England, France and Italy.

The Conference

The conference itself was a stark contrast the LGBT student conference, Queer Collaborations, which occurs annually in Australia. While Q.C. focuses on skill sharing, pulling apart privilege and ensuring equality through work-shopping, NUS LGBT UK focused almost entirely on policy that NUS should adopt, and besides autonomous caucuses that were held, there were no workshops.

The Conference has had several guest speakers from across Great Britain which were inspiring, amongst them was a trans-woman who had attended this same conference many years ago and had gone on to advise government on many desperately needed reforms, as well as the woman who had setup UK Black Pride, a pride event for LGBTI black people in England.

One of the largest outcomes that I got from the conference is how harmoniously people could work together. Q.C. has a large reputation of being overtly a clash-of-heads in a political sense, however this conference was extremely polite despite the same presence of similar adverse political group.

I will be taking my perspective of this conference to Q.C. this year (if I secure a place) and will be encouraging the conference to adopt a far greater inclusion policy to ensure people are aware that even better outcomes can be achieved by working together.

University East Anglia, Norwich, England

My host university that I travelled to the conference with was UEA from Norwich in the mid-north east of England. This is an extremely large and active university compared to many of its neighboring areas, and has a very active student union.

I attended this university just after their elections and was able to meet with several of their office bearers, including their new Queer Officer (who also came to the conference), and many of their staff.

I was given a tour of their grounds, and was able to see how the Union was able to engage with students. Predominantly through an extremely large and active student bar,

Their student union also has control over food outlets including a second bar, cafes and vending machines across campus. I identified that vending machines are virtually a no-lose situation with long shelf life products, minimal ongoing costs, but often a relatively high-return rate.

In regards to their setup and structure, this university was very similar to ours (except completely independent of the University), however the bigger positions were often shared, and so two people could fill one portfolio. They also had a religious officer, a social activities officer and an abilities officer which we did not have.

All Office Bearers looked after a reference group, similar to our Sub-Committees.

UEA does not fund their Union as highly as we are funded (around \$800,000AUD), however their Union turns over several million from their profit arms.

Leeds & London

After talking to conferences delegates from Leeds and London, another difference that stood out to me is that their larger Office Bearer roles were classed as “sabbatical roles”, which meant that students that meant into them knew the requirements before hand, and were required to take that year off of study.

This meant that the student could dedicate their entire attention to their portfolio, and was expected to complete a lot more work. These officers were also paid a decent wage to compensate for their time.

It also seemed that these universities used a slightly different setup to us, where each ‘Office Bearer’ was a Vice President, or President- and the Gen Sec and Presidents roles were shared around, or simply did not exist.

Some still utilized a President, but had several Vice Presidents, which covered multiple portfolios, and then Office Bearers to pick up those portfolios. For example, you would have a President, and then 'Vice President Equity', and the VPE would then look after the Office Bearers of Women's, Queer, etc. The VP roles were to ensure that the Office Bearers were further supported in their campaigns, and were more of an assistive organization and liaison role rather than a co-assisting role.

Italy

I spoke to several students in Italy who attended Roma Tre University (Rome's Third University). They told me that the elections were within a few weeks of me being there, but that there was a huge apathy amongst their students when it came to student politics.

This University in particular I saw a lot of similarities with University of South Australia. The University was split amongst multiple campuses, mostly dotted throughout the CBD, and to co-ordinate meetings and an organized student union that regular met would be a large feat in itself.

They told me about the tumultuous history that Rome's government has had over the past couple centuries (dictators, popes, kings, democracy) and they said that often people of Rome do not care about the government and the students are very disempowered. The students I spoke to said that there was no one physical location of a student union that they knew about (a look at the University's website reflected the same thing), and they said that only three or four people sit on the student council.

Key Outcomes:

- FUSA should be part of a change in student politics that focuses more on the outcomes rather than the personal politics of student conferences
- FUSA should make formal policy around gender inclusivity in all fields of the university
- All Office Bearers should setup a reference group or subcommittee, if they do not already have one, and should have at minimum a monthly meeting.
- That FUSA should continue to push for more commercial arms to offset projects that are not funded by the University
- That FUSA should seek independent funds from OSE
- That FUSA should review the Office Bearers roles that they have, and seek to include additional roles as seem appropriate
- FUSA consider the idea of highly detailing the roles of Office Bearers prior to elections, and make formal recommendations that students must decrease their study load to be on

Student Council in non-general-member-positions, and that honorarium be reviewed and increased if possible to offset this

- That FUSA review a policy and program to ensure political activism is promoted to our students to counter apathy that currently exists.

Future

Moving forward I intend to work actively with the council at reviewing the key outcomes as detailed as above. While I believe that not all of these are appropriate for our existing model of governance, I think that the best parts of those outcomes could be extracted and extrapolated.

So far council may note that we have already moved forward with several of the Key Outcomes as above, such as the introduction of new OB positions, and petitioning the University for alternative food and beverage outlets.

PRINTING QUOTA

It was decided that the Student Council would investigate printing quotas and if the University should be lobbied to bring these back in some form. A decision needs to be made by the SC to pursue this or not. Earlier this year, it was agreed by SC that it was not feasible to proceed with this, however, Hannah MacLeod had further questions before a final decision was made and the answers to these are below. Below this, is the background provided as written by the University Librarian Ian McBain.

Hi Chris

I have interleaved responses below. The stats come from the 2012 figures from Planning Services. I have answered this on the basis of Schools not Faculties as measure of consistency.

Please let me know if you would like further information or clarification.

Regards

Ian

Ian McBain

University Librarian

Library, Information Services

Flinders University

Level 2, Central Library

Sturt Road | Bedford Park | South Australia | 5042

GPO Box 2100 | Adelaide | SA 5001

T: +61 8 8201 2103 | F: +61 8 8201 2508 | E: ian.mcbain@flinders.edu.au | W: www.flinders.edu.au/library/

CRICOS Provider Number: 00114A

Disclaimer: This email and any attachments may be confidential. If you are not the intended recipient, please inform the sender by reply email and delete all copies of this message.

From: Chris O'Grady
Sent: Tuesday, 19 March 2013 5:39 PM
To: Ian McBain
Subject: RE: First Pass

Ian,

I have had some questions raised by Student Council around printing and they are the following:

Number of students who had printing credits previously (in 2011)

The five schools named below had around 25% of the EFT load in 2012 so this would, in 2011, have been around 5,000 students.

Which faculties had printing credits previously (in 2011)

The Schools of Computer Science, Engineering and Mathematics, International Studies, Psychology, Business and Social and Policy Studies had some provision of credits. The extent of these varied. These credits only ever worked on equipment provided in the schools involved, never in the Library, and were thus only for a small part of the printing done by most students.

Cost if all students had \$10 printing credits added to their accounts?

There are around 23,000 students at present so the direct cost is \$230,000.

Only those student based on the Bedford Park and City campuses would be able to use the quota as system does not extend to the distant locations such as Darwin and the Riverland. External and offshore international students would also not benefit.

There is no provision in the contract with the University supplier for this type of supplementation and some time would be required for negotiation and implementation. The window of opportunity to do such a transfer in second semester 2013 is closing rapidly. To exclude those students who would not benefit it would add a significant amount of complexity and cost and would now be very difficult in 2013.

Why library charges 11c per b&w page?

The Library does not provide or charge for printing. It fully participates in the University's facilities management contract.

Based from my experience in working out these costs from when the Library did manage such services the costs for the university's contractor are made up of, at least; the cost of the equipment, the service contract on the equipment, consumables such as toner, paper, staffing, the underlying computer system to manage the accounts, the cost of the cash handling equipment, the transaction costs for electronic funds transfer, GST and workcover. They are a commercial operation and are no doubt making some profit.

How many students have online submission of assignments for ALL subjects they are undertaking?

At present only the School of Nursing and Midwifery has universal electronic submission. They are presently 14% of the EFT student load so around 3200 students. The University has mandated universal electronic submission from the beginning of first semester next year.

Which faculties have online submission of assignments for ALL topics? (my prediction is none...)

See above.

Which faculties have online submission of assignments for SOME topics? What percentage of topics?

Outside of Nursing and Midwifery I understand that there are some pockets of electronic submission but I am unable to quantify the situation.

The total cost if a printing credit of \$10 was given to students who do not have online submission of assignments?

The direct cost would be around \$200,000 ie 14% less than the cost of giving everyone such an allocation.

There is no mechanism for such a partial data load. It was never envisaged as part of the negotiations with the vendor and as far as I am aware the database doesn't contain the necessary information to discriminate between students on the basis of school. Creating a piece of software to do such a transfer would come at a considerable cost and take some time. I doubt that it could be achieved in 2013 given that our only opportunity to test and make a change would be in the mid-year. As the rationale for this model of distribution would be overtaken by the policy of universal electronic submission from first semester next year it doesn't seem to me to be a viable option.

Are you able to answer all of these questions?

Once I get a response from you, I can forward these back to Student Council and we can take it from there.

Thanks,

Chris

--

Chris O'Grady
Manager, Student Engagement

Office of Student Engagement

Flinders University

GPO Box 2100 | Adelaide | SA | 5001

P (08) 8201 2658

E chris.ogradey@flinders.edu.au

W www.flinders.edu.au



CRICOS Provider Number: 00114A

Disclaimer: This email and any attachments may be confidential. If you are not the intended recipient, please inform the sender and delete all copies of this message.

Background

New arrangements for student printing and photocopying were established on the Bedford Park Campus in February 2012. A single system operating in all computer facilities was created. Management of the system was outsourced to Unicard. The three school-based quotas that operated in Science and Engineering and one in Social and Behavioural Sciences were abolished following a decision of VCC. The old quota arrangements worked in different ways, there was no common level of entitlement and the cost of over-quota sheets varied widely. The new system left unchanged the price and arrangements in the Library, the Faculty of Health Sciences and the Faculty of Education, Humanities and Law

Establishing common student printing and photocopying arrangements gave us information regarding the totality of student printing and photocopying on the Bedford Park Campus for the first time. This shows;

Total use 2,945,470 sheets @11cents \$324,000

Assuming 15,000 students this represents \$21.60 per student per year or 60 cents per student per week of semester.

Of this printing

222,781 sheets (7.5%) @11cents \$24,505

Was done on machines located in Schools where there had been some quota prior to 2012.

If we assume (incorrectly) that all of this would have been covered by quota and allocate this equitably to 15,000 students it represents a change of \$1.70 per student per year or 4 cents per student per week of semester.

The majority of copying and printing 2,722,689 sheets (92.4%) was done on machines that had no quota in the past and where the situation is unchanged.

Comments based upon our experience during the transition to the new arrangements and in the first year of operation;

1. The old system of school-based quotas was inequitable as it only benefited a part of the student body (around 30%) and only for a small part of their printing. For the majority of students and the vast majority of printing the cost remains unchanged.
2. As well as being inequitable the old school-based arrangements were a source of confusion and dissatisfaction amongst students. The new arrangements have dealt with this issue.
3. The cost of the change to student (4 cents per student per semester week) is small.
4. The original rationale for the school-based quotas is now uncertain but it was, at least to some degree, based upon offsetting the costs of printing material for submission for assessment. The move to electronic submission of assignments will deal with this issue.
5. The contract provides for Unicard to undertake a Customer Satisfaction Survey which will inform the recommended review.

Recommendation

That the printing management arrangements established in 2012 be continued unchanged to the end of 2014 when their effectiveness and impact on students should be assessed.

Formal Apology

I motion that a formal apology from the Student President to the Education Officer is recognized by council for miscommunication during the organization of the rally held on the 29th May 2013.

Formal Gesture of Gratitude

I motion that a formal gesture of gratitude be recognized to two of our general council members, Will and Roxie, and our Environment Officer for their help going above and beyond on the rally held on the 29th May 2013.

New Student Council Members with a Portfolio

At the previous (emergency) student council meeting it was passed that the positions of Social Activity Officer and Abilities Officer be introduced.

These positions are currently in the by-election, and council must formally pass their regulation before the positions are filled. Below is a new regulation that introduces them.

Office Bearers and Student Council Members with a Portfolio by Regulation

1. In accordance with Clause 13.2 and Clause 21 of the Flinders University Student Association the Student Council may, by way of regulation, create any Student Council position(s) that they deem fit.
2. The Student Council positions created by regulation are as follows:
 - a. Social Activities Officer
 - i. Any student at Flinders University may nominate themselves for this position.
 - ii. The Social Activities Officer will be a Student Council member with a portfolio and will receive the same benefits that those in equivalent positions receive.
 - b. Abilities Officer
 - i. To nominate for the position of Abilities Officer the candidate must self-nominate as having a disability. The candidates disability is not required to be diagnosed or proven to the Returning Officer of the election in which they are nominated
 - ii. The Abilities Officer will be a Student Council member with a portfolio and will receive the same benefits that those in equivalent positions receive.

Regulations for Duties of Office Bearers, & Student Council Members with a Portfolio

I motion that we accept the following additions to the Regulations for Duties of Office Bearers, & Student Council Members with a Portfolio:

11. The Social Activities Officer shall:

- a) be responsible for the ongoing organization and management of the activities deemed 'social' rather than political that are run under FUSA's name
- b) review, change and add to the FUSA Social Calendar as they seem fit, with the approval of Student Council
- c) be the contact point for FUSA members conducting campaigns with a social aspect
- d) utilize the other council members, in particular the Ordinary Members of Council to ensure successful events are conducted
- e) provide the Student Council with a written report of his/her activities as Social Activities Officer at each meeting of the Student Council;

12. The Abilities Officer shall:

- a) advocate for students who live with a disability
- b) advise the Student Council on any practice that may be deemed ableist, or may discourage those living with disabilities from joining or attending FUSA events
- c) run campaigns and work with similar advocacy groups, university staff, or others to ensure the best interests of students living with disabilities is taken into account
- d) provide the Student Council with a written report of his/her activities as Abilities Officer at each meeting of the Student Council;

Agenda Requirements

I motion that the Student Council requires all submitted Matters for Discussion be accompanied with a written description of the proposed discussion and that all submitted Matters for Decision are accompanied with a motion and description.

The reason for this motion is in order to increase the efficiency of Student Council meetings, increase transparency and to allow Student Council members to come fully prepared.

Fair Trade Accreditation

Resolution in favour of Fair Trade Accreditation at Flinders University

- *"A bite of Fair Trade chocolate means a lot to farmers in the South. It opens the doors to development and gives children access to healthcare, education, and a decent standard of living."*
 - K. Ohemeng-Tinyase, Managing Director of Kuapa Kokoo cocoa cooperative, Ghana¹
- *"Macquarie University achieved Fair Trade Certification in May 2009. There was no change in price for the cup of coffee, but the purchasing agreement for the university was cheaper for Fair Trade products. There was an increase in sales of 20% after Fair Trade was adopted."*
 - Scared Grounds: Fair Trade Coffee Supplier for Macquarie²
- *"I don't think the coffee price will be a consideration in 18 months time."*
 - Peter Badenoch – Flinders One Food and Beverage Assistant on the price competitiveness of Fairtrade certified coffee compared to Rainforest Alliance.³

What is Fairtrade?

Fair Trade is a generic term for labour, procurement and local and global trade practices which are ethical, equitable and environmentally, economically and socially sustainable. Fairtrade is a popular certification for goods and products that have been produced and traded ethically. Fairtrade certification acts as a threefold guarantee. Firstly, producers have been paid no less than a set minimum price for their goods. Secondly, that a part of the price paid for goods, known as the Fairtrade Premium, has been democratically invested into community development in the producer communities and farmers collectives. These initiatives are chosen and executed by communities and often include business development, pre-financing, microfinance loans,

1

http://www.fairtradecommunity.info/index.php?option=com_content&view=article&id=151:fair-trade-related-quotes&catid=47:quotes&Itemid=39

² Uni of Melbourne Fair Trade Proposal

<https://sites.google.com/site/fairlyeducatedresources/engineering-docs>

³ Quote of a recent meeting with Flinders Fair Trade Society.

healthcare programs, education and other development initiatives. Thirdly, Fairtrade certification ensures ethical labour practices are implemented and followed. Audits and inspections occur to ensure the transparency and efficacy of Fairtrade.

What is a Fair Trade University?

While products can be Fairtrade *certified*, supportive institutions such as universities can also be *accredited* as Fairtrade Communities. Currently Australia has eight universities accredited through the Fair Trade Association of Australia and New Zealand (FTAANZ).

To gain accreditation a universities must pay a small administrative fee and comply with minimum standards. These include the Student and University Councils passing resolutions, the establishment of a Fair Trade Steering Group, ensuring the availability of Fairtrade certified products at reasonable prices in many on-campus retail outlets, Fairtrade certified coffee and tea being available in staff kitchenettes being the default option at Student Council and University Council events, and the promotion of Fair Trade on Campus. The full standards are available in appendix document 'Fair Trade Communities University Guidelines.'

To maintain accreditation, universities must comply with progress goals and reporting requirements. These include increases in the availability and variety of fair trade products, and the promotion of fair trade including through events for Fairtrade Fortnight.

Benefits for Flinders University include increased choice for students, compliance with institutional principles of sustainability and ethics, a visible demonstration of university responses to student beliefs and actions, and enhanced public perception of the university as an ethical organisation by potential students and the broader community

Resolution

WHEREAS the Student Council is charged with promoting and advancing the rights, interests and welfare of students and representing students within and outside the University, and;

WHEREAS the council supports principles of sustainability and fair trade, and;

WHEREAS the Student Council supports both the pursuit of ethical and innovative solutions to make a positive difference to society's most challenging problems, as well as the promotion of fairness, integrity, equity, social justice, ethics, diversity and cross-cultural understanding and respect, as per the Flinders Future Focus Strategic Plan 2012-2016, and;

WHEREAS the choice to use Fair Trade products in lieu of less sustainable alternatives combats extreme poverty by providing sustainable livelihoods for producers in developing countries, and;

WHEREAS eight Australian Universities across Australia have already gained Fairtrade accreditation, including the University of Adelaide, RMIT University, the University of Western Australia, the University of Melbourne, La Trobe University, Monash University, Macquarie University, and Deakin University, and;

WHEREAS Student Council recognises that Flinders University clubs including Flinders Fair Trade Society, Flinders Environmental Action Group, Health and Human Rights Group, Flinders University VGen, and other affiliated and non-affiliated groups, along with countless individual students and staff members, have demonstrated significant, sustained, passionate and well-reasoned demands in support of increasing use of Fair Trade products on campus over a number of years,

The Student Council resolves to:

- Support the campaign to make Flinders University a Fair Trade University.
- Support the creation of a Fair Trade Steering Group responsible for implementing this policy to meet at least once per semester to reflect on progress made and to decide how best to achieve further minimum requirements and/or progress goals for Fair Trade accreditation. The group could include representatives from the Flinders University, the

Sustainability Officer, University Council and University Council Executive, the Student Council and Student Council Executive, relevant student groups, campus caterers, representatives from Flinders One and other on-campus business/cafes.

- Support the creation of a Fair Trade policy to facilitate meeting the minimum requirements for Flinders University's accreditation as a Fair Trade University. (These minimum requirements are attached as appendix document 'Fair Trade Communities University Guidelines'.)
- Take steps to ensure Fair Trade coffee and tea are the default option at FUSA events and Student Council meetings.
- Advocate for Fair trade and sustainable products to be readily available in on-campus retail outlets including, but not limited to, those operated by Flinders One. These may include coffee, tea, sugar, cotton products such as bags and clothing, sports balls, and other items.
- Support the promotion of Fair Trade and sustainable development at Flinders University.

Multicultural Festival 2013

Venue: *Flinders University Plaza (Main Campus)*

Date: *19th, 20th & 21st August 2013 (Monday – Wednesday)*

Time: *11am – 6pm*

Aim

To:

1. celebrating cultural diversity amongst students at Flinders University
2. providing a platform to introduce the diverse and colourful cultures present
3. bridging the gap between international students
4. reaching out to local Australian students

with that agenda in mind, the Multicultural Festival Committee at Flinders University is aiming to win the **2013 South Australia Governor’s Multicultural Award**. We hope that this event will be a recurring event in the university with a theme specific to each year.

And the Multicultural Festival Committee at Flinders University is proud to introduce this year’s festival:

Under the Same Sky

Overview

The sixth key of Flinders University Strategic Plan is: Strengthening internationalisation, and to do that Flinders University will work hard to create a campus culture that is lively, promotes interaction between international and local students, and supports diversity in ways that reflect our clear expectation that Flinders staff and students will be culturally aware, respectful and tolerant of others. This year, Flinders University international enrolments exceed 1,500 places with students originating from more than 80 countries. Therefore this festival creates the opportunity to showcase a variety of different cultures from around the world through cultural performances, games and food stalls.

This proposal will include the following:

1. Event Target
2. Program
3. Event Management
4. Event Marketing (including Income Generation)
5. Others / Miscellaneous
6. Positions
7. Honorariums
8. Conclusion

1. Event Target

a. Why?

- i. To emphasise Flinders University international connectedness
- ii. To strength international students relationships
- iii. To improve international students experience at Flinders University
- iv. To provide a global engagement foundation for Flinders University's students
- v. To increase international opportunities for Flinders University students

b. Who

- i. Students (local and international)
- ii. Staff (local and international)

c. Want

- i. To represent most Flinders University students' countries
- ii. To provide Flinders University's students with a wide overview of the world

The approximate participants/visitors target for the festival would be between **700 – 1000** visitors over the period of 3 days.

2. Program

As the event will be spread over the course of 3 days, we propose that the performances and/or games and food stalls for each day will consist of a mix of nationalities.

a. Performances

We propose that performances such as dances, instruments, band, etc., will take place between 11am to 3pm over the course of the 3-day event. The time schedule for each performance would be approximately 10 minutes per performance. We are targeting approximately 8 performances a day by the different organizations.

b. Food / Activity Stall

We are hoping to have a minimum of 6 stalls per day showcasing the food / delicacies from each participating country. Further, the participating organization will have a choice to do either a food stall OR an activity stall.

We propose to provide each organization who are volunteering food stalls, \$500 as preparation costs and \$300 for the organization who will be doing an activity stall. The activities could vary from a games booth to a henna tattoo booth.

Budget Allocated: $\$500/\text{organization} \times 6 = \$3,000.00$
 $\$3000 \times 3 \text{ days} \quad = \$9,000.00$

NOTE: We will have a meeting with the various student presidents to confirm each organization's participation of activity A and B upon approval of this proposal. We will also provide a more detailed programme of the performances once we have received confirmation from the various organizations.

c. Country – related Trivia

We propose to have a trivia relating to the countries scheduled during the relevant days to encourage participation by the students. Therefore, we also propose to have gift vouchers as prizes for the trivia. Example of gift vouchers: Coopers Bar, Flinders One, Smiggle, etc.

Budget Allocated: \$200/day X 3 = \$600.00

d. Entertainment: DJ

As the performances will not be occurring throughout the entire duration, we propose for a DJ to spin filling in the empty slots in between performances. The music for the DJ could be a mix of today's current hits as well as world music (i.e: K-pop, J-pop, Arabic, Hindi, etc.)

Budget Allocated: \$500.00

e. Photo booth

We propose to have a photo booth where students could have an opportunity to have their photo taken wearing the traditional costumes of the countries scheduled within the day.

We also propose for the various student organizations to be able to provide the ethnic costumes of their countries.

Further, we propose to collaborate this portion of the activity with Flinders Photography Club (FPC) for the photo booth photographer as well as the official event photographer. We propose for FPC be provided for the costs of polaroid instax OR photo paper required for instant print during the event. We will contact the President of FPC upon approval of this proposal.

Budget Allocated: \$100/day X 3 = \$300.00

We would also set aside a contingency fund in an event where we need to source for the various ethnic costumes.

Budget Allocated: \$300.00

f. Movies

As the festival is scheduled to run till 6pm. We propose “a trip through the screens”. This is an intercultural movie night where 6 movies from various countries and genre (i.e: Bollywood, Korean, Thai, Malaysian, Chinese) will be shown over the course of 3 days from 3pm to 7pm.

We also propose to collaborate with Flinders FACTS (film society) for this portion of the festival. We will proceed to contact the President of Flinders FACTS and discuss the necessary arrangements upon approval of this proposal.

Budget Allocated: \$300.00

Email: flindersfacts@gmail.com

3. Event Management

The logistics required for the event are as follows:-

a. Performances

- 1- Stage
- 2- Audio System
- 3- Crew
- 4- Power supplies
- 5- Vehicle access

b. Food / Activity Stall

- 1- Crew
- 2- Power supplies
- 3- Vehicle access
- 4- Food safety requirements

5- Gas for cooking or all electric

6- Refrigeration

7- Stalls/marquees

c. Country – related Trivia

d. Entertainment: DJ

1- See requirements for (A) above

e. Photo booth

1- Power

2- Location

3- Costumes

4- Crew

f. Movies

1- Lecture theatre

2- Projectionist

3- Film hire

4- Performance rights

5- Box office staff

6- FOH staff

General Requirements

a. Event safety

1- Risk Assessment

2- Risk Management Plan

3- Permits

i. Food

ii. Structures

iii. Music performance

iv. Film performance

v. Liquor

b. Security

1- Internal (University)

c. Insurances

- 1- Cash carry
- 2- Public liability
- 3- Volunteer
- 4- Directors' and Officers'
- 5- Loss / theft / damage

d. Décor

- 1- Posters & Flags of the various countries (provided by the relevant student organizations)

Budget Allocated: \$1000.00

4. Marketing

We propose to have an advertisement via Facebook, email blasts from the Student Associations (both Flinders & International) & ISSU (if relevant) in periodic terms as set out below.

First Blast: SNEAK PEEK!

The abovementioned blast to take place approximately 2 months before said event, June 2013.

Second Blast: SAVE THE DATE

The abovementioned blast to take place in July 2013.

Third Blast: WHAT'S COMING

The abovementioned blast to take place at the end of July OR 1st / 2nd August 2013.

Fourth Blast: EVENT DETAILS

The abovementioned blast to take place the week prior to 19th August 2013, either on 9th August OR 12 August 2013.

Fifth & Final Blast: DON'T FORGET

The abovementioned blast to take place on the Friday, 16th August 2013, before the week of the event (19th August 2013).

We also propose to have a marketing / advertising pack to be distributed to the relevant persons. Further, we also propose for the following marketing materials to be put up / distributed at the various faculties, Plaza, Library (Sturt & Main Campus), Village, Uni Halls and other relevant bulletin boards:

- I. Posters
- II. Flyers

Other Marketing Materials required are as follows:

- a. Invitations for VIP
- b. T-Shirts
 - i. Organizing Committee – 4
 - ii. Event Managers – 6
 - iii. Event Photographers – 5
- c. Press Release Statements
 - i. Empire Times
 - ii. Flinders Website
 - iii. Any other Press coverage not within the University
- d. Banners
- e. Video
- f. Website
 - i. FUSA
 - ii. Flinders University
 - iii. Facebook (www.facebook.com/FUMCF2013)
- g. Media Passes

i. Lanyards

h. Twitter & Instagram Coverage

i. Official Hashtag: #FUMCF2013

Budget Allocated: \$1,500.00

5. Others / Miscellaneous

(A) Prizes / Ribbons / Certificates of Appreciation

We propose for ribbons or certificates to be given to the participating organizations.
Example: Most entertaining booth, Most colourful performance, etc.

Budget Allocated: \$150.00

(B) Student Participation

We propose for any students (regardless of nationalities) be given the opportunity to express their interest and participate in any of the organization's performances. Further, we also propose for a BBQ by local students as the BBQ is part of Australian culture and it gives further opportunity for student involvement.

(C) Media

- a. SBS, ABC, 7, 9 and 10 channels will be asked for coverage
- b. TodayTonight Adelaide will be asked for coverage
- c. AdelaideNow, messengernews, news papers will be asked for coverage

6. Positions Required

Position	Responsibility
	<ul style="list-style-type: none">. Oversee the event – Full responsibility to the result of event. Volunteers & committee recruitment. Committee constitution. Produce the plan of management (General task assignment, track system to follow up the work, and coordination with other directors)

Convenor	<ul style="list-style-type: none"> . Contact clubs and all participants . Produce proposal . Contact media (University & Industry) . Contact VC, DVCA, DVCI, DVCR . Organise weekly/fortnight committee meeting . Checking weekly updates from committee . Media Spokesman/Spokeswoman for MF2013 . Event report/evaluation
Deputy Convenor	<ul style="list-style-type: none"> . Assistant tasks of the convenor . Step in when the absence of convenor . Be responsible to collect weekly event update from clubs and all participants, send update to convenor
Secretary	<ul style="list-style-type: none"> . Minutes taking . Sponsorship letter template (including the writing, layout design, sponsorship packages and acceptance forms) . Invitation letter template (sponsors, adjudicators, special guests, participants, media) . Thanks letter template (sponsors, adjudicators, special guests, participants, committee and volunteers, media) . Contact all the participants (training sessions, participation confirmation) . Respond to daily participant's inquiry (always cc to Convenor)
Treasurer	<ul style="list-style-type: none"> . Budget (based on the FUSA fund) – Excel format . Daily bookkeeping (know exactly how much sponsorship received, and how it is spent) . Prize shopping (Always look for good deal daily to recommend the committee) . Financial report . Event printing tasks
Event Manager	<ul style="list-style-type: none"> . Times schedule of each day . Food plan . Checklist of other equipments for preparation of food and dinning . Venue setup plan <ul style="list-style-type: none"> . Venue booking (Need to have an inspection to see whether it is good enough to hold the event) . Banners booking (Max. two) . PA system booking . Direction signs design and printing . Name tags, registration form, Feedback form, PPT . Volunteer plan of the day

**Marketing
Director**

- . Event branding (set a separate facebook account accessible to all committee members) – No repeatable information and make it logical
- . Marketing plan (to attract participants; to attract audience)
- . Marketing documents writing (eNewsletter, webpage announcement)
- . Marketing content of Posters/Flyers/Banners
- . Contact other marketing entities
- . Arrange poster/flyer/campus stall sessions to promote events
- . Manage online promoting (Facebook & website)
- . Booklet design
- . Recruit photographers and video makers

7. Honorariums

Position	Date	Time	Amount
Convener	Planning stages prior to event		\$300.00
Deputy Convener/Secretary	Same as above		\$150.00
Treasurer	Same as above		\$150.00
Event Managers (6)	2 per event day	4hrs	\$300.00
Marketing (6)	Marketing prior to event		\$600.00
Flinders Photography Club	Event Coverage & Photobooth Manpower for 3 days: 9 members		\$500.00
Flinders FACTS	All related Movie Screening Manpower		\$350.00
Total			\$2,350.00

7. Conclusion

The total budget we request is: \$16,000.00

This proposal was brought to you by:

Multicultural Festival Sub-Committee

Lauren Chandler

Hieng Seka Tith

Nur Nadira Zainal

Zheng Zeng

Dated the 30th May 2013.

Consultant: Steve Brown, Ph.D, Head of Tourism department at Flinders University and judging panel member at Australian Event Awards.

Event name: "WELCOME TO FLINDERS UNIVERSITY"

1st year international students dinner

When: 06Sep2013 17:30 – 22.00

Where: Flinders University (Main Campus)

Objective: The event is a great way to meet other international students and act as starting point to adapting a new student life at Flinders. We're expecting approximately 150 guests enjoy an incredible variety of international dishes, entertainment and many great surprises.

Tickets will be available at Flinders University Student Association (FUSA), International Students Services Unit (ISSU) and online via FUSA website. We propose for tickets to be priced at \$5.00 per person.

This proposal is set out as follows:

1. Welcome
2. Surprise game
3. Welcome Speech
4. Formal Dinner
5. Entertainment
6. Dance
7. Mentoring Program
8. Marketing
9. Total Budget

1. Welcome

17:30-18:00

In this part all students invited to register, write down the 1st impression at Flinders University on a big flip board. Welcome drink to all students.

2. Surprise Game

18:00-18:20

Students are invited to play the game to introduce themselves and communicate with other students. They are given questionnaire with a series of questions set to improve the interaction between students. Example: Find the engineering school student and write down their name. Find the student who is from Indonesia. The winners will be awarded prize provided from Flinders organisations (\$20 voucher Flinders Pharmacy, Lucky winner IPAD).

3. WELCOME SPEECH (Vice Chancellor)

18:20-18:30

4. Formal Dinner

18:30-19:00

We propose for food to be catered by an authorised vendor to avoid any health and safety issues that may arise from this event. It will be partially paid for by the university (approximately \$7.00 per person) and the remainder will be contributed via ticket sales.

5. Entertainment

19:00-19:45

4 performances from the clubs will form part of the programme.

Gift Exchange: A cap of \$10 will be set for the gift exchange. This will be advertised in the flyer and each student will be required to bring a gift for the exchange.

6. Dance

19:45-20:00

Guests are invited to enjoy music (DJ) and Australian dancing which gives the opportunity to students learn and enjoy wonderful Australian dancing.

1st option Most of the budget will be spent on prizes and reception. Volunteers prepare and serve foods. Volunteers required: at least 12, 6 for reception, 6 for other activities (to tie in with the new volunteering system for FUSA)

2nd option we can organise the reception by café, restaurant. In this case budget will increase. But there wouldn't be any concern food poisoning, serving etc.

7. Mentoring Program

We propose to have volunteers from upper year international students to be part of this event. We believe that this system will assist current first year international students to better adapt with the change and transition in Australia. They will have someone who have had the same transition experience that they could approach for advice regarding student life, university, assignment, time management, home-sickness, etc.

8. Marketing

We propose to promote this event to all international students through student email, posters, FUSA, transition office and ISSU.

9. Budget

No.	Item	Budget Allocated
1.	Prizes (IPad, 5 pieces of \$20 vouchers)	\$580.00
2.	Food Reimbursement (\$7 X 150 students)	\$1,050.00
3.	Ticket Printing	\$50.00
4.	Miscellaneous	\$200.00
	TOTAL	\$1,880.00

FUSA Volunteer Program

INTERNAL DOCUMENT: CONFIDENTIAL

The following Volunteer Program has been compiled after looking into several different programs that already exist at universities around Australia. For examples, please see the following websites:

Monash University: <http://monashstudentassociation.com/Campus-Life/Volunteering/Volunteer-Awards>

RMIT:

<http://www.rmit.edu.au/browse/Staff%2FAdministration%2FSetting%20up%20a%20student%20volunteer%20program%20under%20RMIT%20LEAD/>

Swinburne: <http://www.myssaa.com.au/Volunteering>

USYD: http://www.usuonline.com/Get_Involved/Volunteering/Default.aspx

Program Outline

The Volunteer Program aims at recruiting students studying at Flinders University to help FUSA and Flinders University put on bigger and better events throughout the academic year, while at the same time providing opportunities for professional and personal development for the volunteers themselves.

The program is setup on a rewards basis where per-hour volunteered, a range of points is allocated to each volunteer. The volunteers then receive different rewards and bonuses depending on the number of points that they accrue.

Volunteers will also be split into two categories, the usual volunteers, and 'Champions'. Champions will be volunteers that have accrued a certain number of points across their degree, and will act as team leaders for other volunteers throughout the events.

People will signup as volunteers, their details will be kept in a database and they will receive a regular email with volunteer opportunities.

All FUSA events will have points attached for volunteers, and no volunteer will be asked to complete a task without incurring any points. All volunteers must be currently enrolled students at Flinders University, and must be FUSA members.

Volunteers will also be invited to attend exclusive events and parties.

Role Descriptions

Volunteers:

Volunteers will be expected to complete work that is required depending on the activity. This may be serving food, setting up tables or equipment, using equipment such as the PA System or food vending machines, or simply talking to people about FUSA, Flinders University or similar.

Volunteers will receive regular training including first aid, food handling, PA Training, and so on.

Volunteers will work closely with the volunteer Champions, Student Council, FUSA staff and Flinders University staff to ensure successful execution of events and activities.

Champions

Champions will work closely with the Student Council, and staff of FUSA and Flinders to ensure higher level organisation runs smoothly. They will act as team leaders, handling teams of 2-5 volunteers throughout events. They will be expected to be able to carry out the same tasks as volunteers, while being additionally trained by FUSA in leadership, dispute resolution and problem solving.

Estimated Point Accrual System

Note: Points are worked out at 1 point per hour volunteered between 9-5 Mon-Fri, and additional points are awarded for working outside these core hours.

	Volunteer	Champion
Event held between Monday-Friday 9am-5pm	1	3
Event held between Monday-Friday outside 9am-5pm	2	4
Event held between 6pm Friday to 9am Monday	3	5

Benefits for Volunteers

All volunteers will be eligible to receive the same benefits, as benefits will be allocated on a points-base system. Below is a table suggesting possible benefits that are provided to volunteers. Volunteers will receive a certificate of appreciation after their first 10 hours of volunteering, and then periodically after each additional 20 hours.

Please note that points carry on each year, and are not reset.

Points Accrued	Benefit
10	FUSA event vouchers up to \$10 value
20	Volunteer Name Badge
30	Ticket vouchers to FUSA event's up to \$20 value
40	FUSA Volunteer Polo Shirt
50	1 Free ticket to FUSA Ball
75	Champion Status
80	\$50 VISA gift card

Becoming a Volunteer

Members can become volunteers by visiting the 'Volunteer' section on our website (to be made live). Here they will find all the above information for volunteers, plus a registration form, and a time-sheet. The registration form must be completed as it is a document which outlines our responsibility to the volunteer, and the volunteer's responsibility in their role. The time sheet is how the volunteer will notify us of their involvement, and will act as their own record also.

Volunteer Organising

A Student Council member will be charged with looking after the volunteer coordination. This will include ensuring that volunteers who reach their point levels receive the correct benefit. It will be made clear to volunteers that the onus is on them to let us know when they have reached the levels of points.