

NOVEMBER SRC MINUTES

27/11/2024 | 6:30pm | CB11.05.200

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1. Opening of meeting at 6:36pm

1.1. Acknowledgement of Country

Mia delivers the acknowledgement of country, acknowledging the Gadigal people of the Eora nation upon whose ancestral lands UTS stands, and extends respect to elders past, present and emerging and any Indigenous people present today. Mia acknowledges that sovereignty was never ceded, and that this always was and always will be, Aboriginal land.

1.2. Confirmation of Deputy Chair

Mia calls for nominations for Deputy Chair. Adam nominates as Deputy Chair. There are no other nominations for Deputy Chair, so Adam is confirmed as Deputy Chair.

1.3. Attendance, Apologies and Proxies

Attendees

Name	Position (Councillor, Student Observer, Staff)
Mia Campbell	President
Adam Levett	General Secretary
Daewah Thein	Queer Officer
Neeve Ann Nagle	General Councillor
Raghav Motani	International Students' Officer
Joesph Naffah	General Councillor
Alisa Hamilton	Education Officer
Mariam Yassine	Women's Officer
Laura Currie	Postgraduate Students' Officer
Aylin Cihan	Welfare Officer
Bilvika Abburi	General Councillor
Bridie O'Kelly	Assistant General Secretary

Januka Suraweera	General Councillor
Dirk Hoare	General Councillor
Jermaine Petterson-Heard	Indigenous Officer
Salma Elmubasher	Ethnocultural Officer
Adrian Lozancic	General Councillor
Sina Afsharmehr	General Councillor
Nour Al Hammouri	Observer (former UTSSA President)
Biljana O'Conner	Staff
Amelia Ireland	Observer (incoming General Councillor)
Harshvardhan Suvarna	Observer (incoming International Students' officer)

Apologies

Name	Position (Councillor, Student Observer, Staff)
Sina Afsharmehr	General Councillor
Samaha Emran	Disabilities Officer

Proxies

Name	Proxy Accepted By
Samaha Emran	Daewah Thein
Sina Afsharmehr	Januka Suraweera

1.4. Declarations of Interest

Mia calls for declarations of interest to be made for this meeting.

Raghav declares conflict of interest for Motion 7.4.

2. Confirmation of Previous Minutes

The minutes from October are confirmed as a true and accurate record.

2.1. Executive Business

Adam tables the Executive minutes attached to the meeting notice from the Executive Meeting held on 21/11/2024.

3. Matters Arising from the Minutes

No matters arising from the minutes.

4. Correspondence

No correspondence is raised.

5. Office Bearers' Reports

5.1. President

Mia speaks to her report: speaks to organising training for incoming student reps. Speaks to HIV self-testing machine coming next Thursday and addressed the need to learn how to restock the machine. Will need to start promoting next year. NUS reform coming in two weeks. Speaks to achievements since election, complete review of student's rules and misconduct process, setting up Academic Administration Working Group, most nominations for SRC and Vertigo in recent years (possibly ever), running first SRC training and networking event, renewed SPA.

5.2. General Secretary

Adam takes report as read: speaks to ongoing work coordinating 2025 handbook/diaries.

5.3. Assistant General Secretary

Bridie delivers spoken report: speaks to UTSSA social media and new levels of engagement this year, with wider reach compared to previous years.

5.4. Education Officer

Alisa delivers spoken report: speaks to reforms passed such as 11:59 submission times and simple extensions in place from next year.

5.5. Welfare Officer

Aylin delivers spoken report: speaks to great year despite being visible work in recent months across collectives and committees.

5.6. Women's Officer

Mariam delivers spoken report: speaks to Woman's collective growing to 400 members and 700 Instagram followers. Speaks to new annual events such as the women in media panel.

5.7. International Students' Officer

Raghav speaks to discussions with UTS Careers, about starting to organise effectively supporting students in careers. Mentions that the incoming International Students' Officer also went into an event with the UN. Speaks to 21st November handover session to regularly attend meetings and send out meeting notices. Speaks to Sunday trip to Kiama with collective.

Daewah leaves room at 6:49pm

Harshvardhan: speaks to report made to UN special rapporteur.

Sina enters meeting at 6:50pm, proxy from Januka is retracted.

5.8. Indigenous Officer

Jermaine delivers spoken report: Speaks to events that have been running this year, speaks to difficulties finding community with other councillors due to personal commitments.

5.9. Postgraduate Students' Officer

Laura delivers spoken report: speaks to handover document delivered to successor, expresses interest in continuing to run accessibility campaign beyond her role.

Daewah re-enters room at 6:52pm

5.10. Ethnocultural Officer

Salma speaks to positive student engagement with UTSSA, predicts survey at the start of the year will be drastically different. Speaks to talks of cutting ties between UTS and Technion, which are not finalised but could be a win. "If anyone has credit for that it should be us", speaks to activism happening on campus.

Mia: speaks to meeting with Kylie Readman re Technion, and that there are apparently no plans to renew, hopes that they commit to this.

5.11. Disabilities Officer

No report received due to personal reasons.

5.12. Queer Officer

Daewah delivers spoken report: speaks to wanting nomination as second term, and about addressing issues in Queer Collective.

6. Other Reports

6.1. Committees

No committee reports on notice.

6.2. Reports from Councillors, Convenors and Staff as requested or required.

No reports from other councillors on notice.

7. Operational and Procedural Business, Stipends and Reimbursements.

7.1. Motion to Translate Casework Marketing Material

Preamble:

It's imperative for the UTSSA to be able to offer our services in languages that are accessible for the largest proportion of UTS students. 50% of UTS students have a language background other than English. For years, the UTSSA has planned on translating its casework resources into languages that are common at UTS - especially considering the wide usage of our services by international students. The attached quote has been obtained from Multicultural NSW for the translation of casework marketing materials into Hindi, Arabic and Chinese (with script TBC).

Action:

That the UTSSA approves the following funds to translate the marketing material for the UTSSA's casework services:

1. \$3,808.20 for the translation of this content into Arabic, Hindi and Chinese (script TBC).
2. An upper limit of \$1000 for the design of this content.

Mover: Neeve

Seconder: Joseph

Mia: Speaks to Arabic, Hindi and Chinese being first languages implemented for this trial. Something we have been talking about for years, glad we are finally doing it. Does not think script for Chinese has been sorted yet. Speaks to need for cultural accessibility in marketing and casework materials.

Biljana: Speaks to languages chosen based on recommendation from the UTS International office, if this trial period goes well UTSSA could roll out additional languages. Speaks to UTSSA casework service having predominantly international students.

Nour: Asks whether we had thought about increasing the motion to allow for interpreters.

Mia: Not currently, we will need to decide basis of availability.

Biljana: When I have covered reception this isn't usually an issue. Is there any precedent for this?

Nour: I do know they offer it in legal casework sometimes.

Mia: We would need to decide how this logistically works before implementing.

The motion passes unanimously.

7.2. Motion to accept Kiama trip expenses

Preamble:

On 25 November, we had a Kiama trip for international students and in the August monthly meeting, the International Collective approved max \$500 for the Kiama trip. During the trip lunch was provided to the students with a total cost of \$237.

Action:

1. That the SRC approves a cost of \$237 spent on food cost for the Kiama Trip.

Mover: Raghav

Second: Neeve

Raghav: Speaks to food cost during Kiama trip, which came out of pocket.

Adam: Asks if this is being approved beyond collective budget.

Mia: Yes, but we already approved an extra \$500 for the collective earlier in the year for future trips.

The motion passes unanimously.

7.3. Approval of funds for network lunch catering

Preamble:

The UTSSA Student Representatives Networking Lunch on Wednesday, 4th December is an important event to connect student representatives, foster collaboration, and strengthen student leadership across the university. While efforts are underway to secure funding from the university, it is essential to have contingency measures in place to ensure the event proceeds smoothly.

Action:

That the SRC approves an upper spending limit of \$800 to cover catering costs for the UTSSA Student Representatives Networking Lunch, should university funding not be provided.

Mover: Neeve

Seconder: Raghav

Mia: University are catering but are have not given me details yet. Do not want to be in position where catering has fallen through before training next week. This is to approve budget for this, but it may not be used.

The motion passes unanimously.

7.4. Payment for training delivered by international students' officer

Preamble:

The UTSSA recognises the exceptional contributions of Raghav Motani, the current International Students' Officer, in fostering engagement and advocacy for international students during his term. To ensure a smooth transition and provide valuable insights to the incoming team, Raghav has agreed to deliver training on how to be an effective office bearer.

As this training falls outside the scope of his current role, it is appropriate to compensate him for both the preparation and delivery of the content. Based on the Level 3.1 award wage under the Pay Guide - Educational Services (Post-Secondary Education) Award [MA000075], the pay rate of \$35.86 per hour is deemed appropriate. Level 3.1 is suitable as it reflects the complexity and independent judgment required for developing and

delivering training content, consistent with duties requiring a Certificate III or equivalent skills and knowledge that Raghav has obtained throughout completing his role.

The training will involve:

- Preparation Time: 10 hours to research and create training materials.
- Delivery Time: 4.5 hours to present the training sessions.

Action:

That the SRC approves the payment of Raghav Motani, the current International Students' Officer, for providing training to the incoming SRC team on effective office bearer practices. The payment will be calculated as follows:

- Preparation: 10 hours at \$35.86 per hour = \$358.60
- Delivery: 4.5 hours at \$35.86 per hour = \$161.37

Total Payment: \$519.97

This payment reflects the value of the additional work undertaken by Raghav and adheres to the applicable award wage.

Mover: Januka

Secunder: Neeve

Mia: This is for reimbursing Raghav for extra work outside his role next week. Speaks to time it takes to prepare material and deliver. Pay-rate standard based on training staff roles.

The motion passes unanimously with one abstention (Raghav).

7.5. Motion for 2025 Diaries

Action:

1. That the UTSSA approves \$10,243.20 for the production of 2025 diaries.
2. That the UTSSA approves 100\$ additional design work for pages in the 2025 diary, this money will be allocated to the individual partaking in additional design work.

Mover: Neeve

Secunder: Sina

Mia suggests an amendment for Action Point 2 to now read in full:

“That the UTSSA approves an upper spending limit of \$500 for the costs of completing additional design work, for additional pages in the 2025 diary not designed last year”

Amendment is accepted by mover (Neeve).

The motion as amended is passed unanimously.

7.6. Motion for consent labs to provide training

Preamble:

As part of the mandatory training for the incoming UTSSA student representatives, on Wednesday, 4th December, Consent Labs will be providing a 1.5 hour session designed to ensure that student leaders:

- Feel confident navigating the internal reporting options (institution specific), as well as external reporting options and support services available.
- Know how to respond to disclosures in a safe manner, whilst also prioritising their own emotional safety.
- Are able to apply all of this knowledge to real-life situations, via scenario-based learning.

Consent Labs is a not-for-profit that offers training to institutions on consent and respectful relationship education, to prevent sexual violence. They have previously provided training for student leaders at UTS including RNA volunteers and UTS Housing student representatives. I will be extending the invite for this training session to RNA volunteers and student representatives who will be joining us at the Networking Lunch planned on Wednesday 4th December.

Action:

That the UTSSA will pay the attached invoice of \$2,430.13 for a 90-minute training session to be provided by Consent Labs on Wednesday, 4th December.

Mover: Neeve

Seconder: Sina

Mia: Speaks to previous experience at one of their training sessions, which will be a trial to see what to continue for future years.

Adam: Will this be in-person or online?

Mia: This will be in-person after the networking lunch.

The motion passes unanimously.

8. Other Business Arising on Notice

8.1. Constitutional change motion 1: Minor Amendments

Preamble:

This motion proposes minor amendments to the UTSSA Constitution to enhance procedural clarity and align governance practices with the current operations of the Association. These amendments aim to facilitate the effective functioning of Vertigo, clarify processes regarding casual vacancies and ensure transparency through the publication of the auditor's report and the current By-Laws on our website rather than on the UTSSA noticeboard. By implementing these changes, the UTSSA seeks to uphold its commitment to good governance and ensure that its Constitution reflects contemporary practices, thereby supporting the ongoing success of the Association.

Action:

That the UTSSA makes the following amendments to the UTSSA Constitution:

1. Insert section 10.4(l):

(l) facilitating Vertigo's smooth operation and alignment with UTSSA governance requirements.

2. Renumber section 10.4(l) to 10.4(m).

3. Amend section 13.2 to read:

13.2 In the event the casual vacancy is not filled in accordance with article 13.1(a), the SRC will conduct a by-election for the vacant position if it is for the roles of President, General Secretary, or Assistant General Secretary, in accordance with the Election Regulations and the By-Laws. For all other positions, the vacancy will remain unfilled until the end of the departing Councillor's Term of Office.

4. Amend section 17.6 to read:

17.6 Subject to the auditor's report being formally tabled and noted at a meeting of the University Council, the SRC must ensure that the auditor's

report is published on the UTS Students' Association website.

5. Amend section 18.7(a) to read:

(a) display copies of current By-Laws on the Association website at all times;

Mover: Sina

Second: Joseph

Mia: speaks to needing to take 8.1-8-3 to UTS Council.

Jermaine leaves room at 7:18pm

Mia: Speaks to review of governing documents done with Mariah, to cover things that are redundant. Speaks to new role for General Secretary in relation to Vertigo. These roles are in the by-laws already however not recognised in the Constitution. Speaks to renumbering other sections for consistency.

Mia: Speaks to proposed change to section 13.2 for casual vacancies, so we no longer have by-elections for minor OB roles, due to the cost of running by-elections for smaller office bearer roles. If there is a vacancy, the next in line can be offered the role, and if they don't accept it would go to a casual vacancy.

Salma: Asks whether Vertigo has to follow the UTSSA By-Laws and code of conduct.

Mia: Yes, they cannot have separate code of conduct.

Adam: They are included in the UTSSA, such as spending SSAF for the benefit of students.

Nour: If Vertigo is empowered by the Constitution and SRC, if they want to make changes it needs to be done by SRC. Raises questions about convener succession – if the Welfare Officer drops out would it go to convener?

Mia: In the event that a vacancy occurs, and it is not three months before next election, then whoever got the second highest amount of votes would be offered that role, and if they don't take the role it would be unfilled. Currently the constitution says that if casual vacancy is not filled a by-election needs to be done for any office bearer position.

Nour: Is the succession plan in the by-laws – where the General Secretary could take President?

Mia: The succession plan still applies for the Executive, but these changes would be the second step in this process.

Mia: Point 4 changes where we currently publish the auditor's report. Changing requirement from being in Vertigo to the association website.

Mia: Point 5 means that instead of displaying a copy of the by-laws on notice board, it will be on the website – nobody is flipping through 40 pages of by-laws on a physical notice board. These changes are to make the Constitution more modern.

Motion passes on 18 votes for, 0 votes against:

1. Bilvika
2. Aylin
3. Bridie
4. Dirk
5. Adrian
6. Mariam
7. Laura
8. Daewah
9. Mia
10. Adam
11. Sina
12. Raghav
13. Joseph
14. Januka
15. Neeve
16. Alisa
17. Salma
18. Jermaine

8.2. Constitutional change motion 2: Changes to Environment Officer Role

Preamble:

In recognition of the evolving technological landscape and its significant impact on student experiences at university, this motion proposes to re-title the existing Environment Officer position to the Environment and Technology Officer. This change will incorporate essential responsibilities related to technology use at the University within to the role of Environment Officer. It is crucial to have a dedicated advocate on Council who can represent student voices in discussions about technological advancements, ensuring that considerations of ethics, sustainability, and student well-being are prioritised. By making amendments to this existing role, the UTSSA will be able to contribute to ensuring UTS is a technologically adept and environmentally responsible campus community.

Action:

That the UTSSA makes the following amendments to the UTSSA Constitution:

1. Amend section 12.3(c) to read:

(c) the Environment and Technology Officer

2. Replace “Environment Officer” in section 12.12 with “Environment and Technology Officer”.

3. Insert section 12.12(d):

(d) advocating for considerations related to technology use at the University, including its impact on students, ethics, and sustainability, and supporting initiatives that align with these values.

4. Renumber sections 12.12(d) and section 12.12(e) accordingly.

Mover: Sina

Second: Neeve

Mia: Reads action points out loud. Speaks to gap for technology related questions, as we are continuously asked for knowledge about AI, as enviro officer has had less roles in recent years. Also hard to untie these roles, as they are interrelated.

Sina: This will affect policy on how exams and classes are run. Speaks to accessibility and students with commuting issues and online classes, often we get staff input, but never a student perspective on this.

Mia: We often miss out on having a voice on stuff that will affect students, Sina has been on AI operations board.

Sina: Students with disabilities and low SES backgrounds wouldn't have been raised at these meetings if I wasn't there, so it is important to have more of a voice in these types of meetings.

Votes passes on 18 votes for

1. Jermaine
2. Salma
3. Bilvika
4. Aylin
5. Bridie
6. Dirk

7. Adrian
8. Mariam
9. Laura
10. Alisa
11. Daewah
12. Mia
13. Adam
14. Sina
15. Raghav
16. Joseph
17. Januka
18. Neeve

8.3. Constitutional change motion 3: Changes Related to Vertigo

Preamble:

This motion seeks to address critical operational needs within Vertigo to enhance its effectiveness and accountability as a student publication.

First, it proposes an amendment to the existing section regarding the budget preparation process for Vertigo, changing “annual operating budget” to “annual budget covering the necessary costs for publishing”. This adjustment will allow Vertigo to secure funding in a similar way to other bodies within the UTSSA like the Collectives, while ensuring that they can avoid unnecessary delays in publishing. This change will enable Vertigo to maintain its publishing schedule and uphold its commitment to delivering timely and relevant content to the student body.

Additionally, the motion introduces a formal process for addressing issues of misconduct among Vertigo editors, filling a current gap in the UTSSA Constitution. While it is not appropriate for the SRC to dictate this process, it is essential to have a mechanism in place that allows for the recommendation of dismissal by the Grievance Committee in cases where editors fail to fulfill their responsibilities. This ensures accountability and upholds the standards expected of the editorial team, thereby strengthening the integrity of Vertigo as a vital voice for students.

Action: That the UTSSA makes the following amendments to the UTSSA Constitution:

1. Amend section 15.2 to read:

15.2 The editorial team must prepare an annual budget covering the necessary costs for publishing, to be submitted for consideration and approval by the SRC. The SRC's approval of this budget is not to be unreasonably withheld.

2. Insert section 15.3(c):

(c) the Grievance Committee recommends the dismissal of the person from the Vertigo editorial team;

3. Renumber sections 15.3(c) and section 15.3(d) accordingly.

Mover: Neeve

Secunder: Sina

Mia: currently impossible to remove member of Vertigo team, haven't included process for SRC to remove them because taught would not be appreciate, but I have included process for grievance committee. Same process as SRC member getting removed through grievance committee.

Mia: speaks to changing requirements for the budget, off the guidance of Mariah, it doesn't make sense for Vertigo to provide full budget at the start of their term, when this includes additional costs for future spending such as end of year events. Instead of annual operating budget, the budget will now include minimum requirement for publishing. They should have to put up requests from SRC throughout the year for additional spending not necessary for publishing.

Votes on 18 votes for

1. Jermaine
2. Salma
3. Bilvika
4. Aylin
5. Bridie
6. Dirk
7. Adrian
8. Mariam
9. Laura
10. Alisa
11. Daewah
12. Mia
13. Adam

14. Sina
15. Raghav
16. Joseph
17. Januka
18. Neeve

8.4. In-Person Campaigning

Preamble:

Currently, the UTSSA's election regulations have limited guidelines for in-person campaigning during recognised campaigning periods. The following additions aim to make the rules behind campaigning more defined and fair towards all candidates.

Action:

Insert an additional clause into the election regulations as a new section 13.22, the clause will read in full:

"13.22 In-Person Campaigning

Campaigning that involves one or more person/s, including handing out flyers, and approaching students with election material; is strictly prohibited throughout the duration of campaigning, outside of in-person voting hours as outlined under section 10.10. In-person campaigning during voting hours must be restricted to inside the building and must not extend above or below the floor in which a voting booth is located. Campaigning during quiet voting hours is strictly prohibited.

These rules shall be exempt if

- a) Candidate/s are erecting physical election material within recognised campaign places.
- b) Candidate/s are producing photo and video content on campus as campaign material."

Jermaine exits meeting at 7:38 pm

Mover: Daewah

Seconder: Sina

Adam: Outlines the purpose of the motion, to limit campaigning to one floor and inside election

Mia: Rebukes that campaign places is undefined, campaigning to specific floor, building 6 bridges outside, policing outside of voting hours, when it comes to campaigning hard to tell whether.

Exemption for filming on campaigning presents a loophole. Will want to restrict voter turnout.

Votes against - 13

1. Salma
2. Bilvika
3. Aylin
4. Bridie
5. Dirk
6. Mariam
7. Laura
8. Mia
9. Sina
10. Raghav
11. Joseph
12. Januka
13. Neeve

Votes in favour – 4

1. Daewah
2. Adam
3. Alisa
4. Adrian

Motion fails.

8.5. Quiet voting hours

Preamble:

The purpose of this change to the election regulations, is to allow for a quiet voting period within certain buildings within certain buildings. This primarily aims to mitigate any accessibility concerns which students with sensory issues may experience during intense campaign periods. Quiet voting hours will also enable candidates and their supports to vote in the election, without distracting from time which could be spent campaigning to students.

Action:

a) Insert into section 10.11 of the election regulations "Voting places in building 6 and building 11 are to remain open for an additional hour between 1:30pm-2:30pm each election day to allow for quiet voting hours."

b) that heading within the current election regulations be amended to reflect this addition clause:

- "10.11" to "10.12",

- "10.12" to "10.13",

- "10.13" to "10.14"

- "10.14" to "10.15"

- "10.15" to "10.16"

- "10.16" to "10.17"

- "10.17" to "10.18"

- "10.18" to "10.19"

- "10.19" to "10.20"

- "10.20" to "10.21"

- "10.21" to "10.22"

- "10.22" to "10.23"

- "10.23" to "10.24"

- "10.24" to "10.25"

Mover: Neeve

Seconder: Raghav

Mia, proposes amendment to action point, which will now read in full;

Action: That section 10.10 of the Election Regulations be amended to read:

10.10 Every voting place is to be open on each election day for a period of 3 hours from 10:30 am and, if evening classes are conducted, for a period of 3 hours from 3:30 pm.

Additionally, voting places in Building 6 and Building 11 are to remain open for an extra hour from 1:30 pm to 2:30 pm each election day as a designated quiet voting period. During this time:

a) In-person campaigning is strictly prohibited at these voting places, including, but not limited to, handing out flyers, verbal solicitation, or displaying campaign materials; and

b) Campaigners and candidates may not be present in the immediate vicinity of the polling location unless voting themselves.

Mover (Neeve accepts)

Mia: reads out amendment in full and includes on screen.

Adam: will we have to get rid of numbering?

Mia: No as this this replaces under current 10.10.

Motion passes unanimously as amended.

8.6. Misc By-Law Changes

Action:

1. Amend section 7.2.5 to read:

the Women's Collective;

2. Amend section 7.2.3 to read:

the Disabilities Collective;

3. Amend section 10.2 to insert 'or Vertigo' after 'the UTSSA', change 'council' to 'SRC' and 'executive' to 'Executive' to read:

10.2 Any event run by the UTSSA or Vertigo that will have alcohol present must have

been explicitly approved by SRC or the Executive.

4. Amend section 15.2 to remove the requirement to publish our Policy on the UTSSA website, to read:

15.2. The General Secretary shall have the responsibility of compiling approved policies in a single document easily accessible to all UTSSA representatives and staff. The General Secretary shall update this policy document within 3 business days of approval by SRC.

5. Amend the UTSSA By-Laws to include an automatically updating table of contents at the beginning of the document. This table of contents shall:

- A) Include only first-level headings (e.g., 1, 2) without any sub-level headings (e.g., 1.1, 1.1.1).
- B) Include headings for all Schedules as separate entries.

6. Amend Schedule 2, section 5.3 to omit the sentence “If the Collective is autonomous, the Returning Officer must be eligible to be a Collective member” and replace it with:

“The Returning Officer must be a member of the Executive, but cannot be the Welfare Officer or Education Officer if they are also the Office Bearer for the Collective holding the election.”

Mover: Januka

Seconder: Joesph

Mia: Reads out action points in full, outlines grammatical changes,

Mia: Speaks to not needing internal policy on the website publicly, and be shared through internal google drive.

8.7. Concurrent positions

Insert section 6.5 to read:

“6.5. No member of the SRC shall concurrently hold an elected representative position in a student union or student representative council at another university. In the event that an SRC member is elected or appointed to a student union or student representative council position at another university, they shall be deemed to have resigned from their position on the SRC.”

Mover: Bridie

Secunder: Laura

Mia: Speaks to updating constitution and bylaws.

Daewah: If the results come first, and UNSW, come second.

Mia: This will apply retrospectively,

Daewah: We should give them the choice, to stay at UTS and leave the other one, or stay on the other one and leave UTS.

Salma: Proposes an amendment that if they did if there are conflict positions after the change, they have a choice, if this is after the change is moved than it is forced.

Daewah: Should we include a deadline?

Neeve: We only just got seniority list, we couldn't do a week.

Biljana: We can't do this retroactively.

Mia: Not a good standard to change rules once they are elected, because realistically they don't know.

Bilvika: Should the deadline be 28 days?

Neeve: 7 days maximum.

Adam: There should be 14.

Salma: Business days or normal days?

Mia: Normal days – we don't operate by business days elsewhere.

Biljana: does this include Activate?

Mia: I have said in the election information session that Activate would likely be a conflict of interest.

Motion as amended now read in full

No member of the UTSSA SRC shall concurrently hold an elected representative position in a student union or student representative council at another university. In the event that this occurs, the member shall have 14 days to choose which position to continue holding, before they are deemed to have resigned from their position on the UTSSA SRC. This clause does not apply to positions held within the National Union of Students (NUS), but does apply to positions on the ActivateUTS Board.

Amendment is accepted by mover (Bridie)

Motion as amended passes unanimously.

8.8. Inserting Training into By-Laws

Action:

Insert section 16 to read:

“16 Training

16.1 All elected members of the SRC must attend comprehensive training at the start of each term. This training shall cover, but is not limited to:

16.1.1 Governance responsibilities;

16.1.2 The UTSSA Code of Conduct;

16.1.3 Equity and inclusion practices; and

16.1.4 Any other areas deemed essential for effective representation.

16.2 The training shall be organised by the incoming President in collaboration with relevant university departments or external providers and must be completed within the first four weeks of each term.

16.3 Attendance at training is mandatory for all representatives. Failure to attend without a valid reason may result in the suspension of voting rights or other SRC responsibilities until the training is completed in a makeup session.”

Mover: Daewah

Seconder: Neeve

Mia: speaks to expanding training onto SRC, this will need to be amended to include Vertigo as well.

Amended "All SRC members to" to "All elected members of the SRC and Vertigo",

Amended "First four weeks" to "first six weeks" due to Christmas period

Version as amended now reads

16 Training

16.1 All elected members of the SRC and Vertigo must attend comprehensive training at the start of each term. This training shall cover, but is not limited to:

- a) Governance responsibilities;
- b) The UTSSA Code of Conduct;
- c) Equity and inclusion practices; and
- d) Any other areas deemed essential for effective student representation.

16.2 The training shall be organised by the incoming President in collaboration with relevant university departments or external providers and must be completed within the first six weeks of each term.

16.3 Attendance at training is mandatory for all representatives. Failure to attend without a valid reason may result in the suspension of voting rights or other SRC responsibilities until the training is completed in a makeup session.

Amendments are accepted by mover (Daewah)

Motion passes as amended unanimously.

9. General Business

Salma: raises questions about code of conduct for the Vertigo team.

Mia: They should not have a code of conduct, however internal polices such as KPIs should be done internally.

Neeve: This is the same thing as Activate not wanting clubs to have an internal grievance procedure.

Mia: they can manage minor conflicts themselves, training will include conflict resolution skills, this is part of the role of Managing Editor and Editor in Chief.

Salma: if they raise to UTSSA, what powers do we have?

Mia: Outlines bylaws section 9.1 regarding conflict resolution.

Urgency Motion to Award Certificate of Appreciation to Raghav Motani

Mia calls for a vote on whether the matter is urgent and should be allowed to go to a vote.

Mover: Salma

Seconder: Joesph

Passed unanimously with one abstention (Raghav).

Preamble:

The UTSSA recognises the extraordinary contributions of Raghav Motani, the current International Students' Officer, whose dedication, leadership, and innovative approaches have significantly enhanced the profile and impact of the International Students' Collective and the UTS Students' Association as a whole.

During his tenure, Raghav has:

- Expanded the membership of the International Students' Collective from 30 to over 800 members, making it one of the largest collectives at UTS;
- Continuously lobbied the university to get completion letters and results released early for 900+ students applying for 485 post work visas, as well as getting the university to support the campaign for expanding opal concessions to international students;
- Organised collaborative workshops on cyber safety with NSW Police, meetings with the Consulate General of India, and partnerships with AusLeap to promote volunteering;
- Started outdoor day trips to Kiama, Newcastle, Manly, Wollongong and Bundeena that engaged more than 150 students and fostered connections in the UTS community;

- Played a key role in forming the NSW International Students Representative Council (NSW ISRC), advocating for international students at a state level; and
- Received recognition as a 2024 NSW International Student of the Year Finalist and the Betty Makin Award for Young Community Champion.

This is just a highlights reel of what Raghav has achieved. Raghav's tireless efforts and achievements have gone far beyond the requirements of his role, setting a new standard for what can be accomplished within the UTSSA. To honour his exceptional contributions and express the organisation's gratitude, the SRC proposes awarding Raghav a Certificate of Appreciation.

This recognition is intended to acknowledge his unique and outstanding service during his term and does not establish a precedent for an annual award.

Action:

That the SRC approve the awarding of a Certificate of Appreciation to Raghav Motani, the 2024 International Students' Officer, in recognition of his exceptional contributions to the UTSSA and the international student community during his tenure.

Mia reads motion in full for councillors to hear.

Mover for motion as tabled:

Mover: Sina

Seconder: Daewah

The vote passes with one abstention

(1) Raghav

Mia presents physical award to Raghav.

Raghav delivers remarks about impact of UTSSA on his life.

10. Close of Meeting at 8:26pm

Appendix 1: Office Bearer Reports

1. President

My final report of the 2024 term! This has been the most rewarding, yet equally challenging year of my university experience so far and I am so endlessly appreciative for the support that the 2024 SRC team has given me. I feel so honoured to lead a team of people who managed to achieve so much this year, and I truly feel that we have left the UTSSA in a better state than we started it in, so congratulations to everyone.

The last month has been busy as I organise training for the 2025 SRC and Vertigo teams, and wrap up some of the goals that I have been trying to achieve this year. These include the HIV Self-Testing Vending Machine, which I am excited to announce will be coming on to campus on the 5th of December, and reform of the NUS. I am hopeful that during the NUS National Conference, UTS attendees will do their best to achieve progressive, purposeful policy for the NUS. I am also hopeful that the conference will run smoother than it did last year, and encourage everyone attending to let me know their feedback after the conference so that we can continue to lobby for a more organised and useful national union of students.

As this is my final report, I want to shamelessly include the accomplishments that this year's team has achieved. These include:

- A complete review of the Student Rules and the Student Misconduct process, specifically including how this process works in cases of concerning behaviour and sexual harm;
- Setting up the Academic Administration Working Group, an incredibly important forum for students to raise issues with academic administration processes and work with academic staff and university management to find solutions to improve the quality of assessments, teaching and learning;
- A 72-hour simple extension process across faculties with no documentation required (to be in place Autumn 2025);
- The most nominations for the SRC and Vertigo elections that we've had in recent history (possibly ever!);
- The first training week for the SRC + first networking lunch for student representatives;
- Got completion letters and results released early for 900+ students applying for 485 post work visas;

- A single point-of-contact case management system for sexual harm reporting at UTS, involving the hiring of three new staff members;
- Passed by-law changes to increase the accountability and transparency of the UTS Students' Association and the work of student representatives;
- Successfully lobbied UTS to disclose their partnerships with weapons manufacturers on a publicly available website;
- Expanded the International Students Collective to over 800 members, making it one of the largest societies at UTS;
- Renewing the Student Partnership Agreement for 2025 – 2027, including specific focuses on improving the response process for sexual harm, securing permanent locations for our free food services and looking into UTS Housing;
- Secured a policy in FEIT ensuring undergraduate students are only employed as casual tutors as a last resort, with strict assessment criteria and no access to student records or systems;
- Established mandatory approval from the Associate Dean (Teaching and Learning) for any undergraduate tutor contracts, alongside regular oversight by subject coordinators;
- Revised the reporting form for sexual harm at UTS, enabling anonymous reporting for students and staff;
- A new HIV Self-Testing Vending Machine, in collaboration with ActivateUTS and the Faculty of Health (coming December 5th)
- A new, fully-furnished Ethnocultural Collective Safe Space;
- Over \$10,000 raised for charities such as the Palestine Children's Relief Fund and the Palestinian Australia and New Zealand Medical Association through fundraising events;
- New office spaces for UTSSA student representatives and staff;
- Standardised 11:59pm submission times across faculties (to be in place Autumn 2025);
- Comprehensive reform of the National Union of Students to make conferences more safe and accessible for all and to ensure transparency and accountability of our national representative body;
- New and revitalised Women's Collective and Queer Collective spaces (coming 2025);
- Got the UTS Vice-Chancellor to publicly support our campaign for opal concessions to be extended to international and part-time students;

- A comprehensive review of the Special Considerations process to ensure fairness across faculties (to be in place Autumn 2025);
- Comprehensive reform of the UTSSA student magazine, Vertigo, including:
- Organising accessibility training for the Vertigo team;
- Making election to the Vertigo team possible for independent nominees;
- Ensuring that printed student magazines adopt a student-focused approach with content for students across all faculties and interests; and
- Codifying processes such as regular meeting times, editorial and ethical standards, working with the UTSSA and publishing guides.
- Late penalties capped at 5% per day across faculties (to be in place Autumn 2025);
- Continuation of free period products in bathrooms across UTS;
- Removal of the Law Students' Society's 'Grievance Policy', bringing their policies for managing sexual harm into line with all other ActivateUTS clubs at UTS;
- Organised, supported and hosted banner paints for rallies for the UTSSA Campaign for Palestine, the 'No More' rallies against domestic violence, and for Invasion Day.
- Organised outdoor trips to Bundeena, Kiama, Newcastle, Manly, and Wollongong, with more than 150 UTS students participating;
- Worked closely with other universities to establish the NSW International Students Representative Committee (NSW ISRC) to support international students at the state level;
- Partnered with AusLeap, an award-winning NSW Government program, to provide volunteering opportunities for over 100 international students;
- And so many more that I am sure I have forgotten.

I'm excited to continue to work hard next year with the incoming 2025 team, and hope that we can once again have a year of progress and hard work for students. I want to thank everyone on the SRC this year for their unwavering support and commitment to genuinely improving the lives of students.

2. General Secretary

As this is the last month we will be meeting in 2024, I do want to make a few highlights. Mainly, the Vertigo reforms. With way too many old Vertigo editions sitting around my office, it is satisfying to see significant improvement in the quality of articles published. The reforms which Mia and Myself have worked on this year, have also significantly changed the dynamics of Vertigo elections, with a record

number of candidates, and a fairer chance of getting elected as an independent candidate outside of a major ticket. I hope that these changes will lead to a more balanced magazine, that focuses more on UTS issues resonating with a wider portion of the student body, and justifies the amount of SSAF we put in every year. I am also anticipating that more defined roles in the Vertigo team will lead to a more effectively operating and more balanced magazine. These changes are permanent, and they are something I am incredibly proud to have put work into.

This month specifically I have commenced preparations for the 2025 UTSSA handbook. This is the take shape in a diary similar to last year, however with a longer forward, which will contain more room for prominent articles outlining UTSSA wins, ongoing campaigns, and general information which we feel it of a priority for new and returning students to know. The quotes for this are to be passed this src, (relevant invoices included in the agenda sent out yesterday). There will also be room to amend errors from the diaries last year. For instance the pre-set public holiday dates. This will allow for us to remove information irrelevant to UTS students (e.g removing public holidays in other states). This will further allow for us to make the information in the more in-line with the values for our organisation, (e.g replacing the public holiday marked January 26 'Australia Day' with Invasion/Survival Day).

3. Assistant General Secretary

With the academic year drawing to a close, I thought I'd take the time to reflect on some media-focused highlights from the past two semesters!

This year saw significant growth across social media platforms for the UTSSA with increased viewership, follower engagement and foot traffic. This was a result of a sustained social media presence by utilising Instagram stories to repost content and advertise events along with carousel posts to create explanatory summaries of academic minded wins from the UTSSA.

On average, the content published on the UTSSA Instagram page reaches 8,500 accounts per month. The metrics show that posts and reels perform better than stories. This data is super helpful to inform future social media contributors of the UTSSA team.

To help organise the media content for 2025 and assist members of the executive and office bearers, I have nearly completed a UTSSA general calendar that includes a summary of what needs to be passed each month during SRC. I hope to have checked this off by the end of the month.

All the best for exam season and have a restful break!

4. Education Officer

N/A

5. Welfare Officer

N/A

6. Women's Officer

N/A

7. International Students' Officer

1. Careers Crew Meeting with UTS Careers

This month, I facilitated a meeting with Pruthvi, Esita from UTS Careers, and UTSSA representatives to discuss the Careers Crew initiative tailored for international students. The project aims to enhance career readiness and employability. During our discussion, we explored opportunities for UTSSA to collaborate, including offering workshops, organising career events, and creating resources to support international students. The initiative promises to strengthen ties between UTS Careers and the international student community through tailored services and events.

2. Engagement with UN Special Rapporteur on Contemporary Forms of Slavery

The 2025 elected International Students' Officer represented the collective at a meeting with the UN Special Rapporteur on Contemporary Forms of Slavery. This 45-minute session brought together representatives from various organisations, including:

- Sydney Community Forum
- IARC
- Migrant Justice Institute
- Professors from UNSW and UTS
- Migrant lawyers

Key Issues Discussed:

- Challenges for At-Risk Migrant Worker Groups: Discussions highlighted vulnerabilities faced by temporary visa holders, including wage theft, unsafe working conditions, and exploitation.
- Policy Gaps: Identified areas in migration laws that inadvertently increase vulnerability.
- Recommendations: Participants provided suggestions to reduce risks, enhance access to justice, and improve legal protections for migrant workers.

He raised the issue of exploitation under employee-sponsored visas, where workers face challenges due to commitments binding them to specific employers. These commitments often leave workers powerless

to report exploitation. The Rapporteur requested brief summaries of our perspectives to be incorporated into his report, which will be finalised and submitted by July 2025.

3. Hand-Over Session for the Newly Elected Officer

On 21 November 2024, I conducted a comprehensive hand-over session for the incoming International Students' Officer. The session spanned from 10:30 AM to 4:00 PM and included the transfer of final documents, operational guides, and key information about running the collective. Topics covered included:

- Administrative processes
- Event planning and coordination
- Advocacy strategies
- Building connections within and outside UTS

This session ensures continuity and equips the new officer to effectively lead the collective in 2025.

4. Day Trip to Kiama

On 24 November 2024, we organised a day trip to Kiama for 30 international students. The goal was to provide students with a much-needed break during the busy exam season and an opportunity to foster new friendships. The trip was a great success, allowing participants to enjoy scenic views, engage in social activities, and strengthen their sense of belonging within the international student community.

Concluding Remarks

November has been a productive month with a focus on advocacy, collaboration, and community building. Through meaningful engagement with stakeholders and successful events, the International Students' Collective continues to support the well-being and interests of international students at UTS.

8. Indigenous Officer

N/A

9. Postgraduate Students' Officer

N/A

10. Ethnocultural Officer

N/A

11. Disabilities Officer

N/A

12. Queer Officer

N/A

13. Environment Officer

N/A