

**University of Melbourne Student Union**  
**Meeting of the Disabilities Committee**  
**UNCONFIRMED Meeting Minutes**  
**4 pm Tuesday 16<sup>th</sup> February**  
**Meeting [3](21) (petitioned)**  
**Location: Zoom**

**1. Procedural Matters**

1.1 Election of Chair

**Motion 1:** That Brigit Doyle be elected Chair  
Mover: Brigit      Seconder: Clea  
CARRIED WITHOUT DISSENT

1.2 Acknowledgement of Indigenous Owners

Brigit: I would like to begin by acknowledging the Traditional Custodians of the land on which we gather today, and pay my respects to their Elders past, present and emerging. And I would like to extend that respect to Aboriginal and Torres Strait Islander peoples here today.

1.3 Attendance

Matt Harper, Rachel Kirby, Poom Sangruang, Lindsay Tupper-Creed (Disabilities Officer), Brigit Frances (Disabilities Officer), Clea Porteous Borthwick (Disabilities Council Representative)

1.4 Apologies

Surabhi Mishra, Naomi Smith

1.5 Proxies

Rachel Kirby appointed proxy for Surabhi Mishra  
Sian Tjia appointed proxy for Naomi Smith

1.6 Membership

1.7 Adoption of Agenda

**Motion 2:** That the Agenda as presented be adopted  
Mover: Chair  
CARRIED WITHOUT DISSENT

**2. Confirmation of Previous Minutes**

**Motion 3:** That the previous minutes for meetings 2(21) and 1(21) as presented be confirmed  
Mover: Chair  
CARRIED WITHOUT DISSENT

- 3. Conflict of Interest Declarations**
- 4. Matters Arising from the Minutes**
- 5. Correspondence**

**University of Melbourne Student Union  
Disabilities Department Report  
Brigit Doyle  
To Student's Council 3(21)  
3rd of February 2021**

### **Actions Completed**

We are in the planning stage for everything for SummerFest, including using Hopin, being on campus, running one off events (both in person and online) and establishing our collectives, as well as our advocacy work.

We have had meetings with CAPs and SES regarding our plans and aims for the year and how they can work with them, and what services would aid students with disabilities in engaging with them. This was also in conjunction with the Welfare Officers, and we are now looking at it becoming a regular meeting throughout the year so that we can work closely with them to improve how they provide support to students.

In terms of events, we are working with the Host program coordinators to have a speed friending event in week one (online) as well as other introductory sessions in week 1. We are also working with the events team to organise our hopin and events for SummerFest. The events for semester are developing well with the mentoring program also going to be launched in O-week.

### **Actions to be Completed**

Following the Budget Council, our plans and events will start to come to fruition. For SummerFest we are doing both pre-recorded and live content. Planning is underway for both with recording anticipated to be later this week.

The events for the semester are developing well and details will be finalised in the coming weeks after the budget is considered by council and our committee. In the last committee meeting, attendees discussed some of our ideas and put forward their opinions around different collective and event ideas. These ideas have helped build our budget as each one of them has different life experiences and knowledge that brings new perspectives.

I am looking forward to the semester getting underway so we can start to run some of the events we have been planning and get to work with students.

**University of Melbourne Student Union  
Disabilities Department Report  
Lindsay Tupper-Creed  
To Student's Council 2(21)  
3rd of February 2021**

### **Actions Completed**

January has been an opportunity for the Disabilities Department to discuss and establish an agenda for 2021. Our committee met on the 6th, having an extended dialogue around a wide range of issues, including our projects and vision. We submitted a budget for the first semester, which I drafted with a focus on communicating the clear link between our activities and mandate. We also met, together with the Welfare Officers, with CAPS and SEDS to discuss student engagement and potential collaboration this year. We established a productive and ongoing dialogue on the importance of service approachability.

As Officers, Brigit & I are continuing to plan our approach to SummerFest and the opening of semester. At this stage we are expecting to run a few live online sessions during SummerFest, augmented by speed-friending and introductory workshops in the first weeks.

In the background, I have been preparing media and strategy to update our portion of the website and social media prior to the beginning of semester.

### **Actions to be Completed**

Further implementation of the Auslan classes program is pending approval of names during our next committee meeting, with the Welfare Department having recently approved their portion of the collaboration.

My primary focus during February will be preparing for the opening of the department to students. This includes securing funding, planning events, engaging our media strategy, and launching collectives (which we are still looking for facilitators for, applications welcome). Additionally, I will be seeking further consultations regarding disability support initiatives, such as AAP Reform.

## 6. Office Bearer’s Reports

Mathew: Can you expand a bit on how the meeting with CAPS and SES went?

Lindsay & Brigit: We have ongoing monthly meetings. During the first meeting we raised making the application for special consideration easier, improving the clarity of their website and other concerns

Clea: What other stuff did you talk about with CAPS and SES?

Lindsay: Cooperating on student engagement targeted at students with disabilities. The Welfare Office Bearers were also at the meeting seeking to expand UMSU’s voice with CAPS and SES. We had further discussion around their marketing strategy, creating short videos for posting on social media etc. All parties share the concern that their websites have a lot of information but poorly reach those who provided services are for. A specific topic we discussed was making AAP’s more visible, including having sample AAPs available online.

Clea: For future reports, can you make them more specific, rather than using general words like ‘student engagement’ was discussed with CAPS and SES, can you use more specific information, it was really helpful hearing about it, just if you include it more in the reports as well, that would be helpful.

Brigit: Yep, can do.

**Motion 4:** That the Office Bearer’s reports be accepted

Mover: Chair

CARRIED WITHOUT DISSENT

## 7. Other Reports

### 8. Motions on Notice

#### 8.1 Disabilities Department Budget - Semester 1 2021

*Preamble: This semester’s departmental budget reflects an aim to run a mixture of in-person and online events. These events target a range of needs and audiences. The budget represents a reduction over last year overall as a reflection on the union’s financial position as well as our inability to operate in a completely on campus environment.*

**Motion 5:** That the attached budget be adopted as the Disabilities Department Budget for the first semester of 2021.

Mover: Lindsay

Seconder: Rachel

CARRIED WITHOUT DISSENT

Lindsay: Budget was passed, we want to run workshops, perhaps career workshops, and faculty specific workshops.

Mentorship workshop is getting started.

We want to keep improving the space.

Main thing is that the budget was passed, so it means we have the money we need, and then it’s up to us to specifically determine how the money is spent on a micro-scale, to meet the objectives, purposes of the committee.

Matt: How does it work with us passing the budget here in committee when budget council already passed it?

Lindsay: We can reject it,

Matt: Can we put the preamble under each heading for the motion, just to make it a bit clearer to read.

Lindsay: Yep.

Rachel: With the costs for the collectives, what are the costs associated?

Brigit: Predominantly that's food.

## 8.2 Delegation to Operations Sub-Committee

*Preamble: The Operations Sub-Committee (OpSub) is a sub-committee of Students' Council that exists to manage operational matters such as smaller expenses under \$1000.*

**Motion 5:** That the Disabilities Department delegate authority to the Operations Sub-Committee for expenditure of up to \$1000 for each Disabilities Budget Line

Mover: Lindsay

Second: Mathew

CARRIED WITHOUT DISSENT

## 8.1 Auslan Classes allocation

*Preamble: In Meeting 1(21), the Disabilities Committee approved funding for Auslan classes in collaboration with the Welfare Department. 51 applications were received, and the information has been distributed to the Committee via the spreadsheet attached.*

**Motion 5:** That the 51 applications attached be approved for Auslan 1, in accordance with the Travel and Conference Policy.

Mover: Poom

Second: Mathew

CARRIED WITHOUT DISSENT

## 8.1 Use of the 2021 Disabilities Department Budget - Purchase of Books

*Preamble: In Meeting 1(21), the Disabilities Committee approved funding for books to be acquired for the Disabilities Space. In 2021 we would like to expand on this with additional relevant books.*

**Motion 5:** To move \$70 from the 2021 Budget Line 'Space' to purchase books from Booktopia including:

- Mad in America by Robert Whitaker

- Insane by Alisa Roth

Mover: Rachel

Second: Mathew

CARRIED WITHOUT DISSENT

Clea: Not sure if we already discussed it but do we have like a disabilities e-book library so people that will be online/overseas for the year can access these books?

Matthew: The uni has heaps of online books available, we can put together a reading list and how to access them.

Clea: Great idea!

### **8.1 Use of the 2021 Disabilities Department Budget - Purchasing Disabilities Room Items**

*Preamble: In Meeting 1(21), the Disabilities Committee approved funding for accessories and games to supplement the Nintendo Switch in the Disabilities Space. Unfortunately, operational issues led to this not being implemented. This motion supports the same purchase, but using the 2021 budget.*

**Motion 5:** To move \$245 from the 2021 Budget Line 'Maintenance' to pay for the purchasing of a range of materials required in the Disabilities Space from JB Hi Fi including two additional Joycons, Overcooked 2 and Mario Tennis Aces.

Mover: Rachel

Seconder: Sian

CARRIED WITHOUT DISSENT

Matthew: An operational question, we already passed it last year, how come we're passing it again?

Lindsay: We passed it as approval to buy the items, but passed it under the 2020 budget, not coming out of the 2021 budget.

### **8.1 Use of the 2021 Disabilities Department Budget - Task management subscription for Disabilities Officers**

*Preamble: In Meeting 1(21), the Disabilities Committee approved funding for online subscriptions to assist in the work of the Department. Unfortunately, the funding of a Canva subscription conflicts with the enterprise bargaining agreement of the organisation and cannot be implemented. Additionally, the task management subscription was not implemented due to operational delays. This motion supports the task management subscription with the use of the 2021 budget.*

**Motion 5:** To move \$50 from the 2021 Budget Line 'Maintenance' to pay for annual subscriptions to Todoist for both Office Bearers to be used for conducting business relating to the department.

Mover: Rachel

Seconder: Lindsay

CARRIED WITHOUT DISSENT

### 8.1 Use of the 2021 Disabilities Department Budget - Auslan Taster Sessions

*Preamble: As SummerFest activities are heavily restricted for 2021, we would like to run a few Auslan Taster Sessions of one hour each to welcome new students and provide them with a new experience of what it is like living with a disability.*

**Motion 5:** To move \$220 from the 2021 Budget Line ‘Events’ to pay for two Auslan taster sessions that students can drop in on, run through Learn Auslan Online.

Mover: Lindsay

Seconder: Mathew

CARRIED WITHOUT DISSENT

Clea: Super cool idea, i like it.

### 8.1 Use of the 2021 Disabilities Department Budget - Mentorship program

*Preamble: The idea behind this is twofold firstly to bring new people into the disabilities community and provide support to them through university life while making a friend. The second benefit to running this program is to develop leadership and communication skills. Throughout the program four events each with a different focus such as communication or leadership skills and a social event. Budgeting \$1000 for all 4 events which will include speakers, food and any other equipment required.*

**Motion 5:** To endorse the program and approve \$250 from the 2021 Budget Line ‘Events’ to be spent on items related to the first event.

Mover: Lindsay

Seconder: Rachel

CARRIED WITHOUT DISSENT

Clea: Can we add more money to it? Main event of the year, we have spare money in the budget to spend, might as well go towards this.

Brigit: what would you add and spend money on?

Clea: Welcome packs, with a notebook, stickers, pens

Expansion of budget deferred pending assessment of demand.



### 8.1 Mentorship program questions

*Preamble: For the mentor program we need people to sign up, these are the questions that I believe will aid us in making appropriate pairing.*

**Motion 5:** To approve the following questions to be asked for people to sign up to the program:

- Name
- University email address
- Do you identify as having a disability? This includes neurodiversity and all physical, learning, and mental health conditions.
- Pronouns
- What do you study?
- Would you prefer to be matched with someone in a similar area of study?
- If comfortable doing so, please indicate what type of disability you have
- Would you prefer to have someone with a similar disability? We will do our best to match people according to preferences where sign-ups allow.
- Please list some of your interests
- Would you like to be a mentor? This role would be more suitable for students with some experience with the Disabilities Department, or those who have been at the university for a while/know their way around and would like to help someone else.
- Would you like to be a mentee? This role would be more suitable for students who have little/no experience with the Disabilities Department, or those who are new to the university and would like help adjusting to uni life.
- Would you like to be partnered with someone in a similar position to you? This would be more suitable for students who don't feel comfortable/confident being a mentor OR mentee but would still like to be involved in the program.
- How did you hear about this program?
- Do you have any questions or comments? We love feedback! :)

Mover: Clea

Second: Sian

CARRIED WITHOUT DISSENT

Rachel: Can you change 'what are your preferred pronouns?' to be 'What are your pronouns?' Because 'preferred' implies that it's optional or not their actual pronouns.

Brigit: Great idea, I'll change that, thanks.

Sian: Can we add the term 'neurodivergent' to the questions on disabilities, because adding it also add more people that identify with it.

Questions subsequently redrafted by Committee as amendable.

**9. Motions Without Notice**

**10. Other Business**

Clea: Should we have one big collective, or three collectives?

Sian: It's really important to have that unique space, eg POC and Disabilities collective, it's a space you don't get anywhere else, and people that go to POC collectives, would still likely go to the general disabilities collective . Eg. i go to womens and POC collective, and also womens collective.

Matthew: I dont think they're in conflict, i think people can do both

Clea: Yeah it's really good hearing people's ideas, i appreciate that.

Rachel: For collectives we should have like dual sessions, so part of the collective we catchup and socialise, and the other part can be themed so that with a particular experience that want to share, and people without it can both talk and discuss and connect, and of course people that don't have a particular lived experience will enjoy learning from others.

Sian: Yeah i agree, having both parts is a great way to run it.

Clea: yeah and having breakout rooms or getting into pairs can be a great way to create intimate spaces for people to share what can be hard things.

**11. Next Meeting**

**12. Close**

Meeting closed at 5:44pm