

**University of Melbourne Student Union**

**Meeting of the Welfare Committee**

**Agenda**

**11 am Thursday 28th January**

**Meeting [2](21) (petitioned)**

**Location: Zoom**

1. **Procedural Matters**
   1. Election of Chair
   2. Acknowledgement of Indigenous Owners
   3. Attendance
   4. Apologies
   5. Proxies
   6. Membership
   7. Adoption of Agenda
2. **Conflict of Interest Declarations**
3. **Matters Arising from the Minutes**
4. **Correspondence**
5. **Office Bearer Report**
6. **Other Reports**
7. **Motions on Notice**

**7.1 Auslan Classes**

1. **Motions Without Notice**
2. **Other Business**
3. **Next Meeting**
4. **Close**

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| **University of Melbourne Student Union**  **Welfare Department Report**  Allen Xiao  **To Students’ Council 2(21)**  **18th January 2021** |

**Key Activities**

While a botched payment system last year delayed some of our initiatives, the Welfare OBs are not deterred by such minor inconveniences as technology. Our vision for 2021 remains the same- creating a supportive and innovative department, especially for students undergoing the difficult transition to University life in the near future.

**Budget**

After a marathon of meetings, agreements, disagreements, edits, and suggestions, Hue Man and I have completed the 2021 Welfare Budget. Our focus for the first half-year will be preserving what made Welfare tick in previous years, and to make sure students are adequately connected to each other through the Department’s services. We’re also looking to collaborate extensively over the course of the year, so be sure to hit us up with your best ideas.

**UMSU Activities x Welfare Presents: Letter to 2020**

It’s happening! Working with the Activities OBs and UMSU Comms, we are proud to present UMSU’s first official event of 2021. The Welfare Department will be supplying a portion of the prizes, of which I am reasonably informed there will be *many*.  
  
As part of a competition, students will have the chance to submit a video capturing their talents (serious or otherwise). There is no better way to consign 2020 to the dustbin of history than with a well-placed lip-sync compilation.   
  
The Department plans to promote the event extensively over the next two weeks over its own social media platforms, and urges members of the UMSU community to do the same. We would especially appreciate submissions of your own, accessible via the Facebook event under the same title as above.

**Re-designing Welfare’s image**

Several updates on this front. A cohesive visual presence- online and otherwise- is critical to a Welfare Department that remains engaged and engaging.

We are eagerly awaiting Comms’ work on our submission to the album cover, and hope the result will capture our aspirations for the coming year! We have also officially taken control of the Welfare social media platforms, with posts planned for Instagram and Facebook officially introducing ourselves in the coming weeks.

Finally, and excitingly, I have created a preliminary design for a new Welfare mascot for 2021. Right now, we have settled on a sheep (for general wholesomeness and fluffiness, but also because they’re remarkably collectivist animals- much like how Welfare should be!) We have submitted the design to UMSU Design and hope to receive feedback on our design before February.

**Summerfest preparations**

We have recorded the first draft of the pitch video and are excited to reconvene in person to create the final version. We are also meeting to brainstorm on booth content for the upcoming sessions next month.

**Progress on assigned actions from last report**

1. *Finish writing recipes for the Cooking at Home video series, with an aim to compile them into a single, easily-accessible document.*

**Part 1 is complete.** There are, as of now, eight recipes ranging from entrees to desserts, all vegetarian, minimally costed, and accessible to the vast majority of students.

While the aforementioned payment issues meant that we were unable to source ingredients in time, I have personally tested one of them (zucchini fritters) at home, to resounding approval. We hope to reconvene during the break and film the remaining recipes, in time for a social media release closer to the start of semester.

1. *Present a full brief on Pocket Guide 2021 to Comms, in order to finalise and implement the recommendations indicated above.*

**Presented.** As of the time of writing, we are yet to finalise a meeting time in which the changes can be discussed, but are hoping to do so by the end of this week.

1. *Run the committee meeting with Hue Man*

**Completed.** The Committee meeting was organised for the 10th of December, in which 2020’s remaining budget was allocated to a series of initiatives. Over 10 motions were passed, and we are excited to plan for the giveaways that Committee has approved.

1. *Finalise the Draft Budget Report and present to members of the Welfare community to receive feedback and input*

**Finalised.** The full budget has been submitted to the General Secretary for Council’s perusal in February.

1. *Meeting with Jack, Ciara and Goldie to discuss the Budget*

**Convened on the 15th.** While Jack was unfortunately absent from the proceedings, we thank Ciara and Goldie’s input in helping us refine our budget plans.

**Action Points to be completed by next report**

1. Finalise social media posts
2. Promote “Letter to 2020” over all relevant Welfare platforms
3. Finalise Pocket Guide updates with Comms, with an aim to publish before Summerfest
4. Run Committee meeting with Hue Man
5. Continue to plan activities and engagement for Summerfest 2021

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| **University of Melbourne Student Union**  **Welfare Department Report**  Hue Man Dang  **To Students’ Council 2(21)** |

**Key Activities**

**Key Activity 1 – Prepare for SummerFest**

**Key Activity 2 – Create a Timeline for Semester One**

**Key Activity 3 – Finished the 2021 Budget**

**Progress on assigned actions from last report**

In December, my utter frustration and annoyance against credit cards has been cemented. Let me start at the start:

Not long after the Welfare Committee meeting happened, I sent all of the files and items that needed to be bought to Sarah. Everything was set out in their respective word document and everything had links to it. I had organised the respective ‘carts’ and gotten all the logins organised. I arranged for a meeting with Sarah because I just knew that with the amount of invoices that had to be paid, that it wasn’t going to be easy. The time for the meeting comes but we had to delay it as it clashed with Council. On the Monday we sit down and there is an issue with the credit card. We try and get in contact with Justin who then calls the bank. Bank tells us that there isn’t a problem – but we still aren’t able to pay for things. It’s a back and forth experience for a day or two. When we are able to pay for things I hurry to get the Auslan classes paid for. HOWEVER there is an issue with the electronic transfer meaning that it needs to wait for the credit card which happens to NOT BE WORKING AT THE SAME TIME.

I tell myself, its fine. We start trying to pay for things post mid-December. The end of the year period has lapsed for online electronic bank transfer to happen meaning that if the credit card didn’t work then things couldn’t be paid for. We manage to pay for the mailers from Australia post for the gym packages. I make a sigh of relief.

Little did I know, things were not fine. The next payment for Coles to purchase the food for the cooking show gets declined. We try again – DECLINED. All we can do is wait for Justin to call the bank. Two days later, we try again. This time it works. I then get Sarah to pay for the costumes which then gets paid for. Next we try Officeworks – which we try a total of four times and then does not work. We try another shop – Flora and Fauna – which is also declined. We go back and try Officeworks, which is then declined. This entire ordeal lasts three hours. More waiting ensures as we try again the next day. Once again the payment gets declined. At this point it is the 21st of December. I end up calling Flora and Fauna who tell me that the credit card is over the limit. More back and forth in conversation ensures. It was at that moment that I realised that all of my plans in one way or another are all affected.

The two week ordeal ended with me making a final attempt whilst sitting on the cold floor in stone front of Myer Bourke street on the 23rd of December. On the last day only payments we could get through was Milligram and Flora and Fauna. My brother sits next to me complaining about waiting for me for an entire hour.

It was in that moment that I think about what is the point of all of what I’m doing. After over 50 attempts to try and get my payments through in order to do my job I’m left with all pf my projects being affected:

* The ‘At Home Fitness’ is affected because only the mailers could be ordered. No fitness equipment could be ordered.
* Flora and Fauna order was only partially ordered meaning that the collaboration with the People of Colour Department was affected and had to be rehashed completely as we didn’t have enough to give out. I ended up pivoting and giving the products to Activities to do their giveaway but not before a series of events including:
  + During the delivery that had been planned for early January, they ended up delivering to the University instead of my house. This meant that I had to travel to the University to try and find the items. It had been mailed to the mailroom and I had no means of taking it back to my house. There I was kneeling in the middle of North Court, unwrapping the boxes to try and condense all of the packages into smaller boxes so that I could transport them.
  + The entire time I felt absolutely dreadful. I was alone with 5 large boxes that I didn’t have the strength to carry. Union house was closed and there wasn’t a way to store the boxes.
  + I felt like crying out of frustration but I didn’t end up doing so because there were people who came out to support me. In that moment I picked up the phone and called Christos from activities who without a hesitation came and picked me up. There was a really nice worker from the mail room who came and checked on me to see if I was fine. Two of the cleaners from Union House came and bought bins for me so that I didn’t have to walk far to throw the rubbish.
* The Coles delivery ended up coming a week later and meant I couldn’t organise to come to Allen’s house to cook it. Multiple items ran out of stock.
* My study equipment project was deeply affected and I managed to only order notebooks and nothing else. I now have 100 notebooks sitting in my room.

This is just the preparing for the payments part. Between the last council report and this current one I wrote the budget for 2021, set in motion the plans for the major events, started working on the comms for SummerFest and worked with a number of departments to prepare for events.

**Action Points to be completed by next report**

1. Touch base with Lee Papworth to organise a day for the special consideration and academic adjustment plan information to be distributed to students.
2. Helping promote the Summer Giveaway with Activities Department
3. Sort out the SummerFest plans
4. Work with Environment Department on the collaboration
5. Finalise the Auslan classes and the students who are going to do it with Disabilities Department
6. Film / record the first cooking series.

**Budget Expenditure**

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| **Meeting Number** | **Meeting Date** | **Item Description** | **Amount**  **Passed** | **Budget Line** | **Comment** |
| 1(21) WEL | 10th December | Australia Post Mailers | $3683 | Special Projects/Events | $1183 |
| 1(21) WEL | 10th December | Halloween Costumes | $290 | Events | $290 |
| 1(21) WEL | 10th December | Learn Australia Online | $5000 | Events | $5000 |
| 1(21) WEL | 10th December | Flora and Fauna | $5000 | Special Projects/Events | $1171.85 |
| 1(21) WEL | 10th December | Milligram | $1798 | Events | $1295 |
| 1(21) WEL | 10th December | Coles | $300 | Events | $264 |

**7 Motions on Notice  
7.1 Auslan Classes**Preamble: In Meeting 1(21), the Committee approved funding for Auslan classes in collaboration with the Disabilities Department. 43 applications were received, and the information has been distributed to Committee via the spreadsheet attached.

Motion 1: For the Welfare Committee to approve the 43 applications for Auslan 1, in accordance with the Travel and Conference Policy.

Mover:   
Seconder: