Monash University Student Association

Monash University Student Association
Monash Student Council (MSC)
5th Council Meeting Minutes 2018

Date: 18th of May 2018
Time: 6.08 pm.
Venue: MUSA Meeting Room, Level 2, Sports Centre

The following members of the council were present, constituting a quorum:

Voting Members

President:	Thusharan Chandrakumanan
Vice President:	[Proxy] Teh Kok Siong
General Secretary:	Tharshini Batumalai
Treasurer:	Jaesivan Arumugam
Head of MUISS:	Mazin Osama Hafiz Elshazali
Activities Chairperson:	Ng Sie Mone
Welfare Officer:	[Proxy] Jovita Catherine Lewis
Publicity Officer:	Milton Leong Hon Kin
Wom*n's Officer:	Melinda Anne Sharlini Damodaram
School of Arts and Social Science Representatives:	[Proxy] Wong Kit Yin Leanne Lee Lyn Ai
School of Business Representatives:	Soh Zu Peng Tiong Li San
School of Engineering Representatives:	Lim Rickque Crystal Thew Xue Er
School of Information Technology Representatives:	Ng Chung Hou, Skyler Clarissa Wong Yong Teng

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School of Medicine and Health Sciences Representatives:	Nicholas Tan Rebecca Charmaine
School of Pharmacy Representatives:	Wong Choon Kwang, Raymond Bu Min Yee
School of Science Representatives:	Ethan Wong Hsien Aun Tan Yi Qi

Non-Voting Members

|	
Treasurer:	Kelly Lee Jia Yee
Head of Clubs & Societies:	Nur Sharikul Huda
Head of MUISS:	Hasan Habab
Activities Chairperson:	Ryan Matthew Tang
Welfare Officer:	Dilhara Jayasinghe
Publicity Officer:	Trishadip Kaur Cheema
Wom*n's Officer:	Medha Mehrotra
Editors:	Tuang Ling Jie Chin Desmond Elizabeth Louise Gerard
MUISS Secretary:	Tasvir Hasan Majumder
MUISS Treasurer:	Pranay Manchanda
MUISS Country Representative Officer:	Charulatha Pitigala
MUISS International Student Officer (Welfare):	Shafeeq Ahmed Syed Ali
MUISS International Student Officer (Activities):	Ibrahim Jalal Ali Al-Kooli
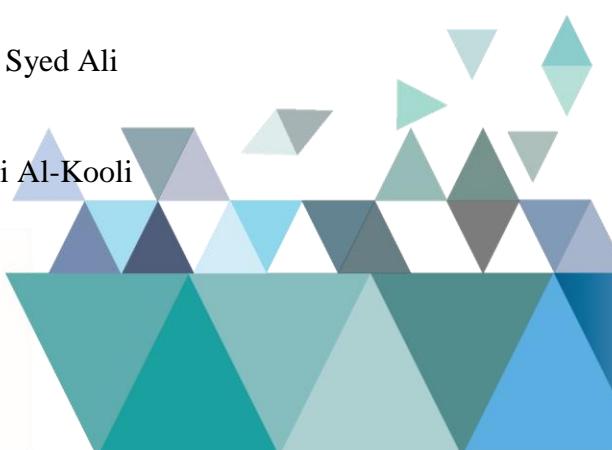
Monash University Student Association

Absent (With Apology)

Ng Chor Yee, Ryan   Vice President

Shaun Prakesh Stanley   Welfare Officer

Kong Seng Kin, Terence   Editor

Joshua Wisely   School of Arts and Social Sciences
                                       Representative

Absent (Without Apology)

Ng Khai Tze   Vice President

Ashley Wong Lei Peng   Head of Clubs and Societies

Meeting Chairperson

Thusharan Chandrakumanan

MUSA Advisor

-

Student Representatives

Imran Reza   School of Business

Benjamin Goh   School of Arts and Social Sciences

Lim Tai Jie   School of Engineering

Thaw Zin   School of Business

1. Acceptance of Apology and Proxy Letters

1.1 Ng Chor Yee, Ryan is unable to attend today's meeting as he needs to attend the rehearsal for Monash Dance Fusion Club's Annual Dance concert that is to be held on 19th of May 2018. He grants his voting right to Teh Kok Siong from School of Information Technology. He has submitted his apology and proxy letters on 13th of May 2018.

1.2 Kong Seng Kin, Terence is unable to attend today's meeting as he needs to be at Wisma MCA to photographically cover Monash Dance Fusion Club's dance rehearsal. He has submitted his apology letter on 14th of May 2018.

1.3 Joshua Wisely is unable to attend today's meeting as he needs to attend an important farewell event outside of Kuala Lumpur. He grants his voting right to Wong Kit Yin from School of Arts and Social Sciences. He has submitted his apology and proxy letters on 14th of May 2018.

1.4 Shaun Prakesh Stanley is unable to attend today's meeting as he is involved in Monash Dance Fusion Club's Annual Dance concert's photography team on behalf of Monga and as such, have to attend the rehearsal as well. He grants his voting right to Jovita Catherine Lewis from School of Science. He has submitted his apology and proxy letters on 16th of May 2018. His letters were accepted eventhough it was submitted past the deadline as he was told by the Editors on 16th of May 2018 that he will need to attend the rehearsal.

Motion #1: Acceptance of Apology and Proxy letters

Accepted by: Tan Yi Qi

Seconded by: Lim Rickque

Motion #2: Acceptance of 4th MSC Meeting Minutes

Accepted by: Melinda Anne Sharlini Damodaran

Seconded by: Ng Sie Mone

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2. Office Bearers' Report

2.1 <u>President's Report</u>

Date: 18th of May 2018

Attention: To all departments/divisions

Purpose: To inform

2.1.1 ITS meeting
2.1.1.1 On the 3rd of May, Mr President had a meeting with ITS department.

2.1.1.2 Discussed on issues that the general student population are facing.

2.1.1.3 Following are updates from the meeting :

   2.1.1.3.1 Wifi Issues :

   2.1.1.3.1.1 Currently in the midst of upgrading older version of AP to a newer version campus-wide. Expected completion by end May / early June.

   2.1.1.3.1.2 ITS informed that Support team has been proactively doing Wi-Fi health check twice daily at the high density locations. Standard benchmark is www.monash.edu.my, (accessing thru MyREN); www.cnn.com (public internet to one of the frequently visited site); HD Youtube on 1080tp without buffering; WhatsApps call /video.

   2.1.1.3.1.3 ITS informed about known bug for iPhone 6 and above where Wi-Fi will be disable in a sleep mode. Team is working on this with vendor.

(Jaesivan Arumugam, Dilhara Jayasinghe and Kelly Lee Jia Yee arrived at 6.13pm.)

(Mr President said another meeting will be held with ITS soon with regards to this matter. He added on by saying that results of the Wi-Fi test runs will be published to the students and information about Wi-Fi speed will be pasted on the notice boards around campus so that students are aware of the situation.)

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2.1.1.3.2   PC Login Issues :

2.1.1.3.2.1 Since then the team has done some major changes to solve this issue; however the changes were done in stages; that is why users still experiencing issues over a period till now.

2.1.1.3.2.2 Simultaneously, we are also doing the optimization of the group policy, loading of software images (320GB) and shared services mapping to decrease the pc login time to be below 2 minutes for all students' desktop.

(According to Mr President, ITS will get back to him soon after the changes have been made and maybe a test run will be done.)

2.1.2   Subcommittee T-shirt

2.1.2.1 The orders have already gone out to the supplier.

2.1.2.2 T-shirts will a charcoal coloured cotton t-shirt.

2.1.2.3 Supplier that is used is City-T-shirt; reliable and affordable.

(According to Mr President, the total amount spent for the t-shirts is RM 2,000 for 170 t-shirts.)

(School of Business Representative, Zu Peng questioned Mr President on the t-shirt arrival. Mr President said the supplier has not given a definite answer to him but it should arrive in 2-3 weeks. He added on by saying that the t-shirts will be distributed to the subcommittees either by putting the t-shirts in the discussion room or distributing it to the respective departmental heads.)

(Head of MUISS, Mazin questioned Mr President about the progress on Grab. Mr President said the person that has been in contact with him has not connected him to the person-in-charge for marketing yet as currently, Grab is busy with their new marketing scheme. He added on by saying that he will update everyone about this in the next MSC meeting.)

Contributed by,

Thusharan Chandrakumanan

President

Motion #3: Acceptance of President's Report

Accepted by: Jaesivan Arumugam

Seconded by: Chin Desmond

2.2 General Secretary's Report

Date: 18th of May 2018

Attention: To all departments/divisions

Purpose: To endorse

2.2.1 Amendment in Election Regulations

2.2.1.1 Uncontested candidates (if any) in MUSA Annual Election 2018 and MUSA By-Election 2019 (if applicable) onwards need to get at least 50% of the total votes in order to get elected into the office.

2.2.1.2 This rule was in practice in the previous years of MUSA Annual Election but it was not taken seriously by the uncontested candidates as it was stated otherwise in the Election Regulations.

2.2.1.2.1 Section 13 subsection (i) says 'if the number of candidates for any position does not exceed the number to be elected, the Returning Officer must declare those candidates elected as soon as their eligibility has been verified.'

2.2.1.3 It is to be written in black and white to ensure the uncontested candidates work as hard as the other contested candidates through debate and campaign to prove to the general student population that they are eligible and qualified for the position.

2.2.1.4 Candidates and the general student population will be notified about this amendment in Semester 2.

2.2.1.5 Section 13 subsection (i) will then be removed and replaced with a new clause in accordance with this rule.

(Head of MUISS, Hasan asked if the 50% rule is a proportion of the total student population. General Secretary said the 50% will be the proportion of the total votes.)

(Head of MUISS, Mazin mentioned that voting for MUISS differs as only international students are eligible to vote for the candidates. General Secretary said the same rule will still apply for MUISS as well. She added on by saying that the uncontested candidates running for MUISS positions will need to get at least 50% of the total votes received from international students in the election.)

(Head of MUISS, Mazin mentioned that ballot results of MUSA Annual Election 2017 did not show a proper breakdown of the total votes received from international students for MUISS positions as the total votes constituted both international and local students. General Secretary said she has already spoken to Mr Zebba with regards to this matter and according to Mr Zebba, ITS can provide a detailed breakdown of the ballot results for MUSA Annual Election 2018 onwards for MUISS and school representatives position to comply with the 50% rule for uncontested candidates.)

(Wom*n's Officer Melinda asked if this rule applies for MUSA By-Election as well. General Secretary said the rule will apply for MUSA By-Election 2019 onwards as stated in the report.)

(Wom*n's Officer Melinda asked about the consequences if the particular uncontested candidate failed to get 50% of the total votes in by-election. General Secretary said the particular candidate will not be elected as per the rule and the position will not be filled. She added on by saying that an appointment may be considered but it is subjected to the context of the situation and it is not a rule that an appointment can and must be done to fill the unfilled position.)

(Head of Clubs & Societies, Sharik asked for the type of situations that will warrant an appointment. General Secretary said as per the MUSA Constitution, appointment may be made if an office bearer resigns within 3 months before the MUSA Annual Election but it is subjected to a few terms and conditions which are; vacancies must be filled within 30 academic days in the case of MUSA and within 15 academic days in the case of MUISS. She added on by saying that there is no other definite guidelines apart from the mentioned as it is subjected to the context of the situation.)

(Head of Clubs & Societies, Sharik asked if the appointed member is entitled for a Monash certificate. General Secretary said an appointed member is not eligible for Monash certificate as he/she is not elected.)

Motion #4: MSC to accept the Amendment in MUSA Election Regulations that says uncontested candidates (if any) in MUSA Annual Election 2018 and MUSA By-Election 2019 (if applicable) onwards need to get at least 50% of the total votes in order to get elected into the office, in the most appropriate words and section and removal of Section 13 subsection (i).

FOR: 18

AGAINST: 0

ABSTAIN: 5

Motion is CARRIED.

Contributed by,

Tharshini Batumalai

General Secretary

Motion #5: Acceptance of General Secretary's Report

Accepted by: Jaesivan Arumugam

Seconded by: Chin Desmond

2.3 School of Medicine and Health Sciences Representatives' Report

Date: 18th of May 2018

Attention to: All Departments & Divisions

Purpose: To inform all the council members on the events that have been carried out so far.

2.3.1 SOMHS Movie Night
2.3.1.1 Movie: The Avengers: Infinity War
2.3.1.2 Venue: GSC Summit
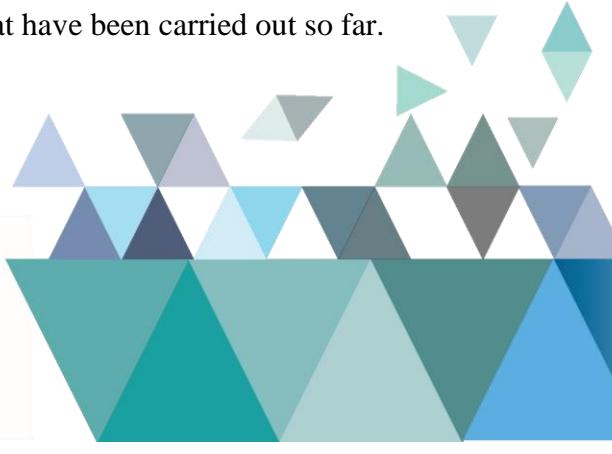
2.3.1.3 Date: Monday, 30th April 2018

2.3.1.4 Time: 8pm

2.3.1.5 Price: RM 1

2.3.1.6 Booked an entire movie hall for the students (92 seats)

2.3.1.7 Registration went well - managed to sell out in 1.5 hours

2.3.1.8 Ticket collection went well - a few people didn't come collect tickets / contact us

2.3.1.9 Opened up ticket sales to those who didn't manage to register on time and eventually sold all our tickets

2.3.2   SOMHS x SPIN Sweets Giveaway

2.3.2.1 Free chocolates for Psychology students in Week 11 (Monday, Tuesday, Thursday)

2.3.2.2 Subsidized the money for the chocolates

2.3.2.3 Students were able to write on sticky notes at the event

2.3.2.4 An Instagram competition was carried out - students could snap & upload their most creative sticky notes to win a mystery gift

2.3.2.5 A lucky draw was conducted & 8 winners max. were picked each day

Contributed By,

Nicholas Tan and Rebecca Charmaine

School of Medicine and Health Sciences Representatives

Motion #6: Acceptance of School of Medicine and Health Sciences Representatives' Report

Accepted by: Jaesivan Arumugam

Seconded by: Soh Zu Peng

2.4 <u>Head of MUISS's Report</u>

Date: 18th of May 2018

Attention to: All departments & divisions

Purpose: To inform

2.4.1   Chill with MUISS
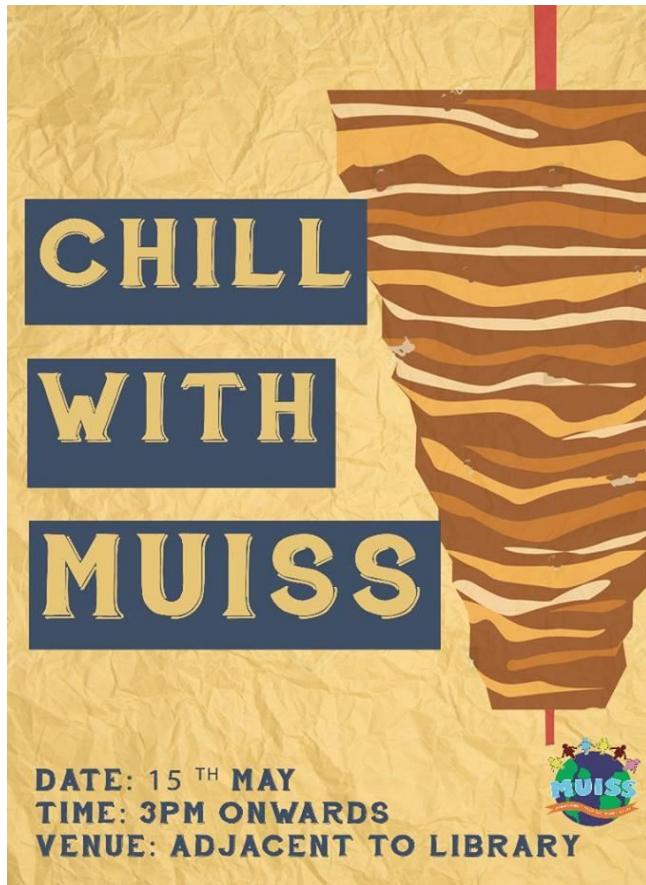
Week	Theme
3	Doughnuts
5	Chilli
6	Frizz and freeze
11	Shawarma

2.4.1.1 Overall feedback was pretty positive:

    2.4.1.1.1   Students liked the variety in the events

    2.4.1.1.2   MUISS gathered feedbacks for MUISS, MIMA, and MCN

    2.4.1.1.3   Had variable games and challenges

    2.4.1.1.4   Student engagement improved and the turnout was pretty good

(Head of MUISS, Mazin mentioned that MUISS will start collecting submissions for their magazine, MIMA from next semester onwards.)

(Mr President asked when 'Chill with Muiss' for week 11 was done. Head of MUISS, Mazin said it was done on Tuesday week 11. Head of MUISS, Hasan mentioned that the 'Chill with Muiss' booth initially was supposed to be at the glass side area of the library but FMD has changed the location to the area near Audi 2.)

(Treasurer Kelly asked about the updates on International Sports Day. Head of MUISS, Mazin said the event has been delayed due to Malaysia's General Election public holidays hence it has been postponed to next semester. Head of MUISS, Hasan said initially they were planning to organize some cultural-based sports and the event was supposed to be on Week 10 Friday.)

    2.4.2   Monash Cultural Week (In collaboration with ISS)
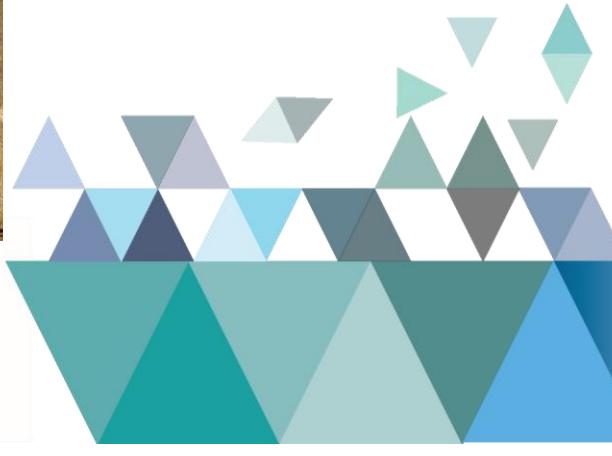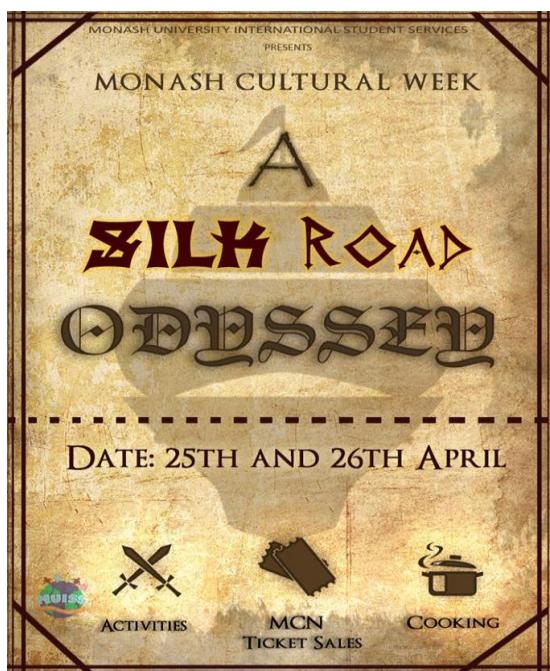
2.4.2.1 Concept:

    2.4.2.1.1   Monash Cultural week is a week of celebration of the multiple cultures in Monash

    2.4.2.1.2   2 days of Country stations having cooking, sales, arts & crafts, and showcases of cultural activities

    2.4.2.1.3   Stage for showcases

    2.4.2.1.4   Instagram Challenge

    2.4.2.1.5   MCN Tickets

2.4.2.2 Countries involved:

    2.4.2.2.1   India/Nepal

    2.4.2.2.2   Bangladesh

    2.4.2.2.3   East Asia

    2.4.2.2.4   Indonesia

    2.4.2.2.5   Sri Lanka

    2.4.2.2.6   C.I.S States

    2.4.2.2.7   Middle East

    2.4.2.2.8   Maldives

    2.4.2.2.9   Africa

    2.4.2.2.10 Pakistan

2.4.2.3 Challenges:

    2.4.2.3.1   Collaboration with ISS lead to clashes of ideas

    2.4.2.3.2   MCN caused Inconveniences for MUISS and the Country reps

    2.4.2.3.3   The entire week had to be delayed by a week from week 7 to week 8 due to late notice for the country reps

2.4.2.4 Positives:

    2.4.2.4.1   Huge turnout despite some inconveniences and location

    2.4.2.4.2   Overall positive responses

    2.4.2.4.3   Concept of Canopies gave a special feeling for the event

2.4.2.5 Drawbacks:

    2.4.2.5.1   Lower than expected country rep turnout.

   2.4.2.5.2   Poor location for the stage.

2.4.2.6 Verdict

    2.4.2.6.1   Monash Cultural Week was an ambitious idea that was hard to fully implement due to human resources used on MCN

    2.4.2.6.2   Monash Cultural Week should be separate from MCN
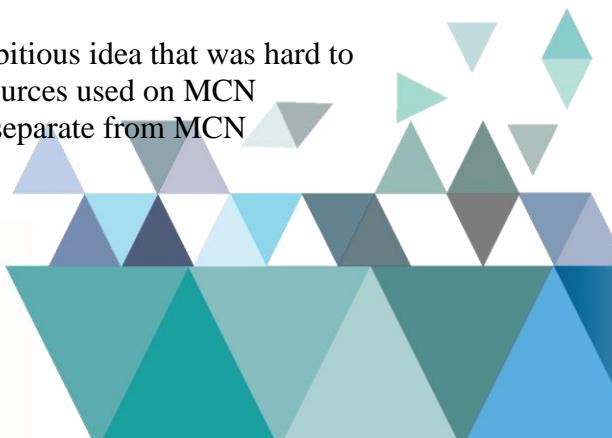
2.4.3   Monash Cultural Night (Odyssey)
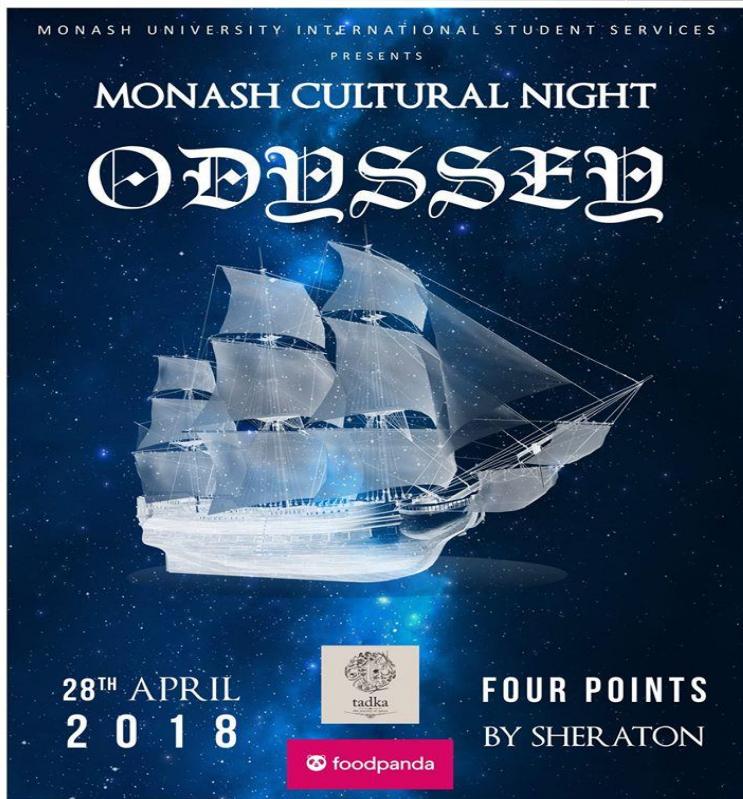
2.4.3.1 Theme:
  2.4.3.1.1   Odyssey is supposed to represent the journey of the night through the different cultures in Monash.
  2.4.3.1.2   The theme was a concept for the flow of the event

2.4.3.2 Target Attendees: 400 pax (including performers)

2.4.3.3 Ticketing
  2.4.3.3.1   Ticket sales started on Monday of week 7, 16th of April
  2.4.3.3.2   Tickets were surprisingly selling very quickly with 80% being sold on the first day
  2.4.3.3.3   Ticket sales came to an unexpected stop on the second day due to lack of receipts
  2.4.3.3.4   Students who were standing at that time were very disappointed
  2.4.3.3.5   Miscommunication happened and misinformation was spread

2.4.3.3.6   Some students believed that the tickets were sold out

2.4.3.3.7   MCW poster mislead some people to believe that the tickets were supposed to be sold during MCW, although it was clearly stated on our page the date of the ticket sales

2.4.3.3.8   Last tickets were sold on Week 8 Tuesday, 24th of April

2.4.3.3.9   The queue was very long and ended in frustrations of some students

2.4.3.4 Countries participating:

2.4.3.4.1   India

2.4.3.4.2   Indonesia

2.4.3.4.3   Bangladesh

2.4.3.4.4   Sri Lanka

2.4.3.4.5   Pakistan

2.4.3.4.6   Africa

2.4.3.5 Guest Performers:

2.4.3.5.1   Monash Performing Arts Club (MPAC)

2.4.3.5.2   Hamza as Comedian

2.4.3.6 Contractor: Hitman Solutions

2.4.3.7 Rehearsals:

2.4.3.7.1   Tutorial rooms were booked for Performers to practice for the event

2.4.3.7.2   Dance studio was "booked" the day before MCN for dress rehearsals

2.4.3.7.3   Double booking happened on that day. RBS needs to be fixed!!!

2.4.3.8 The day of the event

2.4.3.8.1   A final dress rehearsal was conducted on the day if the event

2.4.3.8.2   Some hiccups happened, but MUISS was able to manage

2.4.3.8.3   The event was delayed due to technical issues

2.4.3.9 Award distribution issue

2.4.3.9.1   India did not win any award during the MCN

2.4.3.9.2   MUISS acknowledge this as a fault in their award system

2.4.3.9.3   Number of awards wasn't accurately calculated

2.4.3.10   Overall the Event was a Success!!!
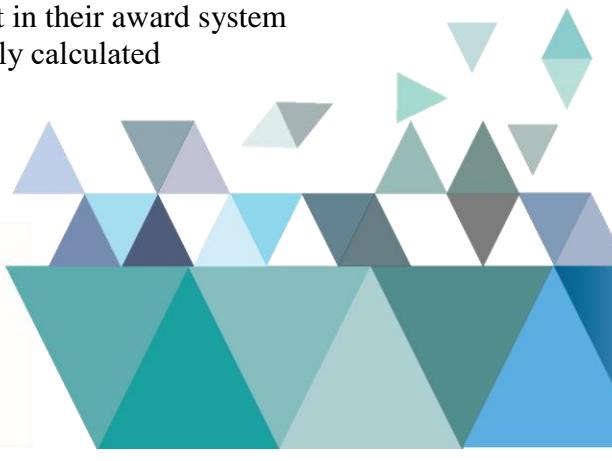
2.4.3.11   Positives:
    2.4.3.11.1 Venue looked great, decor was very good
    2.4.3.11.2 LED tunnel and the backdrops gave a lot of spaces for taking photos
    2.4.3.11.3 Plenty of performances
    2.4.3.11.4 Flow of drinks and appetizers
    2.4.3.11.5 Desserts was well received
    2.4.3.11.6 Hitman Solutions did a great job for the event

2.4.3.12   Food got mixed response

2.4.3.13   Negatives:
    2.4.3.13.1 Venue was small
    2.4.3.13.2 Layout was inconvenient for some tables
    2.4.3.13.3 Controversial comedian
    2.4.3.13.4 Awards weren't distributed well

(Head of MUISS, Hasan said the content that was presented earlier by comedian Hamza to them was different from the one that was actually presented during the event itself. He added on by saying that he will like to apologize on behalf of MUISS for any inconvenience caused.)

(School of Science Representative, Ethan Wong asked for the breakdown of the actual expenses that have incurred for MCN. Head of MUISS, Hasan said MUISS Treasurer and his subcommittees are in the midst of preparing the financial reports and has not presented the report in their internal meeting yet. He added on by saying that he will update the rest of the council about it in the next MSC meeting.)

(Treasurer Kelly mentioned that there were so many last minute submissions from MUISS for MCN. She added on by saying that it is better to request earlier for cheques as it takes some time to process the payment. She told the council members to always inform the Treasurers first with regards to financial matters and avoid requesting for the cheque after getting the service/product. Head of MUISS, Hasan apologized for the last minute submissions and he added on by saying that MCN was a huge event and many parties were involved hence deadlines were not met internally as well. He also thanked the Treasurers for their patience.)

Contributed by,
Hasan Habab & Mazin El Shazali
Heads of MUISS

Motion #7: Acceptance of Head of MUISS's Report

Accepted by: Jaesivan Arumugam

Seconded by: Chin Desmond

2.5 Activities Chairpersons' Report

Date: 18th of May 2018
Attention to: All departments & divisions
Purpose: To inform

2.5.1 Flash Friends
2.5.1.1 The Activities Department hosted Flash Friends on the 4th May (Friday, Week 9) at the foyer
2.5.1.2 The event was held with the purpose of having students meet different people in a short period of time. Questions were provided in case participants were stumped on what to say.
2.5.1.3 Participants would switch partners every 3 minutes and would meet a total of 20 people each by the end of the event. Decks of cards were placed on the tables which indicated whether the participant would stay or move to a different section in the foyer.
2.5.1.4 Sections were marked by the coloured cloths that covered each table and the suit shaped helium balloons.
2.5.1.5 The department also provided bottled water for our guests to ensure that they were properly hydrated throughout the event.
2.5.1.6 Motivation for bringing this event back was due to the great response the department received in the previous year and the strong encouragement of our predecessor. We also promised to bring back the event during our campaign and aimed to uphold that promise.
2.5.1.7 The Chairpersons would like to inform the council that they are aware of the number of old events being brought back this year but would like to state that our aim for 2018 is to increase the quality of our events for the benefit of the students and the department.
2.5.1.8 Therefore, since responses for both events were positive. We decided to bring back the event.

2.5.1.9 The Activities Chairperson would like to recommend the services of Nasi Lemak 58, as they provided affordable and delicious Nasi Lemak for our guests.

2.5.1.10 The department experienced a slight problem with having to postpone the event to a later date. Preparations for the event were not on schedule which the chairpersons believed would have resulted in a lacklustre experience for our guests. Therefore, the difficult decision was made to postpone our event.

2.5.1.11 We also experienced having a little logistic bump when guests shuffled the cards on the table.

2.5.1.12 Lastly, the department would like to warmly thank our guests for attending the event as well as parties that covered our event. We hope everyone had a great time.
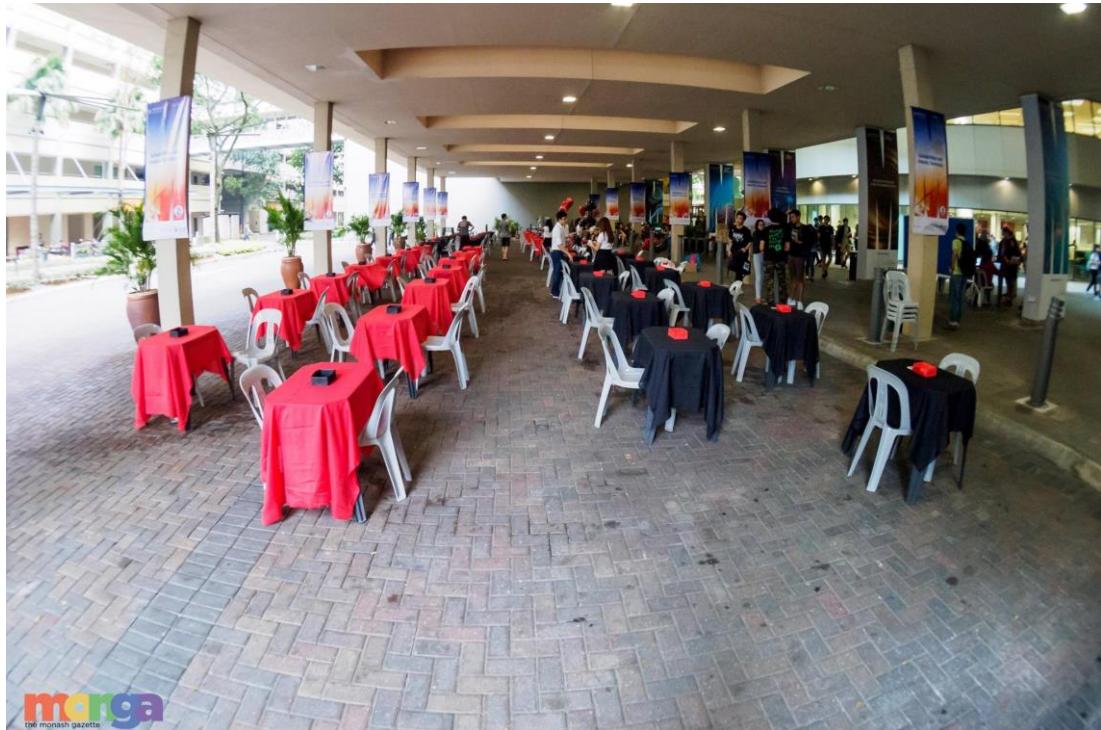
Monash University Student Association
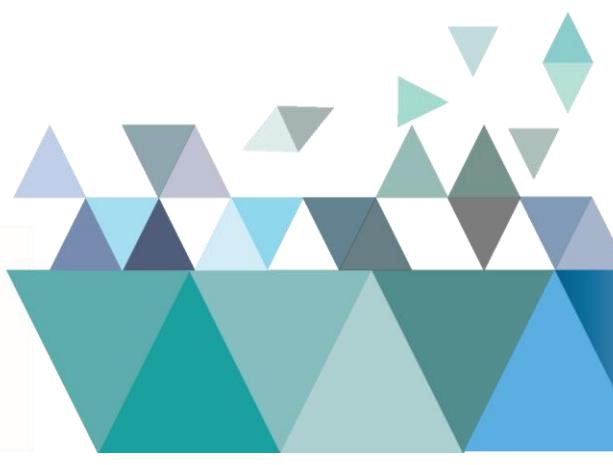
Jalan Lagoon Selatan, 47500 Bandar Sunway, Selangor Darul Ehsan
Telephone (+603) 5514 6000
Website www.monash.edu.my

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(Head of MUISS, Mazin asked about the shuffling process as his friend, who participated in the event was alone for a few minutes and the helper had to accompany him. Activities Chairperson Ryan said that was part of the system actually. He added on by saying that if no one has actually touched the card then everyone would have gotten a seat but since the cards were shuffled unintentionally by some of the participants, some participants did not get a partner as a consequence. He said that was not supposed to happen so to resolve that, the helpers had to step in.)

Contributed by,
Ryan Tang & Siemone Ng
Activities Chairpersons

Motion #8: Acceptance of Activities Chairpersons' Report

Accepted by: Milton Leong Hon Kin

Seconded by: Nur Sharikul Huda

2.6 Welfare Officers' Report

Date: 18th of May 2018

Attention: To all departments/divisions

Purpose: To inform

2.6.1   F&B Feedback Campaign, 23rd April – 25th April 2018
   2.6.1.1 Description of the event:
   2.6.1.1.1   A 3-day campaign to encourage students to visit food stalls of their preference in the MUM cafeterias and provide online feedback. Subway cookies will be given out as an incentive to encourage participation.
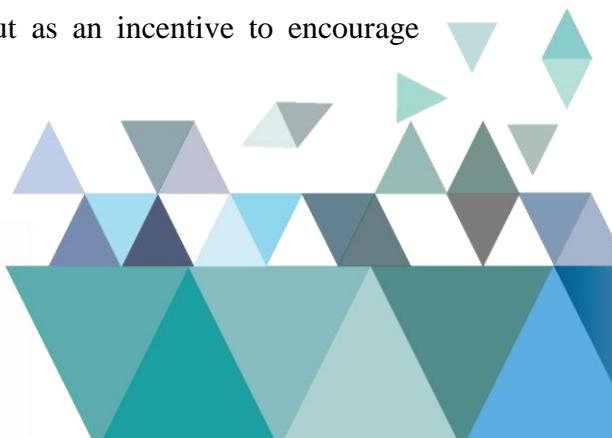
2.6.1.2 Purpose of the event:

    2.6.1.2.1   Aims to gather feedback, complaints and suggestions from Monash University students personalized to each food operator to improve quality services and food.

2.6.1.3 300 Subway cookies were purchased and approximately 20 cookies in total were left on day 2 and 3. Thus, we hit about 560 responses.

2.6.1.4 Responses will be compiled and tabled in a Food & Services Operations Committee (FSOC) meeting on 24th August 2018 and will personally be looked at by respective food operators to act on.

(Welfare Officer Dilhara mentioned that each food vendor's manager will be encouraged to put in their own input and feedbacks to improve their services and those feedbacks will be published to the general student population.)

2.6.2   Student Pantry, Level 2, Sports Centre

2.6.2.1 Began operation to the entire student population of Monash by 2nd of May 2018. To optimize refrigerator storage, a simple system is implemented.

2.6.2.2 Red and green sticker system
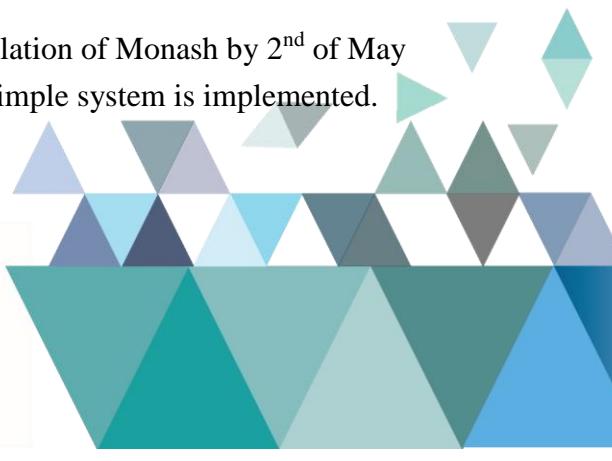
(Student Representative, Thaw Zin, who is also a subcommittee of the Welfare Officers department mentioned that red stickers will be pasted by him on the food containers on every Monday and a date will be written on the sticker. He added on by saying that the food will be discarded if the food is still in the fridge by the specified date. He continued by saying that the green stickers are for the students to write their name and content of the container.)

> 2.6.2.3 Students fill up form at the Lounge counter and pick up food item by 9PM on the same day.
>
> 2.6.2.4 Pantry basic guidelines *(refer to document)*

(Head of Clubs & Societies, Sharik mentioned that he has a small feedback with regards to the Sri Lankan food stall at the cafeteria. According to him, School of Science Representative, Ethan Wong and he have tested a portion of the food at the microbiology lab and unfortunately, the result showed that the food contains 8 times more E.coli. He added on by saying that E.coli is a very good indicator of whether the food is contaminated with faecal matter. Welfare Officer Dilhara asked how many samples were taken and for how many days the samples were tested. Head of Clubs & Societies, Sharik said one sample of the dhal curry was taken but it was done through several batches. Welfare Officer Dilhara requested them to do the food testing again as they need more evidence before bringing it up to the administration.)

(Welfare Officer Dilhara mentioned that the Food Safety staff is Mr Terry and he is very strict to the compliance. She added on by saying that if this issue is to be brought up to him, he will test them one by one and he might get officials from Ministry of Health to do the testing.)

Contributed by,

Shaun Stanley & Dilhara Jayasinghe

Welfare Officers

Motion #9: Acceptance of Welfare Officers' Report

Accepted by: Hasan Habab

Seconded by: Medha Mehrotra

2.7 <u>Wom*n's Officers' Report</u>

Date: 18th of May 2018

Attention to: All Departments and Divisions

Purpose**:** To Inform

2.7.1 Gender Sensitivity for MUSA Members

2.7.1.1 Gender Sensitivity training took place on 24th March 2018 for all the MUSA members.

2.7.1.2 26 MUSA members along with 5 Wom*n's Officers subcommittee members were present for the training session.

2.7.1.3 Based on our post-mortem and feedbacks from several MUSA members, we would be renaming the training for the upcoming sessions. The training would be called 'Crisis Management' training from 2019 onwards.

2.7.1.4 We would also be setting a fixed framework in the form of a manual as the content of the training so as to provide essential information in times of crisis management.

2.7.1.5 For the future manual, we would focus on:

    2.7.1.5.1   Consent/Sexual Harassment

    2.7.1.5.2   Protocols and policies in case of SH issues

    2.7.1.5.3   Emergency and crisis management

    2.7.1.5.4   Promoting inclusive attitude

2.7.1.6 Thank you to all those who made time on a Sunday morning and attended the training.

2.7.2 Denim Dance 2018

2.7.2.1 Purpose: Denim Day is a global observation in honour of Sexual Violence Awareness Month as a symbol of protest against erroneous and destructive attitudes about sexual assault. This is usually done by having participants wear denim to stand up against 'victim blaming'.

2.7.2.2 The event as a whole was a success and we received positive feedbacks from the participants.

2.7.2.3 We had 130 participants and 5 helpers + 8 subcommittees.

2.7.2.4 We had 3 performances: 1 singing performance by Anne Maria, 6 rap renditions by Asyraf Nasir and a salsa dance performance and tutorial by MDFC.

2.7.2.5 The participants appreciated the decoration and the performances. We would especially like to thank the helpers who helped us with the decorations (Yao Fu, Trisha, Shaun, Ethan, Park Ha Neul, Ben Goh and our subcommittees)

2.7.2.6 Some of the shortcomings during the event include:

2.7.2.6.1 Lynn's Catering failed to provide us with vegetarian options.

2.7.2.6.2 2 last minute vegan participants.

2.7.2.6.3 Crowd control due to the distribution of ice-cream by the ice cream vendor before the said time.

2.7.2.6.4 Crowd control at photo booth.

2.7.2.7 We would also like to thank everyone who attended the event and for all your support. We really appreciate it <3

(Wom*n's Officer Melinda mentioned that the Wom*n's Officers' approach for this year will be different from the past years as they are looking more into policy reforms as a lot of policies do not align with how it should be. She added on by saying that new policies and manual will be introduced for Monash University Malaysia itself. She continued by saying that exchange students in Australia are not as safe as Australian students as the law in Australia do not cater to international students in Australia. Wom*n's Officers

thought this will be a great opportunity for them to introduce relevant policies to resolve that.)

(Activities Chairperson Siemone asked if the Wom*n's Officers knew the reason on why the motion about gender sensitivity training was raised by MUSA 2017 Wom*n's Officers. Wom*n's Officer Melinda said no proper meeting was held with regards to this during the shadowing and handing over session but she believes the main reason was because there were many derogatory comments among MUSA members themselves. She added on by saying that there were a few instances that were observed during the last few periods where discriminative and derogatory comments were passed on so MUSA 2017 Wom*n's Officers realised the need to have the training. She continued by saying that improving the framework further will be more beneficial.)

(Wom*n's Officer Medha mentioned that sometimes students do not approach the Wom*n's Officers but they approach other MUSA members instead hence it is important for the whole council to understand the proper ways to handle the situation.)

(Activities Chairperson Siemone felt it was a little irresponsible for MUSA 2017 Wom*n's Officers to run a motion without any proper guidelines specified. Wom*n's Officer Melinda said they were also clueless when they were planning the session but it was like a pilot testing and now they are outlining specific guidelines to guide their successors in the future.)

(Activities Chairperson Ryan asked if the Wom*n's Officers will need to run a motion as the name of the event is being changed. General Secretary said the Wom*n's Officers will need to run a motion as the motion that got carried in 2017 clearly specified the training to be based on gender sensitivity. Wom*n's Officer Medha said necessary amendments will be made and necessary motion will be raised in the upcoming MSC meeting.)

Monash University Student Association

(MUISS Country Representative Officer, Charulatha asked if the location used for Denim Dance will be recommended by the Wom*n's Officers. Wom*n's Officer Melinda said it was difficult for them initially as the place was new and was not officially launched yet but a lot of decoration and proper planning should be done in the future for a successful event. Wom*n's Officer Medha said crowd control and sound system will be a problem but that place will help to save up a lot of money.)

Contributed by,

Melinda Anne Sharlini and Medha Mehrotra

Wom*n's Officers

Motion #10: Acceptance of Wom*n's Officers' Report

Accepted by: Jovita Catherine Lewis

Seconded by: Jaesivan Arumugam

(Break was given at 7.02 pm and dinner was served.)

(Joshua's proxy, Wong Kit Yin from School of Arts and Social Sciences left at 7.05 pm.)

(Rebecca Charmaine left at 7.30 pm. She grants her voting right to Loo Xuan Song from School of Medicine and Health Sciences.)

(Tuang Ling Jie arrived at 7.37 pm. He will not be deemed 'absent without apology' eventhough he came 1.5 hours after the commencement of the meeting as he has informed the General Secretary about his late arrival before the meeting has even started.)

(Tasvir, Ibrahim and Shafeeq left at 7.40 pm.)

(MSC meeting resumed at 7.45 pm.)

2.8 Editors' Report

Date: 18th of May 2018
Attention to: All departments & divisions
Purpose: To inform

2.8.1 MONGA Semester 1
2.8.1.1 Submitted for print (8 May)
2.8.1.2 RM16,737.40 (inclusive. 6% GST) for 500 copies
2.8.1.3 Pre-order responses: 494 students
2.8.1.4 Waiting list responses: 17 students (as of 10 May)
2.8.1.5 Distribution pushed back to end of W12/Swot Vac (dates to be confirmed) due
    to Malaysia's General Election public holidays
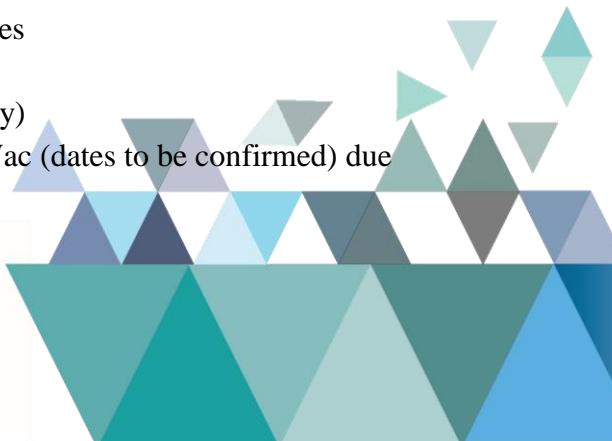
2.8.2 Event coverage form:

2.8.2.1 Closed for this semester

2.8.2.2 50 events covered: 15 videos

2.8.2.3 2 events more than S1/2017

2.8.3 Social media:

2.8.3.1 Instagram:

    2.8.3.1.1   Average of 300 profile visits daily

    2.8.3.1.2   700 followers (as of 8 May)

    2.8.3.1.3   Portraits of Monash and Random Sh*t Around Campus garnered most views

2.8.3.2 Facebook:

    2.8.3.2.1   Post engagement up by 83% (MCW and MCN)

    2.8.3.2.2   Reach almost 16,000 users (improvement by 85% for the past month)

2.8.3.3 Website:

    2.8.3.3.1   April: 1000 new visitors

    2.8.3.3.2   MCN write-up most viewed

2.8.3.4 Twitter:

    2.8.3.4.1   17K tweet impressions

    2.8.3.4.2   Denim Dance tweets most engaged

(Head of Clubs & Societies, Sharik mentioned that there was a problem with event coverage forms submitted by a club. Editor Elizabeth said general regulation still applies to everyone. She added on by saying that the specified club has forwarded an email to them but no follow up was made after that so nothing was done from the Editors' side. She continued by saying that the club has submitted it late and the club was unsure of the extent of coverage but it has been explained to them by the Editors.)

(Wom*n's Officer Melinda mentioned that the Wom*n's Officers had certain guidelines for the photographers and videographers to comply for their event, Denim Dance but when the pictures were posted up, they realised that some photographers and videographers were not informed beforehand and they have also contributed to the MONGA album. She added on by saying that there were also other people's contributions on the album and they were part of the press team as well. Editor Elizabeth said a meeting can be held between the Editors and the Wom*n's Officers after this MSC meeting to discuss further about this.)

(Wom*n's Officer Melinda mentioned that specific guidelines have been set for Denim Dance coverage and they have informed the videographer beforehand but the press team went against the guidelines set. Editor Elizabeth said a meeting can be held after MSC meeting to talk further about it.)

(Wom*n's Officer Melinda asked if the Editors will send the videos to the relevant department beforehand for screening purpose before uploading it on social media. Wom*n's Officer Medha said no notifications are sent to the relevant department if the videos/photos are published on the page. Editor Desmond said this can be discussed during the meeting later as the issue is unclear now. Editor Elizabeth said the departments that are requesting for their service will need to talk to the Editors directly about the specific guidelines set so that they are aware of it as well as they will be the one that are responsible for their subcommittees' actions.)

(Editor Elizabeth said usually the videos will not be sent to the relevant departments beforehand. She added on by saying that if there are any special requests, the departments will need to state on the event coverage form and send them an email about it as well.)

(MUISS Country Representative Officer Charulatha asked if there is any specific aspect of the event that will be emphasised by the photographers when the pictures are taken. She added on by saying that for MCN, there were less photos of performance but more photos of the guests. Editor Elizabeth said the department can specify anything and everything on the event coverage form and the Editors will work based on their request.)

Contributed by,
Desmond Chin, Elizabeth Gerard, LingJie Tuang, Terence Kong
MUSA Editors

Motion #11: Acceptance of Editors' Report

Accepted by: Jovita Catherine Lewis

Seconded by: Hasan Habab

2.9 <u>School of Arts & Social Sciences Representatives' Report</u>

Date   : 18th of May 2018

Attention to   : All departments and divisions

Purpose   : To inform

2.9.1   Mingle Night

Date: 22nd of March 2018

2.9.1.1 SASS Nights are nights where students from the School of Arts are able to socialise and make new friends from the same school as them. The event were organised at night within the vicinity of the campus. Students were not charged for attending this event. Free food and drinks from Frankie's Catering were provided. The night consists of games and mingling. A short period of time were given within the night for the seniors and juniors to exchange questions and answers regarding the units they take.

2.9.1.2 A deposit of RM 10 were collected from those who are interested in attending. After paying the deposit, students will each be given a receipt which needs to be kept until the day of the event as it must be shown to the event committee members for entry approval.

2.9.1.3 The RM 10 were returned to them on the day of the event.

2.9.2 Educators' Appreciation Day

Date: 9-12 April 2018

2.9.2.1 A collaboration with all school representatives.
2.9.2.2 Held from 9th April to 12th April 2018.
2.9.2.3 Invitation emails were sent to all lecturers across all 7 schools.
2.9.2.4 A booth and photo booth were set up to allow students to leave appreciation
       messages for their lecturers and to take photos with their lecturers.
2.9.2.5 Thank you to all School Reps that made it possible!

2.9.3 Movie Night collaboration with SoIT and SoB

Date: 27th of April 2018

2.9.3.1 Movie Nights are held for the enjoyment and relaxation of the students. It was held at GSC, Summit USJ and will only be open to 30 students who would have to pay a fee of RM 8 for the tickets. The money will be used to cover the remaining cost of the tickets or if there is excess money, it will be used to purchase popcorn.

2.9.3.2 Tickets will be pre-ordered by the students. A Google form will be opened for a time period after which they will have to make the payment of RM 8. Students who fail to pay up by the deadline will not be allowed to go for the movie and the tickets will be given to those on the waiting list.

2.9.3.3 If not enough students sign up for the movie night, we will open it up to other schools.

Contributed by,

Joshua Wisely & Leanne Lee

School of Arts and Social Sciences Representatives

Motion #12: Acceptance of School of Arts & Social Sciences Representatives' Report

Accepted by: Mazin Elshazali

Seconded by: Chin Desmond

2.10 <u>School of Business Representatives' Report</u>

Date: 18th of May 2018
Attention: All departments
Purpose**:** To inform

    2.10.1 SOB x SASS x SOIT Movie Night:

    2.10.1.1 School of Business, School of Arts and School of IT collaborated on our Movie Nights, held on 27th April, at GSC Summit USJ to watch Avengers Infinity War. We booked the whole THX certified cinema hall, seating a total of 276 participants, 166 from School of Business, with two free drinks and one large popcorn to share per pair. Tickets were sold at RM8 per person on first come first serve basis.

    2.10.1.2 Improvements could have been made on efficiency in arrangement and allocation of seats during movie night. Otherwise, great success as managed to sell out tickets within 4 hours on first day of booth duty, and students thoroughly enjoyed the experience.

2.10.2 Instagram Page and Giveaway:

2.10.2.1 Created an Instagram page with handle **musa.facbus** to reach out to students who use Instagram more than Facebook.

2.10.2.2 Updated with School of Business events, other Monash related-events and motivational quotes. Intend to transition to a "did you know" segment and study tips for our Instagram story.

2.10.2.3 Conducted a mini giveaway of Monash Malaysia Merchandise, prizes being gym bag & tumbler / hoodie and tumbler. Winners were announced on Instagram live and have collected their prizes.

2.10.2.4 Special thanks to MUSA Monga (Editors) and MUSA official page (Publicity) for the shoutout.
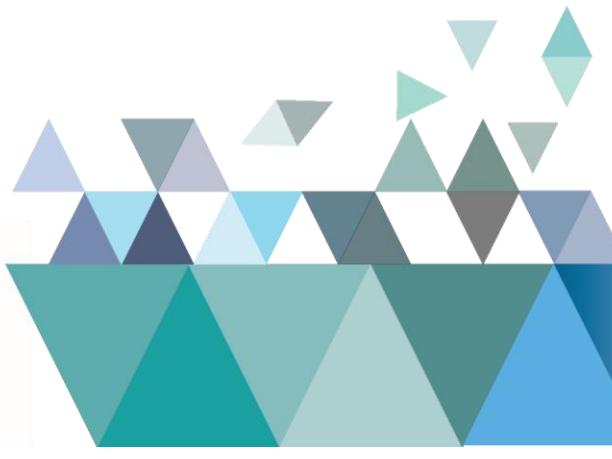
Monash University Student Association
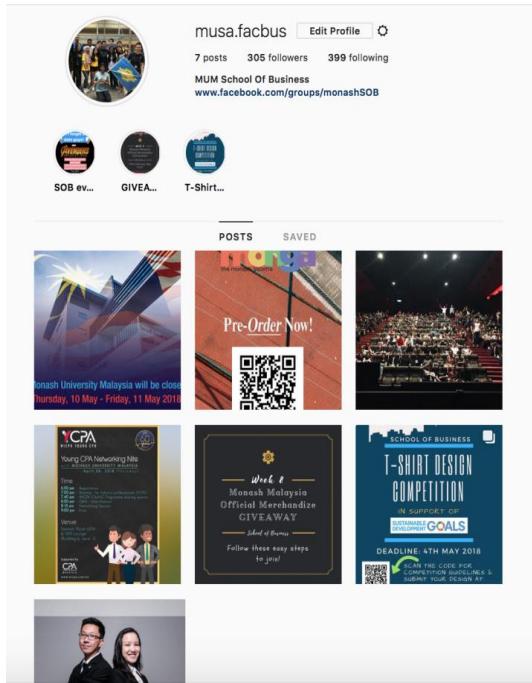
2.10.3 SETU Giveaway:
  2.10.3.1 Held this week (Week 11) during Thursday and Friday (17th and 18th May), booth open from 10am-5pm. Aim to create more awareness of SETU survey and act as a pre-exam de-stress giveaway, reaching out to more than 1200 students.
  2.10.3.2 Food items given out upon completion of SETU survey by School of Business student or student taking School of Business unit(s) were:
  Thursday:- Famous Amos cookies OR Magnolia ice cream (proceeds given to charity)
  Friday:- Krispy Kreme doughnuts OR Kindee Bakers brownies

2.10.4 Educator's Appreciation Week:
  2.10.4.1 Collaboration between all school representatives for this initiative, held from 9th April till 11th April. Notes provided to students to write messages of thanks to educators, and photo booth for students to take photos with educators.
  2.10.4.2 Educators who took photos were entered into lucky draw, with three winners announced on Facebook live, each winner receiving RM200 One Utama voucher.
  2.10.4.3 Hand-delivered students' messages, photos from photo booth, along with thank you card and chocolates to all educators. Received positive feedback from all, especially educators who loved the heartfelt & touching messages.

Monash University Student Association

2.10.4.4 Big shoutout to all the representatives who were so cooperative and active in collaborating on this event. Also many thanks to the editors who were on standby at the photo booth and took amazing photos! (Case in point below)

MONASH University
MALAYSIA
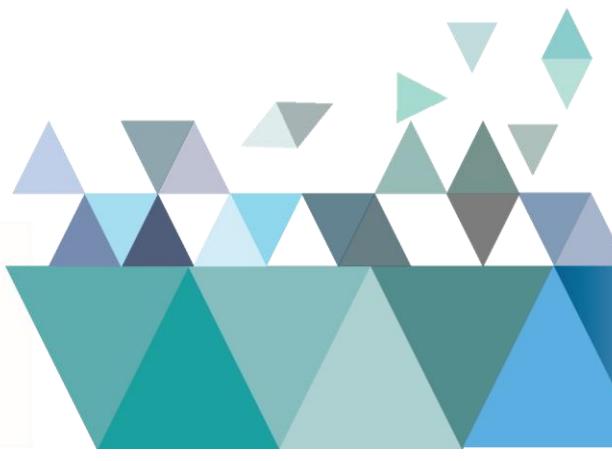
Monash University Student Association

An educator is like a burning candle, it consumes itself to brighten the lives of others.

2.10.5 Staff Student Liaison Committee (SSLC) Meeting (Week 9):
   2.10.5.1 Main Meeting Agendas
     2.10.5.1.1 Lecture recordings (for all SOB units)
       2.10.5.1.1.1 We have collected students' opinions who would like to have lecture
          recordings for all School of Business Units.
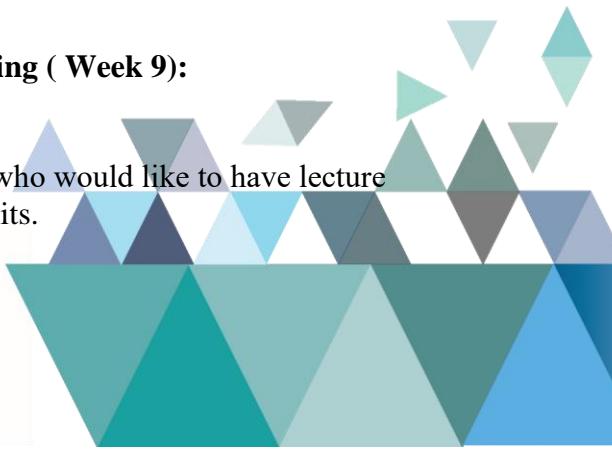
2.10.5.1.1.2 We suggested the recordings be done using the new "panopto" system.

(School of Business Representative, Zu Peng mentioned that according to SSLC committee, there is not enough demand from students for lecture recordings. SSLC has also mentioned that students cannot be asked directly about the lecture recordings as it will trigger them to say yes and it will be implied to students that lecture recordings should be implemented. SSLC has requested the representatives to be neutral to get feedbacks from the students and if there are insufficient feedbacks, the request will not be valid as the request will seem like it did not represent the whole general student population.)

    2.10.5.1.2 Exam Timetable Issue.
        2.10.5.1.2.1 Two exams back to back on the same day, a source of distress for students. Can rearrange timetable schedule to spread out exam dates.
        2.10.5.1.2.2 To be resolved beginning of next semester after further discussion with Student Services.

(School of Business Representative, Zu Peng mentioned that for timetable clashing issue, the related students will be quarantined to do the exam and it is difficult for CMO to change the exam timetable as it has been set by Monash University Australia.)

    2.10.5.1.3 Computer log on speed
        2.10.5.1.3.1 Student facing problems on logging in in computer lab 3, room number 9409, as part of unit ACW 2851, Accounting Information System, and no change despite software reformatting from ITS. Suggestion for ITS to create a team to check up on computers on daily basis.
        2.10.5.1.3.2 Some lecturers also recommended changing the computers itself. Mismatch between old models and new software, hence slow speed.

(School of Business Representative, Zu Peng mentioned that express terminal computers which are placed near the printers that takes more than 2 minutes for students to get logged in will be changed during the semester break.)
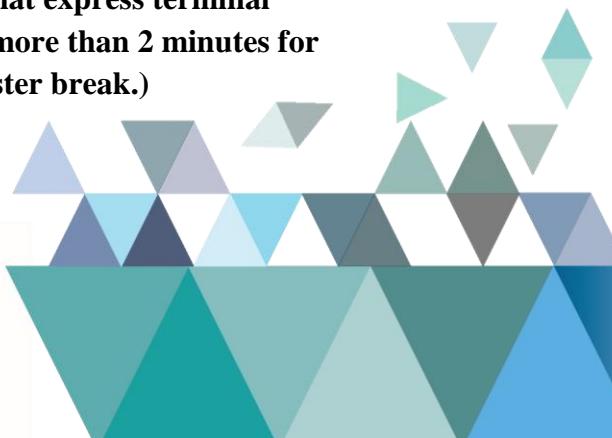
(1) Lab 9:

User	Location	PC No	Time login (user hit enter until desktop appear)
nbjam1	lab 9	3000332A	1:38s
elcc0010	lab 9	3000339A	1:36s
zsoh0003	lab 9	3000333A	2:01s
skkon6	lab 9	3000335A	1:57s

The above test were done on PCs that were already booted up and in standby mode.

(2) Lab 3 – student reported there are a few PCs which cannot be used. However we could not do the test since the class is on-going.

ITS will check all identified PCs by Fri 4/5, we will update you on the finding and the resolution actions.

(3) LLC ground area, all students feedback login time below 2 mins for desktop and laptop.

ITS observation:

- 1 PC in LLC training room – faulty monitor – ITS to change this.

- 1 PC in LLC training room (70005068) – boot up time took 2:15s – ITS to check on this unit.

(4) Other feedback:

   a. Express terminal in LLC are found to be very slow – ITS explained those units are old (more than 5 years) and due to be refreshed by this year.

   b. Kiosk at 5D B9L3 – quite slow – ITS informed those units are also old model and due for refresh.

Extra information on ITS observations randomly in other labs (B9L4) today 3/5 from morning till 3pm.

Lab 1: 1:35
Lab 2: 1:44
Lab 3: 1:45
Lab 4: 2:00
Lab 8: 8:45, 4:25, 7:21 – note: The slowness is caused by the 2 extra/new software that I mentioned (Android Studio and Eclipse) which we will find a solution to reduce the login time.

Thank you for the participation. We'll update you on the outstanding items above.

Thank You & Kind Regards.

2.10.5.1.4 Feedback on the lecturers
   2.10.5.1.4.1 Student suggested that ECW1102 lecturer can improve on explaining content of lecture and mismatch of information given on same topic over the span of classes. Also have multiple grammar errors in examination papers. Suggested spell and grammar check before release of papers.
   2.10.5.1.4.2 Student suggested that ETW 2410 lecturer elaborate more on harder subtopics within unit. Example: Proofing and more elaboration beyond slide content.

(Kelly Lee Jia Yee left at 8.06 pm.)

2.10.5.1.5 Course Facilities
   2.10.5.1.5.1 Tables rusty and in bad shape. Suggested to have a regular check of facilities.

Monash University Student Association

(School of Business Representative, Li San said the School of Business Representatives have received a complaint from a student saying that a table was rusty in the class and the table broke, almost to cut her friend's leg. She added on by saying that it is a dangerous hazard and they have forwarded the complaint to FMD.)

> 2.10.5.1.5.2 Currently recruiting students interested in being part of FMU's intelligence task force, under Ms Maggie. Involves volunteers to spot any facility problems, put furniture back in correct place and turn off any lights/airconds not in use.
>
> 2.10.5.1.5.3 Working hours: Weekdays, 1 hour per team. Total of 3 teams, 2 person per team. (Need 6 people). RM 9 per hour per person. (estimated RM270 for whole week).

(School of Business Representative, Zu Peng mentioned that Welfare Officer Shaun wanted the loungies to be part of FMU'S intelligent task force. Mr President said it will be better if the general student population are part of the team as it will be an opportunity for them to voice out as well. School of Business Representative, Li San mentioned that Ms Maggie wanted involvement from the general student population as well. Welfare Officer Dilhara said the students can be recruited through MUSA if needed to.)

2.10.6 Ongoing events:
  2.10.6.1 SOB T-Shirt Competition
    2.10.6.1.1 Competition deadline was extended to 4th May, Friday, and we have received a total of 27 design submissions from 14 participants. After shortlisting, 16 designs have been chosen and some students design more than one.
    2.10.6.1.2 Online voting (Google forms to avoid bias-ness), has commenced in Week 11, with designs displayed in foyer area. Voting will be closed on Monday week 12, winners will be announced on Thursday and prizes will be distributed on Friday. Cash prizes are RM800, RM 500 and RM300, and other consolation prizes.

(Activities Chairperson Ryan asked if any benchmark has been set by SSLC for lecture recordings requests. School of Business Representative, Zu Peng said SSLC did not specify a number but the request for lecture recording for a unit must be at least 50% of the total students enrolled for that unit.)

(Head of Clubs & Societies, Sharik asked about the number of students that have requested for lecture recordings so far. School of Business Representative, Li San said only 4-5 students have requested for it so far since it cannot be asked to the students directly. She added on by saying that the previous form that was passed around in classes to get students' signatures for lecture recordings was not accepted by SSLC as according to them, it could have triggered the students hence, the responses received may not reflect the students' own opinions. She mentioned that the online SSLC form is the only valid form for students to submit their requests as of now.)

(Activities Chairperson Ryan asked whether the students' request will be considered if it is written on the SETU form. School of Business Representative, Zu Peng said the structure of the SETU form was designed by Australia but students can write their request for lecture recordings under the 'improvement' section and SSLC may consider it if many similar responses were submitted.)

(Editor Elizabeth asked if there is any other way for students to submit their request for lecture recordings apart from the SETU form. School of Business Representative, Li San said students can use the online SSLC form which has been pinned on the School of Business Facebook page but a valid reason is required.)

Contributed by
Soh Zu Peng and Tiong Li San
School of Business Representatives

Motion #13: Acceptance of School of Business Representatives' Report

Accepted by: Wong Choon Kwang, Raymond

Seconded by: Nur Sharikul Huda

2.11 School of Engineering Representatives' Report

Date: 18th of May 2018
Attention to: All departments & divisions
Purpose: To inform

2.11.1 SOE X SOS Movie Night at GSC Cinemas

2.11.1.1   2nd of May 2018, 8PM - 10.30PM (Week 9, Wednesday)

2.11.1.2   200 students from School of Engineering attended to watch Avengers: Infinity War.

2.11.1.3   Google registration form was released on our Instagram page 13 days before the event where all 200 slots were filled up in 2 minutes 12 seconds.

2.11.1.4   Deposit of RM10 was collected throughout the week and we returned it during ticket collection which was held 2 days before the event.

2.11.1.5   We managed to hand out all the tickets in one hour.

2.11.1.6   There were large popcorn to be shared between 2 students and a large drink for each student which were handed out 30 minutes prior to the movie.
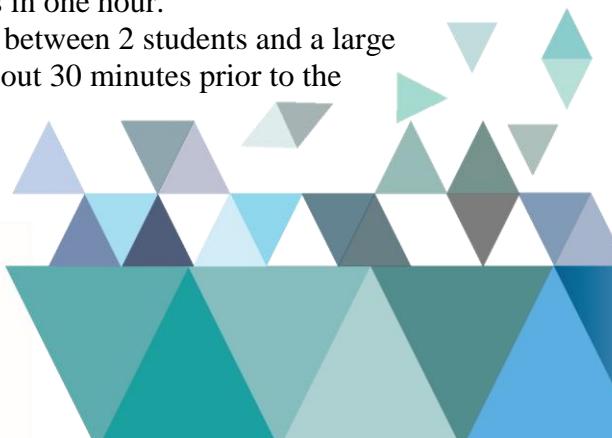
2.11.1.7   Everyone managed to enter the cinema before the movie started and they enjoyed the movie very much.

2.11.1.8   We took a group picture before the movie started as there are multiple exits in GSC Cinema which might cause a confusion if we take the picture after the movie.

2.11.1.9   All in all, it was a successful event and special thanks to School of Science for making this collaboration a success.

2.11.1.10   However, there was a confusion whether or not to allow postgraduates to join MUSA's events.

(School of Engineering Representative, Crystal mentioned that School of Engineering Representatives were not informed that postgraduate students are not allowed to join any MUSA events hence, they have allowed one postgraduate student to join the Movie Night which has then caused dissatisfaction among other students.)

(Mr President said MUSA events are technically open to all students, not restricted to undergraduate students only but certain consideration should be taken for high-demand events such as Movie Night by prioritizing undergraduate students. He added on by saying that postgraduate students have their own postgraduate association which is MUPA and they are getting separate budget from MUSA as well.)

(School of Engineering Representative, Crystal asked for ways to distinguish undergraduate and postgraduate students. Head of Clubs & Societies, Sharik said the registration forms can be designed in such a way that will require the students to fill up more details about their education level. School of Engineering Representative Rickque said students can easily give false information. Head of Clubs & Societies, Sharik said there is no any actual way to do it unless all the student IDs are compiled and CMO will need to filter the IDs compiled. He added on by saying that one other way to solve this issue is by selling the tickets by batches and students ID collected from each batch can be sent to the CMO instead of sending a huge number of IDs all at a time.)

(Editor Elizabeth asked if it has caused a big problem among students. Head of Clubs & Societies, Sharik said students may have assumed some biasness involved as the postgraduate student that was allowed to attend the Movie Night was known to be in MUSA in prior years.)

2.11.2 ITEX Field Trip at KLCC (Collaboration with IEMSSS)

2.11.2.1   12th May 2018, 8AM - 2.30PM (Week 10, Saturday)

2.11.2.2   A total of 30 students signed up for the event.

2.11.2.3   Participants left Monash ay 8.40AM and reached Suria KLCC at 9.15AM and proceeded to the convention centre by foot.

2.11.2.4   Participants were briefed to gather at the same place at 1.30PM after viewing the exhibits.

2.11.2.5   From there and out, it was free and easy. Participants registered using the QR code at the kiosks and entered the convention centre to view the exhibits.

2.11.2.6   At 1.30PM, the participants gathered at the aforementioned venue and a head count was done.

2.11.2.7   Everyone walked to the bus and managed to reach safely at Monash at 3.20PM.
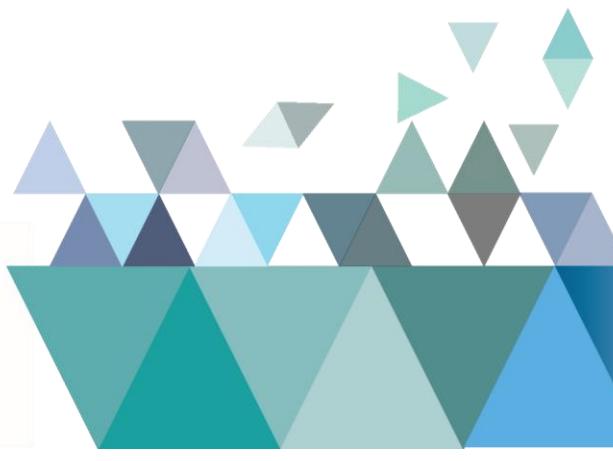
Contributed by,

Lim Rickque & Crystal Thew

School of Engineering Representatives

Motion #14: Acceptance of School of Engineering Representatives' Report

Accepted by: Chin Desmond

Seconded by: Jovita Catherine Lewis

2.12 School of Information Technology Representatives' Report

Date: 18th of May 2018

Attention To: Monash Student Council

Purpose: To inform council members on the activities and initiatives carried out by the school

   of IT

2.12.1 The recruitment of 6 subcommittees
2.12.1.1   Decision made on 9th of March
2.12.1.2   Subcommittees are:
  2.12.1.2.1 Suvashish Chakraborty
  2.12.1.2.2 Aiman Iskandar bin Murhiz
  2.12.1.2.3 Ashraf Bin Alias
  2.12.1.2.4 Amber Song Xin Ying
  2.12.1.2.5 Arthur Lam Jian Shun
 2.12.1.2.6 Karthiaaini Dewi

2.12.2 SOIT Mingle Night
2.12.2.1   Organised and headed by Amber Song
2.12.2.2   Achieved cap of 100 pax
2.12.2.3   Venue is in front of Audi 1, due to the lack of spaces all around Monash
2.12.2.4   Event was a success, next semesters Mingle Night will still be headed by Amber

2.12.3 Skytrex Trip
2.12.3.1   Organised and headed by Ashraf bin Alias
2.12.3.2   Cap of 20 pax, however only 10 people participated. This is mainly due to the overuse of Skytrex trips, and bad timing
2.12.3.3   Event was still a success, everyone participated had a great time.
2.12.3.4   Next semester will be District 21, or 21 Jump street, and will still be organised by Ashraf

2.12.4 SOBxSASSxSOIT Movie Night
2.12.4.1   Organised and headed by Aiman Iskandar
2.12.4.2   Venue, and promotional deals that is the THX halls and popcorn deals were from Karthiaaini Dewi
2.12.4.3   200+ participants, 80 pax was allocated to the SOIT
2.12.4.4   Due to the sheer volume of people, things got hectic during the registration
2.12.4.5   Things to improve on:
  2.12.4.5.1 Having students pick their seats directly before the movie starts was the reason it was so hectic. Should have either allocate the seats before the event, or don't allocate the seats at all and let the students just pick their seats. I take responsibility for the decision made to do so.

2.12.4.5.2 Students were booking seats for their friends, on occasion they would book 10 to 20 students which clogs the line. Again not to the fault of the students as the registration was not supposed to be like this. We imposed a limit that if the student that are not physically present, they will not be considered present. Students that came early to do so were understandably upset about this. The policy should have been implemented from the start, and students should be informed that they cannot book for their friends

2.12.4.5.3 Since the popcorns are to be shared, it caused some issues with students who are in odd number groups or students that came alone. It was solved by splitting the popcorns into separate bags. We would try to avoid sharing next time

2.12.4.6 We would like to thank the School of arts and School of business for collaborating with us!!!

2.12.5 T-Shirt competition
2.12.5.1 Winner has been picked

2.12.5.2 We will start ordering shirts next semester so next semester students would get the shirts as well

2.12.6 Future initiatives for Semester 1
2.12.6.1 SOIT BBQ Night which will be held at La Costa

Attention to: Monash Student Council

Purpose: To endorse

(School of Information Technology Representative, Skyler Ng mentioned that all the motions that will be raised under School of Information Technology Representatives' report have been discussed with all the school representatives beforehand.)

2.12.7 MUSA Treasurers to publish a financial transparency report on MUSA Facebook page.
2.12.7.1 To be done on a bi-monthly basis

2.12.7.2 Should include all the detailed financial breakdown of all MUSA events that have happened during the two months.

MONASH University
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2.12.7.3　　The breakdown should include the breakdown in the proposed budget expenditure, and the actual expenses incurred, so basically like a compiled budget comparison report.

2.12.7.4　　Every breakdown must contain a preamble to put the financial numbers in context.

(Head of MUISS, Mazin asked for the reason on why it is not to be done on a monthly basis instead. School of Information Technology Representative, Skyler Ng said it will be unfair for the Treasurers as they already have many things to do.)

(School of Business Representative, Li San asked about the person in charge for the compilation of the reports. School of Information Technology Representative, Skyler Ng said the Treasurers will be compiling the reports as it will be more credible.)

(Treasurer Jaesivan mentioned that it will be easier if the respective departments attach their financial report together with their event report and present it in MSC meetings. School of Information Technology Representative, Skyler Ng said it will be more transparent and credible if it comes from the Treasurers themselves as some departments may tend to amend some figures.)

(Mr President mentioned that this motion was supposed to be in his report initially but it has been removed because it will be repetitive as it has already been included in School of Information Technology Representatives' report. He added on by saying that currently, the respective departments need to submit the financial reports to the Treasurers within 10 days after their event. He suggested that the departments can then attach their financial report together with their business paper and present it during MSC meetings. Treasurer Jaesivan added on by saying that MSC meeting minutes are published online so enclosing financial statements in the MSC meetings also creates transparency.)

(Activities Chairperson Siemone said it will be better if the respective departments compile the financial reports by themselves as it will be approved by Treasurers anyway so it will still be credible.)

(Treasurer Jaesivan said the process will be more straight-forward and easy if the financial reports are presented during MSC meetings as respective departments still need to give an event report to be presented during MSC meetings. School of Information Technology Representative, Skyler Ng said this motion is to publish the
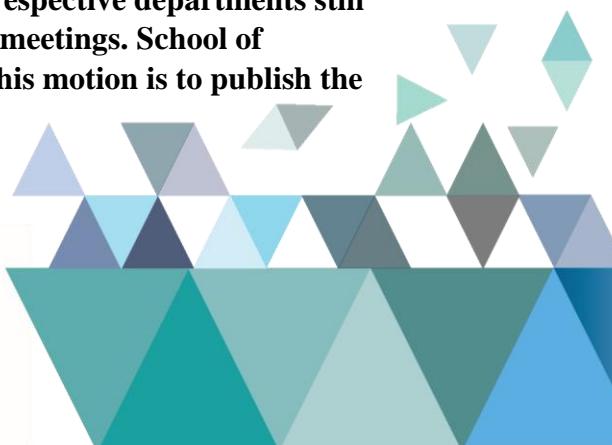
financial report openly on MUSA Facebook page, instead of keeping it hidden within the MSC meeting minutes. Treasurer Jae said MSC meeting minutes are not hidden as they are published on MUSA website. Head of Clubs & Societies, Sharik said it is not public and School of Information Technology Representative, Skyler Ng added on by saying it is not explicitly stated.)

(Head of Clubs & Societies, Sharik mentioned that there will need to be a strict process if this motion gets carried as students need to know how MUSA actually functions as currently, students see MUSA as a whole and they are unsure of the budget allocation within MUSA. He added on by saying that a detailed explanation, together with the financial report need to be published as well to clarify to the students.)

(Activities Chairperson Ryan said it will be better if it the financial reports are published on MUSA website page instead of the MUSA Facebook page. School of Information Technology Representative, Skyler Ng said the visiting rate of the MUSA website page is low and to make any updates, MUSA will need to go through ITS. Mr President mentioned that webmaster and full access of the MUSA website page has been passed to MUSA Publicity Officers however, they will be monitored by the administration to ensure the contents are appropriate and reasonable.)

(Activities Chairperson Ryan asked about the motivation behind this motion. School of Information Technology Representative, Skyler Ng said that some members within MUSA are not sure of the actual expenditures that have incurred for events as the actual budget breakdown is not shown to anyone except to the Treasurers. Treasurer Jaesivan said anyone can view the financial reports that have been submitted if they really want to as there is no any secrecy policy practised by the Treasurers.)

(Activities Chairperson Ryan mentioned that this problem could have been solved better if the budget meeting that was held earlier this year was more structured. Treasurer Jaesivan said it is pointless to put detailed explanations in the budget proposal as the budget may differ from the actual expenses. School of Information Technology Representative, Skyler Ng said this explains the need to present both the budgeted expenses and actual expenses for comparison purpose.)

(Head of Clubs & Societies, Sharik asked if there is any particular reason as to why the financial reports need to be published to the students on MUSA Facebook page as financial issues are sensitive and students may tend to blow it out of proportion. School of Information Technology Representative, Skyler Ng said the breakdown will explain to the students on how MUSA is spending the money.)

(Activities Chairperson Siemone said students are unsure of what the individual departments within MUSA is actually doing and this budget breakdown will confuse them even more. School of Information Technology Representative, Skyler Ng said a preamble needs to be given so that it can be in line with the numbers published and suggests that the preamble comes from the respective departments. Mr President said the preamble needs to be specific and justify the expenses.)

(Treasurer Jaesivan mentioned that if the financial reports are to be published to the students and if the explanation provided is inaccurate or not accepted by students, it will cause more chaos.)

(Activities Chairperson Siemone said students failed to understand that a bigger picture needs to be taken into consideration before an event is organised. She added on by saying that it is usually difficult to explain a single purchase to someone and a single event will definitely have multiple purchases which then makes the situation even more difficult.)

(Treasurer Jaesivan said a simple explanation may not be sufficient for students to understand about the whole budget breakdown. School of Information Technology Representative, Skyler Ng said the respective department will be required to write the preamble by themselves. Treasurer Jae continued by saying students may misinterpret the explanation provided and purpose of the expenditure. He added on by saying that in the interest of transparency, one of the best ways is to present the financial reports together with the event reports during MSC meetings and if the students are really curious, they will definitely attend the MSC meetings and/or read the MSC meeting minutes. He added on by saying that without proper planning, this motion will cause more problem to MUSA itself as students may not know the amount of money that is required to plan for an event. Treasurer Jaesivan said that he is not on board with the idea of publishing the financial reports as a single document on the MUSA Facebook page.)

(Head of MUISS, Hasan mentioned that any official documents should not be published to the public especially when it involves money. Mr President said it will be easier for the departments to justify their expenditures by presenting it during MSC meetings as MSC meetings are live streamed. Treasurer Jaesivan added on by saying that questions or doubts can be raised directly to the departments involved during MSC meetings instead of assuming things.)

(Activities Chairperson Ryan said since MUSA Publicity Officers have gained full control of the MUSA website page, the website page will be a better platform than MUSA Facebook page for the presentation of financial reports. School of Information Technology Representative, Skyler Ng said the visiting rate of the MUSA website page is still low eventhough MUSA has the control of the page. Activities Chairperson Ryan said important announcements and notices will get lost in traffic if all were to be published on MUSA Facebook page and if the students are really concern, the students should go to the right place which is the MUSA website page.)

(Head of Clubs & Societies, Sharik mentioned that Clubs & Societies have considered to publish their budgets as well but he felt that students may not know how to deal well with numbers especially when it involves big numbers. He suggested that the respective departments will need to present the financial reports during MSC meetings or the Treasurers can present the financial reports on behalf of the departments during MSC meetings. He added on by saying that publishing the financial reports on MUSA Facebook page can be very dangerous and preamble provided may not be helpful at all times.)

(School of Information Technology Representative, Skyler Ng asked if it is possible to suspend the motion. General Secretary said the motion can be considered as lost.)

(General Secretary declared the motion as lost as council members could not decide on the best way to go about it.)

Motion #15: MSC to accept MUSA Treasurers to publish a financial transparency report on MUSA Facebook page on a bi-monthly basis.

FOR:

AGAINST:

ABSTAIN:

Motion is LOST.

(Crystal Thew Xue Er left at 8.50 pm. She grants her voting right to Chin Desmond from School of Engineering.)
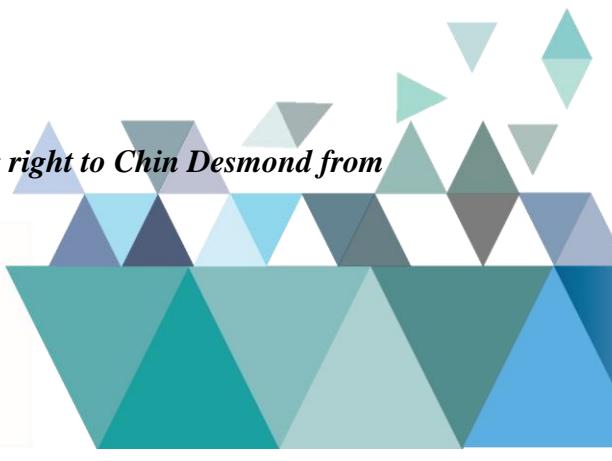
2.12.8 Request for two consultancy days for both the MUSA Treasurers, one on Monday and one on Tuesday (2 hours on each day within office hours).

    2.12.8.1   Reason was to ensure that there will be a guaranteed period for everyone to submit important documents as there are feedbacks that the Treasurers are not in office all the time.

    2.12.8.2   The days were chosen as such because the submission need to be done earlier in the week.

(Head of MUISS, Mazin asked about the purpose of the consultancy hours. School of Information Technology Representative, Skyler Ng said consultancy hours will guarantee the presence of Treasurers in the office during the specified time.)

(Activities Chairperson Siemone asked if there has been an issue by just texting or calling the Treasurers if they are not in office when needed. School of Information Technology Representative, Skyler Ng said this motion has been raised so he cannot say yes or no to that question.)

(School of Science Representative, Ethan Wong said school representatives organize so many events and they will need to submit the proposals on time and sometimes, it is frustrating when the Treasurers are not in the meeting during their free time. He added on by saying that it will be good to have a fixed consultation hours so any enquiries can be made easily and it will be easier for other departments as well.)

(School of Business Representative, Zu Peng said one of the Treasurers' timetable is not pasted on the blue board outside of their room and even if the timetables are there, sometimes they may not be in during their breaks so it will be easier to have a specified consultation hours.)

(Student Representative Benjamin Goh said it feels like some of the school representatives are talking behind someone's back as there has been a separate discussion going on among the school representatives while the discussion about the motion is going on now among the rest of the council members. He added on by saying that this seems to be unethical as a lot of important things are being discussed but he feels like the school representatives are not going through the person that they are supposed to go through.)

(Treasurer Jaesivan explained that there has been a separation of work between Kelly and himself to ease the process and so far, there has been no complaints from the departments that he has been dealing with. He added on by saying that there has been no consultation hours but the departments will usually call or text him when he is

needed and he will always respond to their messages as soon as he can. He continued by saying that it is very obvious that the school representatives are referring to his partner, Kelly. Treasurer Jaesivan asked the school representatives if they have tried texting or calling her when she was not in the office when needed. School of Information Technology Representative, Skyler Ng asked about the follow up if the answer is yes to the question. Treasurer Jaesivan asked for the reason behind the ineffectiveness and legitimate reasons to raise this motion as he is also trying to understand from their point of view.)

(School of Science Representative, Ethan Wong said sometimes an appointment will be fixed with Treasurer Kelly and she will not be there at the agreed time. He added on by saying that this has happened several times. School of Information Technology Representative, Skyler Ng said that the school representatives have legitimate reasons to raise this motion and they are not targeting anyone.)

(Mr President asked if a meeting was arranged with Treasurer Kelly to discuss about this before raising this motion in this MSC meeting. School of Information Technology Representative, Skyler Ng said job of a Treasurer is very important. He added on by saying that he realized that there is a problem by not talking to her before raising this motion but the school representatives still believe that this motion is very important as consultancy hours will guarantee the presence of the Treasurers in the office during the specified hours and if any submission has been delayed due to their absence, payment will be delayed by a week which will definitely affect the events. He continued by saying that he agrees that the school representatives should have discussed with Treasurer Kelly first but they still believe this motion is important.)

(Mr President said whatever that is being discussed now could have been told directly to the person involved instead of going through the whole MSC if a meeting was held prior to this with the person involved. He added on by saying that this issue could be handled in a better way by talking to Treasurer Kelly directly because right now she has left this MSC meeting early. He continued by saying that she could have justified her actions if she was here and Jae has not been handling school representatives' department so he cannot answer on behalf of her. Mr President said it is not right to make decision by just listening to one side of the story.)

(Editor Elizabeth said prior discussion should have been done as this issue is quite sensitive and could have been handled better instead of running a motion in MSC straightaway.)

(School of Business Representative, Li San asked Treasurer Jaesivan if he can be approached by the school representatives in the event if Kelly is not present in the office. Treasurer Jaesivan said can. He added on by saying that the school representatives can submit financial documents and budget proposals to him as well and he will go through and let them know if any amendments need to be made.)

(Treasurer Jaesivan explained that the only reason on why Kelly needs to do that before this is because she is the one that has been overlooking school representatives' department and she will need to record it in her file as Treasurers have their own Excel sheet where expenditures of all departments are recorded. Treasurer Jaesivan continued by saying that Kelly has her own ways to document the request and serial numbers accordingly. He mentioned that the school representatives cannot go through him directly but he can help to look through the documents and Kelly will need to be informed after that. He also explained that as long as everything is submitted before the Friday of the week, everything will be processed by the next Monday.)

(Treasurer Jaesivan went on by saying that he cannot speak on behalf of Kelly because he is not sure about her justification for not being in the office. He understands that work should have been separated from personal and social life and Kelly should have been there if she has promised, but to solve this issue, the school representatives can pass the request to him and it will be passed to Kelly later on. Treasurer Jaesivan stressed that the separation of work between Kelly and himself does not mean that he cannot accept any requests on behalf of Kelly and Kelly cannot accept any request on behalf of him. He finally said that as long as the motion goes, it is completely up to the school representatives if they still want to raise the motion but he completely disagrees with the fixed days for the consultation because Kelly may be more available on other days and he feels that the Treasurers should be given flexibility in choosing their consultancy days if the motion is raised.)

(Activities Chairperson Ryan said he agrees that Treasurer Kelly should have been in the office when needed to assist the school representatives in processing the requests. He then told the school representatives to separate themselves from MUSA position and he requested them to look at this issue from a student's perspective. He asked the school representatives if this motion really going to benefit the upcoming MUSA as much as it is going to benefit them this year because he feels like this motion is more favorable for the school representatives this year.)

(School of Information Technology Representative, Skyler Ng said Monday and Tuesday are chosen as the consultation days because the documents need to be submitted very early in the week but a specific time has not been set for the consultation. He added on by saying that this motion will definitely benefit the upcoming MUSA members as well as Treasurers will be expected to be in the office at
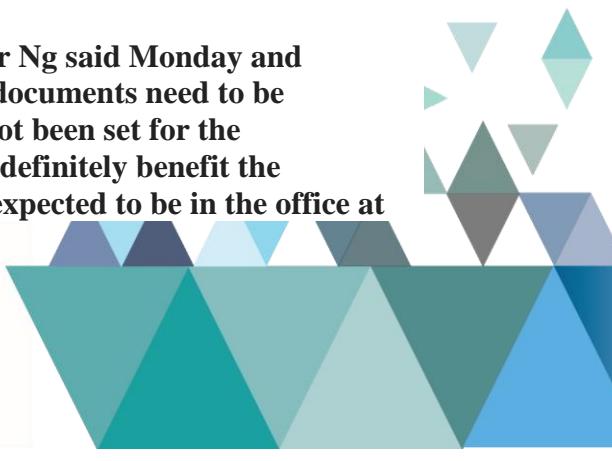
the specified time which will then ease the process for others to submit documents as well.)

(Activities Chairperson Ryan said that in his opinion, this whole issue can be sorted out with a simple discussion with Treasurer Kelly. Head of Clubs & Societies, Sharik said there are 2 options available; school representatives can run the motion but let the Treasurers to set their own consultation days or the school representatives should talk to Treasurer Kelly separately first before running the motion. School of Information Technology Representative, Skyler Ng told to the General Secretary that he wants to run the motion as the school representatives still believe that the consultation hours for Treasurers are needed and important.)

(School of Science Representative, Yi Qi said the motion is to ensure that the Treasurers are present in the office for a specified hours instead of texting or calling them all the time. She added on by saying that constant texting and calling is less efficient and submissions may get delayed. She suggested that the Treasurers can decide on the consultation days and time.)

(Activities Chairperson Siemone felt that it is very drastic to run a motion without Treasurer Kelly being present as she is unable to provide any justification. Head of Clubs & Societies, Sharik felt like there has been lack of communication between the two parties involved in the motion. Mr President said less events will be organized during semester break and a discussion can be held between the school representatives and Treasurer Kelly before the next MSC meeting.)

(School of Business Representative, Zu Peng said that the school representatives will talk to Treasurer Kelly first and see how it goes. He added on by saying that if the problem still exists after talking to her, then this will be discussed further again in the next MSC meeting. School of Information Technology Representative. Skyler Ng asked General Secretary if the motion could be suspended.)

(General Secretary mentioned that these set of motions that are being raised under School of Information Technology Representatives' report, were submitted to her at 4pm today, which was literally 2 hours before the commencement of the MSC meeting. She added on by saying that eventhough it was submitted last minute by School of Information Technology Representative, Skyler Ng and it should not have been accepted as it has been submitted past the deadline, she has accepted the motions because the motions are important and it may be too late to be presented in the next MSC meeting or to raise it through email. She has told them that anymore last minute submissions after this will not be tolerated.)

(General Secretary requested the council members to think carefully of the consequences and reasoning of the motion before raising any motion as this motion will be the third motion that got lost in this Semester, throughout all the 5 MSC meetings. She added on by saying that it will not be well portrayed in the MSC meeting minutes because it will look like the council members ourselves are indecisive and unclear with what we want and it shows inconsistency and instability among the council members.)

(General Secretary sternly told the council members to think carefully before raising any motion especially when it involves other departments and not to raise a motion for the sake of raising it. She has also strictly mentioned that anymore last minute submissions will not be tolerated at any cost even if it is very important because deadline is equally important as well and it is set for a reason.)

(Mr President added on by saying that a proper discussion with the related departments should be held if the motion involves other departments so that any unnecessary confusions and inconsistencies can be avoided.)

(General Secretary declared the motion as lost because Treasurer Kelly is not present to provide her justification and school representatives who have raised the motion have agreed to have a discussion with Treasurer Kelly first.)

Motion #16: MSC to accept the amendment in MUSA Handbook under Treasurers' portfolio to have two days (Monday and Tuesday) compulsory consultation days, with two hours on each day.

FOR:

AGAINST:

ABSTAIN:

Motion is LOST.

2.12.9 **To remove the '3 Warning Letters and you are fired' system via the following actions:**
    2.12.9.1   by removing the following parts from the MUSA Handbook
            Part 3, Clause 4, sub clause F and sub clause G

Part 5, General Secretary, Clause 6, sub clause A, sub sub clause IV

2.12.9.2   By adding a new clause for 'Vote of no-confidence', which means after an office bearer receives 3 warning letters from the General Secretary, a motion will be raised in the MSC meeting and other office voting members of MSC can vote accordingly

(General Secretary read out the mentioned clauses from the MUSA Handbook:

Part 3(4)(f) states that 'the maximum number of Warning Letters an office bearer can obtain is three (3)'.

Part 3(4)(g) states that 'the office bearer will be removed with immediate effect should they require a fourth letter'.

Part 5(6) (A)(iv) under the General Secretary's portfolio states that 'receiving of 3 warning letters will result in the termination of that office bearer'.)

(School of Information Technology, Skyler Ng mentioned that a vote of no confidence will be introduced. He further explained that after a particular office bearer receives 3 warning letters from the General Secretary, a motion will be raised in the MSC meeting and the motion will require 2/3 majority of the entire council in order for the motion to get carried. He added on by saying that the office bearer in question will get terminated if the motion gets carried.)

(Editor Ling Jie asked about the consequences if the motion receives less than 2/3 of the majority votes. School of Information Technology Representative, Skyler Ng said the particular office bearer will remain in the office. He further explained that if the same office bearer receives a 4th warning letter from the General Secretary, then it will trigger the vote of no confidence again and a motion with regards to this matter will be raised again in the MSC meeting.)

(Activities Chairperson Ryan asked if every MUSA member gets to vote or only the voting members of MSC are allowed to vote for this type of motion. School of Information Technology Representative, Skyler Ng said as per the Standard Operating Procedure, only the voting members of MSC are allowed to vote but this type of motion will require 2/3 majority of the voting members in order to get carried which is 16 votes.)

(Activities Chairperson Ryan asked about the consequences if both the partners of a specific portfolio have different opinions about the motion. Head of MUISS, Hasan said that they should abstain. Head of Clubs & Societies, Sharik said the concept will apply for other motions as well.)

Motion #17: MSC to accept the amendment in MUSA Handbook to remove the immediate termination of an office bearer after 3 warning letters system by making the necessary amendments; removal of Part 3(4)(f), Part 3(4)(g), Part 5(6)(A)(iv) under the General Secretary's portfolio and by adding a new clause for 'vote of no-confidence' in the most appropriate words and section.

**FOR: 15**

AGAINST: 0

ABSTAIN: 7

Motion is CARRIED.

(Melinda Anne Sharlini left at 9.17 pm. She grants her voting right to Medha Mehrotra from School of Arts and Social Sciences.)

2.12.10 Removal of an office bearer
2.12.10.1   Noting with great concern that the MUSA Constitution does not have any mechanism to remove any members of the MUSA (including the Exco) with the exception of a student referendum and extraordinary general meeting.
2.12.10.2   To amend the MUSA Constitution to add the following clause
   2.12.10.2.1 Vote of No-Confidence
      2.12.10.2.1.1   A motion can be raised during MSC to remove a member of MUSA
      2.12.10.2.1.2   Any members can raise it against any one of the members of MUSA
      2.12.10.2.1.3   Requires the member that raises it to give a compelling reason to the General Secretary to run the motion
      2.12.10.2.1.4   The vote can only be carried out once and requires a two third majority to pass.
2.12.10.3   The person that the motion was raised against must be present in the MSC meeting that contains this motion
2.12.10.4   The person must attend the MSC meeting in question

(School of Information Technology Representative, Skyler Ng mentioned that this motion is the same as the previous motion. Activities Chairperson Ryan asked what the difference between the two motions then is.)

(General Secretary explained on behalf of School of Information Technology Representative, Skyler Ng. She clarified that in the previous motion that has been carried, an office bearer will needs to get 3 warning letters from the General Secretary and then it will lead to the vote of no confidence but in this motion, an office bearer can be removed directly through MSC meetings without any prior issuance of warning letters.)

(Editor Ling Jie asked if the particular office bearer will be given a chance to justify his/her actions. School of Information Technology Representative, Skyler Ng said he/she will be given a chance to speak up during the MSC meeting.)

(Editor Elizabeth asked what constitutes whether the particular office bearer deserves 3 warning letters first or deserves to be removed straightaway without any prior warnings. She further asked why can't the office bearer that is raising the motion against the other office bearer request the General Secretary to issue a warning letter to the office bearer in question based on the compelling reasons instead of removing him/her straightaway.)

(School of Information Technology Representative, Skyler Ng said that the issuance of warning letters is solely based on the General Secretary's best judgement but through this motion, every member can have a say in either retaining or terminating the person. He added on by saying that they will need to give a compelling reason to the General Secretary to run the motion and the General Secretary cannot say no to that. General Secretary corrected School of Information Technology Representative, Skyler Ng by saying that she can opt to not run any motion if the reason provided is not justifiable and bias especially when it involves removal of an office bearer.)

(School of Information Technology Representative, Skyler Ng mentioned that any member will be able to raise a motion to remove a particular office bearer but needs to go through the General Secretary first but warning letters can only be issued by the General Secretary.)

(Mr President asked about the consequences if a motion to remove an office bearer failed to get 2/3 of the majority votes. School of Information Technology Representative, Skyler Ng said the motion will get carried if it gets 16 votes or else the particular office bearer will remain in the office.)
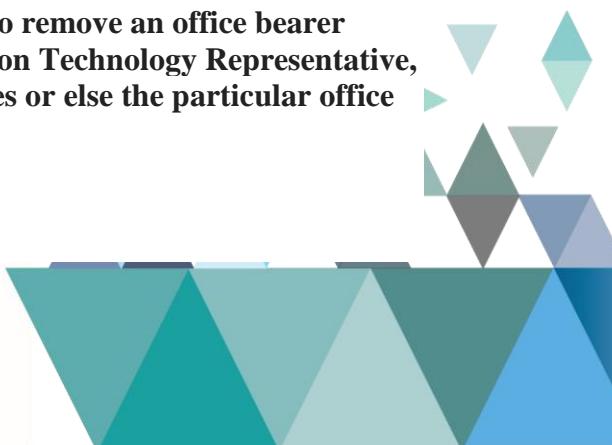
(Activities Chairperson Siemone asked in the event if this happens and an office bearer gets removed through the motion, what will happen to the position of the office bearer and his/her portfolio. She added on by saying that if an office bearer has received 3 warning letters from the General Secretary, the particular office bearer and his/her partner can prepare themselves for any serious circumstances that may or may not happen after that. She added on by saying that through this motion, no any prior warnings will be given to the particular office bearer as he/she may not expect this at all.)

(Head of Clubs & Societies, Sharik felt that the explanation given by Activities Chairperson Siemone is oversimplified. He added on by saying that for a motion like this to be raised at the first place, the particular office bearer should have messed up really big and this motion should only be raised with the office bearer in question to be present.)

(Head of MUISS, Mazin asked if the office bearer in question will be notified about this prior to MSC. General Secretary said agenda of all MSC meetings will be emailed to all the members 2 days before the meeting but the details of any motion will not be specified in the agenda.)

(General Secretary said in the event if any of the business papers contain any motion to remove an office bearer, the office bearer in question will be informed prior to the MSC by the General Secretary but this will only be done for this type of motion.)

(Head of Clubs & Societies, Sharik asked if a separate deadline can be set for submission of this type of motion. General Secretary said same deadline will apply to all kind of submissions; MSC business papers, apology and proxy letters. She added on by saying that if any office bearer really wants to raise a motion to remove a particular office bearer, the submission of the business paper that contains the motion should be submitted within the deadline set and no extensions will be given at any cost.)

(Editor Ling Jie asked if this motion requires the office bearer in question to receive any warning letters prior to the removal. School of Information Technology Representative, Skyler Ng said the office bearer can be removed without any prior issuance of warning letters but need to go through the General Secretary first.)

(School of Business Representative, Zu Peng said he understands the concern that some may have about this motion as this motion says that an office bearer does not get any prior warnings. He added on by saying that this motion intends to safeguard everyone because this motion says an office bearer can also be removed through 2/3 majority.)

(Editor Ling Jie asked about the objective of this motion. School of Information Technology Representative, Skyler Ng said there is no any specific objective but this motion aims to solve the issue of having only one person with the authority to remove an office bearer based on his/her own subjective judgement because this motion will require 2/3 majority of the votes.)

(General Secretary clarified to all the council members that it seems like the 'one person with the authority' that was stated by School of Information Technology Representative, Skyler Ng in this context is referring to the General Secretary's portfolio but she explained that MUSA General Secretary has authority to issue warning letters but not to remove or terminate an office bearer straightaway without any issuance of warning letters.)

(Activities Chairperson Ryan asked for an example of a situation that may warrant for a removal of an office bearer through MSC meetings. School of Information Technology Representative, Skyler Ng said money laundering can be one of the examples. He added on by saying that if this motion is not carried, warning letter will be given to the office bearer by the General Secretary but that person should receive a more severe punishment than a warning letter.)

(General Secretary clarified to all the council members that, as of now, as per the MUSA Constitution, an office bearer can only be removed through student referendum and extraordinary general meeting.)

Motion #18: MSC to accept the necessary amendments in the MUSA Constitution to add 'vote of no-confidence' clause as a way to remove an office bearer, in addition to the extraordinary general meeting and student referendum, in the most appropriate words and section.

FOR: 13

AGAINST: 0

ABSTAIN: 9

Motion is CARRIED.

2.12.11 **To amend the MUSA Constitution to remove the following clause to ensure all divisions are equal:**
2.12.11.1 Part 8, Paragraph 55, sub clause II

(School of Information Technology Representative, Skyler Ng said if this motion is not carried, the previous motion that has been carried will not apply to the Executive Committee.)

(General Secretary read out the clause mentioned in the motion from the MUSA Constitution:

Part 8(55)(ii) says 'members of the Executive Committee may only be removed by a student referenda.')

(School of Business Representative, Zu Peng asked for the meaning of student referendum.)

(General Secretary read out the actual explanation that is stated on the MUSA Constitution under Part 6(49) to avoid any misinterpretation and confusion:

i. **Decisions of student referenda override decisions of MSC meetings.**
ii. **The MSC may by resolution passed by an absolute majority hold a student referendum.**
iii. **The MSC must hold a student referendum if petitioned by at least 75% of students for the amendment of the Constitution and 50% of students for other matters.**
iv. **The MSC may by resolution set the dates, times and place of polling and the question or questions to be put.**
v. **Each student is entitled to one vote.**
vi. **Decisions of student referenda are only binding in accordance of clause 49 (including removal from office under subparagraph 78(i)[f]{2} and the passing of a special resolution under sub clause 94(ii).**
vii. **Decisions of the student referenda is decided by an absolute majority,**
viii. **Voting in a student referenda is by way of ballot.**
ix. **The Returning Officer may make regulations for the conduct of a student referenda.)**

(Activities Chairperson Siemone asked if the former MUSA President wrote it. General Secretary said the MUSA Constitution is amended as of 2017.)
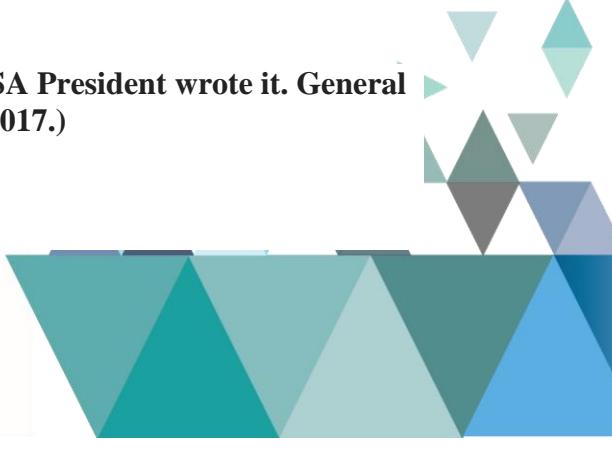
(General Secretary clarified on behalf of School of Information Technology Representative, Skyler Ng that Executive Committee as of now may only be removed through student referendum but other members can be removed through student referendum and extraordinary general meeting. She added on by saying that this was prior to the motion that was carried a few minutes ago. She continued by saying that after the previous motion has been carried, way to remove Executive Committee remains the same but other members can be removed through MSC as well so this motion intends to remove Executive Committee through MSC as well.)

(Activities Chairperson Ryan asked the General Secretary about the reason on why such amendment was made in the MUSA Constitution by the previous council members. General Secretary said she does not know the exact and accurate reason on why such amendment was made as no proper discussions were held with MUSA 2017 members with regards to this. She added on by saying that she will convey the message that people have told her but it may or may not be true. She continued by saying that she was told that a few MUSA 2017 members were intending to remove a particular MUSA 2017 member, but no originality to this statement as no proper meeting was held so the exact and true reason is still unknown.)

(Head of MUISS, Mazin asked the School of Information Technology Representative, Skyler Ng if this motion means that MSC decisions will override student referendum decisions. School of Information Technology Representative, Skyler Ng said this motion means that Executive Committee can be removed through 2/3 majority in MSC as well.)

Motion #19: MSC to accept the amendment in the Constitution to remove Part 8(55)(ii).

FOR: 14

AGAINST: 0

ABSTAIN: 8

Motion is CARRIED.

Contributed by,

Skyler Ng Chung Hou & Clarissa Wong Yong Teng,

School Of IT Student Representatives.

Motion #20: Acceptance of School of Information Technology Representatives' Report

Accepted by: Hasan Habab

Seconded by: Nur Sharikul Huda

2.13 School of Science Representatives' Report

Date: 18th of May 2018

Attention: To all departments and divisions

Purpose: To inform

**2.13.1 School of Science 2nd Movie Night (Semester 1)**

2.13.1.1   Second Movie Night of the semester was held on 2nd of May 2018 at Golden Screens Cinema, USJ Summit, in collaboration with School of Engineering.

2.13.1.2   A full hall with total of 276 seats was booked for the movie "Avengers: Infinity War". 200 seats were opened for School of Engineering students and the rest of 76 seats were opened for students from School of Science.

2.13.1.3   Registration for the event was done through Google form which was posted on School of Science Facebook group.
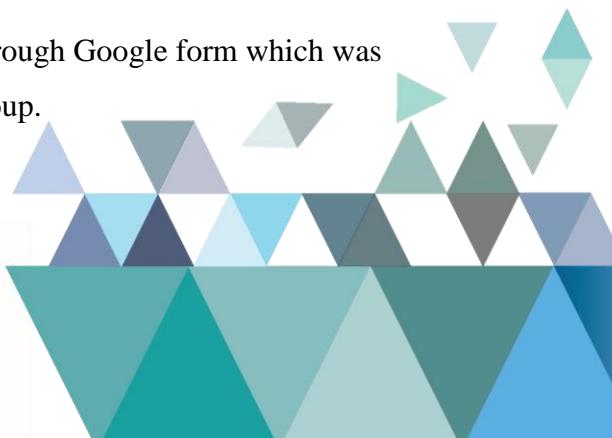
2.13.1.4   RM10 refundable deposit was collected from each student to secure their seats.

2.13.1.5   Ticket and deposit collection was done on 30th April 2018 at MUSA lounge.

2.13.1.6   All 76 students turned up, hence no revenue was gained from this event.

Group picture taken before the event

Contributed by,

Ethan Wong Hsien Aun & Tan Yi Qi

School of Science Representatives

Motion #21: Acceptance of School of Science Representatives' Report

Accepted by: Nur Sharikul Huda

Seconded by: Soh Zu Peng

5th MSC ADJOURNED AT 9.50 PM.

Prepared by,

Tharshini Batumalai

General Secretary

Monash University Student Association (MUSA) 2018