



**2016 S.A. Executive Committee Meeting  
The Loft Meeting Room  
Friday 15<sup>th</sup> April 2016**

**Present:** Ashley Carvalho, Ana Ferreira Manhoso, Darcy Harwood, Ashwin Rajendra, Monique Ryan, Madison Boot, Aidan Woodthorpe, Tom Anderson-King, Esther Power, Gagan Singh.

**Apology:** Daniel Ta, Seth Wolff, Macy Gregson, Jodilee Tangarorang, Remi Rodari, Derek Nguyen.

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## Opening

Ashley opened the General meeting of the Student Association at 9.42am.

## Agenda Items

### 1. **Passing of last minutes**

Ashley proposes some edits for last meeting's minutes;

Edit: Study Abroad was spelt incorrectly.

Edit: The funding proposal section was written as a complete denial of the entire funding, however the council did agree to fund the Study

Abroad club with \$320.00 for their future event, and denied to fund \$202 for a reimbursement.

Ana will adjust these edits.

The council approve the last minutes with these edits.

### 2. **Approving Proxies**

We have the following proxy submissions for this meeting;

Monique to be Daniel's proxy

Tom to be Seth's proxy

Ashani to be Macy's proxy

Ashley to be Jodi's proxy

Ashley to be Remi's proxy

The council approve these proxies. Esther to be Macy's proxy until Ashani arrives.

Gagan arrives 9.45am

**3. Paper 1: Sleep out under the stars sponsorship by President**

Ashley introduces her paper. She tells the council that St Patrick's Community Support Centre want to use the clubs area downstairs for a VIP section. Ashley suggests we decorate it as Arabian nights, and that we then theme the ball the same, so we can keep and reuse the décor. Darcy states that law ball last year was themed Arabian nights. Ashley states in that case we wont theme the ball Arabian nights, however we could ask NDLSS for their décor for the VIP area. There is an estimate of 300 people attending including community members. There are a few sponsorship options as outlined in her paper, Ashley reads through this and what each option entails for each amount of money.

Ashani arrives 9.47am

Ashley suggests that the Student Association show support to this cause, because it is a student project. Other ways of assisting the cause is to run a social media promotion. Ashley thinks we should provide the décor for the VIP area, and state that it was "provided by the Student Association". The sleep out is on the 13<sup>th</sup> May.

The council discusses options and sponsorship amount. The consensus is that \$500 is too much, considering most of the attendance will be community people, which is not who we should be projecting our support to. Ashley to discuss with Aidan about small décor and to compile a prize. Ashley asks the council for availability.

**4. Paper 2: Ideas for NCCECC by President**

Ashley introduces her paper and tells the council what NCCECC is about. She then asks the council for ideas for the conference activities.

Ashley suggests a faith in youth and leadership workshop. She also suggests the Student Association council members be there to run small group sessions, as there will be 170 students there.

Ashley states that it is a religious based conference so if any council members do not feel comfortable having this sort of discussion with young students, then perhaps they should not contribute. The conference will be held on 24<sup>th</sup> June, which is the first week of winter term, after exams. The event will be fully catered for. Madi suggests a series of non-for profit stalls from all the different religion-based

organisations and charities, so the students can network and make connections with what they can do at university here at Notre Dame. Madi speaks about a bible camp she went on and describes the activities she had, such as letter writing to influence change in large corporations. Ashley agrees with this idea.

#### **5. Paper 3: Events Update by Events Director**

Darcy starts to talk about the upcoming events in semester two, and asks the council to start thinking about venue ideas etc. Esther confirms the Halloween End of Year Party will be a Halloween dress up party. Madi mentions that Clancy's Fish Pub in Fremantle have contacted us and she thinks we should use their outdoor area for one of our events. Darcy states we need to be catering for about 200 people at this party, going by the attendance we achieved at the Cocktail Party. Darcy suggests places like Metropolis Nightclub or 'dungeon' looking places to entice attendance, the council agrees. Ashley says venue will be key with this event.

Darcy also asks the council to have a discussion on theme ideas for the ball. Ashley suggests Arabian nights. Esther and Derek suggest Star Wars. Ashley suggests Under the Sea. Other council members suggest Alice in Wonderland, Jungle Book, Old Hollywood and Carnival. Darcy suggests making a decision when more council members are present. Ashley suggests making a Facebook poll where we can all vote. The council moves on to delegate tasks for the ball. Ana to recruit a photographer. Preferably a Notre Dame Student. Ashwin to recruit a DJ, and Ashani to collate photo booth quotes. Ana states that although it is a good idea to give these opportunities to students, we need to prioritise quality of the service/product.

#### **6. Paper 4: Cocktail Part Reflection by Events Director**

Darcy asks the council for their thoughts and feedback on the Cocktail Party. We profited approximately \$1600. The council thought the event was really good. Turn out was great. People definitely utilised the bar tab. Tom said that the bar staff would continue to serve people alcohol when they were clearly severely intoxicated, which he thought was a bit unsolicited. The council agrees with this and thinks the OBH should hold accountability for this incident. Ashley would have liked more media presence on the night. The music system was not loud enough. Timing of the event was good. There was plenty of food, which was good.

**7. Paper 5: Treasurer's Report by Treasurer**

Ashley asks the council to read through treasurer's report.

**8. Paper 6: Wellness Week Feedback by Welfare Director**

Monique states that Daniel has asked the council for feedback on wellness week. Ashley said that week 6 would have been better, however the reason why we didn't have it in that week was because of the Easter weekend. Daniel has suggested Tuesday Wednesday Thursday for next semester, instead of Monday Tuesday and Wednesday. Ashley states that we should have provided more support to Daniel for this event. Monique doesn't think we should host the event all week, Ashley disagrees and states that if we host a different activity each day then the event would become more enticing. The council agree to Tuesday Wednesday Thursday next semester. The council also agree to have table tennis, zorb balls and food stalls again. Gagan stated that not enough students used the zorb balls to justify costs, Ashley states that it was not about the costs, and that it was about the wellness of students. The council agree to not have the gladiator joust game, but discuss the option of having a bouncy castle or a ball pit. Some council members also suggest assembling a mini golf in Prindiville Hall. A photo booth with the animals was also suggested. We also agree to dedicate more to advertising and marketing for the event, which should lead to more participation. Ashani suggests an incentive for activities that are deemed "risky" or "too out there" (e.g. bucking bull) such as a ball ticket or something along those lines.

**9. Paper 7: Student Area Map by Environment Director**

Gagan introduces his paper. The council look at the highlighted areas and Gagan asks the council to identify the courtyards and student areas listed on the map. Madi suggests highlighting the numbers corresponding to the areas.

**10. Paper 8: General Update by Publicity Director**

Ashley briefs through Macy's paper. Ana's Polaroid camera quotes were cheaper.

**11. Paper 9: Academic Tasks Update by Academic Director**

Monique introduces her paper. She said she was contacted by a representative from Uni Games in regards to volunteer options. Ashley suggests forwarding the contact onto Student Services (Max), Monique also said there were internships available, which she thinks could be advertised as part of her academic sector. Ashley to advertise this with Monique. Study Drugs never contacted back in regards to their survey

event, which took place about two weeks ago. Monique suggests moving the first aid course to semester two, so the council can be more available and provide more promotion. The council agrees with this.

**12. Paper 10: The Loft Wall by Secretary and Ashani Jeyadevan**

Ana introduces her paper. Everyone likes the design. Ana will ask Campus Services to tidy the cables on the Loft wall. Ashani adds that the bottom area will be covered with posters. The council approves \$500 budget for the Loft Wall.

**13. Paper 11: Pool Tournament by Sports Director**

Ashley officially welcomes Tom to the council. Tom explains how last years pool tournament was run. He thinks it was a bit disjointed and exclusive and there wasn't any atmosphere, which he is sure we could expand. Tom would like to host it over three weeks; every three days play a best of three between two people. Matches would be publicised so we could have people watching. Hopefully we can get a prize and a plaque, which could be used as an ongoing title for the Pool Tournament. Madi will give Tom contacts for plaques. The Pool Tournament is to be held in week 9 10 & 11, therefore it will need to be organised as soon as possible.

Tom would like to have the pool cues and pool tips purchased by then. This expenditure is approved by the council - estimated to be approximately under \$300. Tom will endeavour to collect movie tickets for prizes. Tom also suggests contacting contestants with tournament details individually, and game sign ups and score progressions will be displayed publicly as a ladder.

**14. Paper 12: Promotional Material by Ashani Jeyadevan**

Ashani begins by stating that the banners she has designed and is ordering, are at risk of being pixelated according to the promotions company. Monique to show Ashani how to make the image in a higher resolution. Ashani states that the company representatives are difficult to contact so Ashley may need to go to the store (it's in Joondalup). Ashani moves onto the mascot. Derek's contacts were unresponsive. The council vote on which mascot they prefer, the third option received majority vote. The motion is passed to approve this expenditure. Ashani moves onto the megaphone quotes, the council agree with this idea this and approve this expenditure. Ashani to purchase it and submit a reimbursement form.

15. **Paper 12: General update and Funding request by Clubs director**

Ashley introduces Derek's paper and the funding proposal for Mind Hive.

Gagan, Ashwin and Monique leave 10.50am

The council discusses the issue of funding a reimbursement, which was the same issue we had with the Study Abroad funding proposal. The council agrees to fund Mindhive for \$500 minus the \$61 that had already been spent on the banner, due to formalities of it being a reimbursement.

Gagan, Ashwin and Monique enter 10.53am

Gagan states that the description on the UNDASA website mentions funding may be requested for reimbursements. The council still agree to deny funding for the reimbursement it and to edit the website so as to not encounter this issue again.

16. **General Business**

Ashley would really like to have a Ping Pong Table out in the courtyard one once or twice a week on a regular basis, however an SA member will need to supervise the table at all times. Suggested times are Tuesday and Thursday 11am -1pm. The council will assess availabilities for supervision.

Ashley asks the council if anyone is available for a Student Association mass that is being held by Campus Ministry next Wednesday 12.30. Tom will attend.

Ashley asks the council for their opinion on purchasing a landline for the office for \$700.00. The council agrees and Ashley will submit an agenda for this expenditure next meeting.

Ashley then states that we have been approached by Caritas, to see if we can put a clock here on campus to contribute to advertising as a part of their campaign. The council agrees with this.

Ashley asks Esther to design a wellness week banner for next semester.

Madi will show Tom how to make a poster for the Pool Tournament.

## Closing

Ashley Carvalho closed the meeting at 11.03am

<b>ACTION</b>	<b>DATE DUE</b>	<b>RESPONSIBLE</b>	<b>COMMENTS</b>
Expenditure Ideas	8.4.16	Whole council	e.g. extra merchandise
End of Semester Clubs Party	Ongoing	Darcy & Ashley	Organise event
End of Semester "Session" in Malloy for Travelling Students	Ongoing	Darcy & Ashley	Organise event
Compile quote(s) for basketball ring/backboard	8.4.16	Seth	Present at next meeting.
Compile technical difficulties survey for LTC	24.4.16	Monique & Ashley	Monique to speak to school departments. Ashley to send whole student email and Facebook post.
Edit last minutes from 1.4.16	18.4.16	Ana	Edit the Study Abroad funding proposal section as per edits in minutes for meeting on 15.4.16
Coordinate Arabian Nights décor for the Sleep Out VIP Area	13.5.16	Ashley & Aidan	Ask NDLSS for their décor.
Send availability to Ashley for the St Patricks Sleep Out	29.4.16	Whole council	Event is on 13 <sup>th</sup> May.
Send availability to Ashley for NCCECC conference	13.6.16	Whole council	Event is on 24 <sup>th</sup> June.
Compile agenda paper for SA office landline	29.4.16	Ashley	Present at next meeting.
Send availability to Ashley for Ping Pong tables supervision.	29.4.16	Whole council	Tuesdays and Thursdays 11am-1pm.
Post a Facebook poll for ball theme ideas.	29.4.16	Darcy	Report back at next meeting.
Recruit ball photographer	Ongoing	Ana	Preferably Notre Dame Students.
Recruit ball DJ	Ongoing	Ashwin	Preferably Notre Dame Students.
Compile photo booth quotes.	Ongoing	Ashani	
Design semester two Wellness Week banner.	Ongoing	Esther	

Forward Uni-Games volunteer email to Tom.	29.4.16	Monique	
Edit 'reimbursement' claim in funding proposal description on UNDASA website.	29.4.16	Ashley	
Ask Campus Services to tidy cables on Loft Wall	29.4.16	Ana	
Begin loft wall design/purchase.	Ongoing	Ana & Ashani	As per paper submitted for 15.4.16 meeting.
Pass on plaque contacts to Tom for Pool Tournament plaque.	18.4.16	Madi	
Show Tom how to design poster for Pool Tournament	18.4.16	Madi	
Purchase pool tips & cues.	29.4.16	Tom	Under \$300 as approved by council.
Organise Pool Tournament	Ongoing	Tom	Including movie ticket prizes, plaque, etc.
Show Ashani how to make banner in high resolution.	29.4.16	Monique	
Order third mascot	29.4.16	Ashani	As per paper submitted for 15.4.16 meeting.
Order megaphone	29.4.16	Ashani	As per paper submitted for 15.4.16 meeting.

## General Meeting Papers

Agenda Item title: Sleep out under the stars sleep out Sponsorship

I propose that we use some of SA's funds to sponsor the 'Sleep Out Under the Stars for St.Pat's' event happening on the 14<sup>th</sup> of May.

### Paper submitted by: Ashley Carvalho

#### Background:

- On Saturday the 14<sup>th</sup> of May, St Patrick's Community Support Centre in conjunction with Notre Dame University will be hosting the 'Sleep Out Under the Stars for St.Pat's'
- The night will include live performances from the Starlight Hotel Choir along with other well-known Fremantle performers
- The money raised on the night from ticket sales goes toward St Pat's
- There is estimated to be over 300 people in attendance on the night

#### Proposition:

- The Student Association has been provided with an event sponsorship package
- Within it there are only two viable options:
  1. Silver Sponsorship (\$500)
    - Public acknowledgment from the MC at the event
    - Opportunity to provide promotional or marketing material provided at the event
    - Logo and/or name projected on the audio visual system throughout the night
    - Small size logo placement on thank you letter to guests
  2. Goods and services sponsorship (\$100)
    - This is a donation of goods and services to be a part of the auction or raffle items to be included on the night with a minimum value of \$100
    - Promotional or marketing material provided on the auction table
    - Logo on our thank you audio visual system in the second half of the night

#### Pros of sponsorship

- The Student Association will be able to show its support of this project and have a greater presence and involvement on the night
- It is a student's project and as such we should be supporting their event
- We will be able to promote it as being supported by the Student Association

#### Other ways of assisting with the event:

- Promote the event through our social media – do a video on facebook with Douglas (the student organizing the event) and talking about how every student hasn't wanted to stay at uni overnight and now is the chance
- Douglas has asked to use the club space (not the offices, just the couch space) as a VIP area for those who want to pay more on the night and asked if we could potentially decorate the place. If we choose to accept this offer then we could potentially use these decorations also for the ball? Cue ball theme debate 😊

## **General Meeting Papers**

**Agenda Item title:** Ideas for the National Catholic Education Commission Conference (NCCECC)

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**Paper submitted by: Ashley Carvalho**

### **Background:**

- The university is hosting a Youth Summit for high school students on campus as a part of the National Catholic Education Commission Conference (NCCECC) on the 24<sup>th</sup> of June
- The theme of NCCECC is 'FAITH TO LEAD, LEAD TO FAITH'
- There will 230 altogether (176 students plus teachers)
- Madison, Ana, Jodi and myself attended a meeting yesterday regarding potential ideas of what presentations/events and/or activities the students could engage in.
- The university would very much like for as much student involvement as possible for this event.

### **Ideas of how SA could be involved:**

- Student Association run a Youth in Faith session – discuss young people in leadership positions (I am very comfortable in running this)
- SA councillors can lead the smaller discussion groups – but only those council members who are comfortable in the fact that this is a conference about religion and leadership and they would have to be very open to religious conversations.



## General Meeting Papers

Agenda Item title: Events General Update/Discussion

**Paper submitted by: Darcy Harwood**

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### Following items for the council to consider/brainstorm:

1) Venue for End of Semester 2/Halloween Party

2) Theme for the NDSA Student Ball

3) Timing for the advertising/sale of tickets for NDSA Student Ball

- Date of Ball: Saturday 10th September 2016 Week 6
- When should we start advertising within university, launch FB event, sell tickets, ect?

4) Any other event ideas that we should consider



## **General Meeting Papers**

Agenda Item title: Cocktail Party Reflection

**Paper submitted by: Darcy Harwood**

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**Positives:**

**Negatives:**

**What were we missing:**

**Advice for next year:**

**Consider: Venue, food, drinks, timing, advertising, door system, music, costings, ect.**



## General Meeting Papers

Agenda Item title: Treasurer's Report

**Paper submitted by: Jodilee Tangarorang**

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### 1.) Breast Cancer Network Australia Donation

- Ashwin counted \$60.15 from the Pink Sports Day donation tins
- \$160.15 will be donated to Breast Cancer Network Australia once I've spoken to them in regards to donating using account details instead of credit card payment.

### 2.) Expenditures

- \$150 paid for the singer at the Cocktail party
- Cocktail party (and wristbands) paid
- \$320 Student Abroad club funding (will be paid once the club replies with their BSB/Account number)

### 3.) Clubs

- in the process of putting together a club bank account detail list for SA exec records (plus convenience for funding process)—asked Derek to follow this up. Hopefully, will be done by next week.
- update on the club funding document (see attached)



## Funding Request

Please attach your reason for funding request including the requisite number of quotes.

**Club name:**

**BSB number:**

**Account number:**

**Contact person 1:**

**Phone:**

**Email:**

**Contact person 2:**

**Phone:**

**Email:**

Note: Funding is at the complete discretion of the Student Association and may not be the full amount requested.

I declare my statements in this document to be a truthful representation of the funding requirements of an affiliated club of the Student Association.

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Club representative

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Student Association Executive member

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Student Association Treasurer

## General Meeting Papers

Agenda Item title: Wellness Week feedback

**Paper submitted by: Daniel Ta**

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### Reflection

- Wellness Week reached a smaller audience due to the fact that people were preparing for mid-semester exams and assessments. The timing was a conscious decision though, as we had agreed on sticking to Monday, Tuesday and Wednesday. Thus week 6, being the ideal week for Wellness Week, was scraped due to Easter Monday disrupting the schedule.
  - The Monday of this Wellness Week had the lowest amount of student engagement.
  - I propose for the next and future Wellness Weeks, that we do not need to stick to Monday, Tuesday and Wednesday. If anything, Mondays probably have a lower attendance rate, as students probably want to have a longer weekend and skip Mondays. I will consider making the next Wellness Week Tuesday, Wednesday and Thursday.
- The most successful activities included the cat and dog petting, table tennis and food vendors. Thus I would like to:
  - Invite more animal organisations next time and schedule them for every single day;
  - Keep table tennis out for all of the next event; and
  - Involve more clubs that wish to fundraise via selling food as well as possibly invite food vendors from local businesses. Unfortunately, we lost contact with Stampede Gelato halfway through the process of organisation so they could not attend.
- Bateman Courtyard was a great venue and should remain the same for the next Wellness Week.
- I have reservations about gladiator joust and sumo suits. Not enough people used them so I don't think it is worth bringing back.
- Zorb soccer was relatively successful though. If we increased advertising for that single activity, we should garner more attention next time.

### Feedback

- What to keep?
- What to change?
- What to add?

### Suggestions for next Wellness Week

- Bucking bull
- Bouncy castle
- Musician
- Mini golf
- Beyond Blue
- Smarter than Smoking

## General Meeting Papers

Agenda Item title: Student Area Map

**Paper submitted by: Gagandeep Singh**

**Background:** I have created the below map that is to include areas that students can access for both study and leisure. I have highlighted the following areas in yellow; if there are any areas missed please bring them to my attention so I can make the appropriate adjustments.



### Fremantle Campus Map



- ND1**
  - > Foley Hall
  - > Santa Maria Lecture Theatre
  - > Office of Marketing & Communications
  - > Quality Management Office
  - > Staffing Office
  - > Office of University Relations
- Chancellery** (first floor)
  - > Vice Chancellery
  - > Deputy Vice Chancellery
  - > Student Appeals & Academic Affairs
  - > Chancellors' Room
  - > Helen Lombard Room
- ND2 Malloy Courtyard**
- ND3 Prindville Hall**
  - > Communications Laboratory
  - > Performing Arts Centre
  - > Student Association Offices
  - > Student Common Room
- ND4 Tannock Hall of Education**
  - > Classrooms
- ND5 P&O Hotel**
  - > Classrooms
  - > Student Residence
- ND6 Student Recreation Hall**
  - > First Aid Room
  - > Events (first floor)
- ND7 Student Centre**
  - > Student Administration & Fees
  - > Student Services
  - > Mail Room
  - > Campus Registrar (first floor)
  - > Library Staff (first floor)
- ND8 Holy Spirit Chapel**
- ND9 Student Services**
  - > Campus Ministry/Chaplain
  - > Careers Office
  - > Counselling Office
  - > Notre Dame Volunteer Network
- ND11 School of Law**
  - > Academic Offices
  - > Lecture Rooms
  - > Minter Ellison Computer Laboratory
  - > Dean's Office

- ND12 Port Lodge**
  - > Student Residence
  - > Hesburgh Room
  - > University Bookshop
- ND13 Law Library**
- ND14 School of Law**
  - > Academic Offices
- ND15 Bateman Courtyard**
- ND16 General Classroom Building**
- ND17 St Teresa's Library:**
  - Arts & Sciences
  - Business
  - Education
  - Philosophy & Theology
  - Reference Library
- ND18 School of Medicine**
  - > Academic Offices
  - > Dean's Office
- ND19**
  - Study Abroad Office**
  - School of Arts & Sciences** (first floor)
    - > Counselling
    - > Academic Offices
- ND21 St John of God Hall**
  - > General Classroom Block
- ND22 Court House**
  - > Justice Owen Moot Court
  - > Drill Hall Courtyard
- ND23**
  - > Admissions Office
  - > Prospective Students Office
  - > Finance Office (first floor)
- ND24 School of Philosophy & Theology**
  - > Academic Offices
  - > Dean's Office
- ND25 The Drill Hall**
  - > Ceremonial, Lecture & Conference Hall
- ND28 School of Physiotherapy**
  - > Academic Offices
  - > Dean's Office
- ND30 Cleopatra Hotel**

- > Student Residence
- ND31**
  - > Physiotherapy Laboratory
  - > Computer Laboratory
  - > University Reporting & Statistics
- ND32 School of Arts & Sciences**
  - > Computer Laboratory
  - > Science Laboratories
  - > Academic Offices
- ND33 IT Services**
- ND34 School of Medicine**
  - > Reception
  - > Academic Offices
- ND35 School of Medicine**
  - > Clinical Training Laboratories
  - > Classrooms & Lecture Theatre
  - > Academic Offices
  - > Michael Quinlan Room
  - > Roy & Amy Galvin Medical Library
- ND36 School of Education**
  - > Computer Laboratories
  - > Classrooms
  - > Academic Offices
  - > Dean's Office
- ND37 School of Nursing**
  - > Doreen McCarthy Nursing Laboratory
  - > Helen Court Nursing Laboratory
  - > Classrooms
  - > Academic Offices
  - > Dean's Office
- ND38 School of Medicine**
  - > Resource Room
  - > Anatomy Laboratory
- ND39 School of Medicine**
  - > Academic Offices
- ND40**
  - School of Health Sciences**
    - > Biomedical Science
    - > Exercise Science
    - > Health & Physical Education
    - > Dean's Office
  - Research Office** (third floor)

- ND42**
  - Chancellery**
    - > Michael Keating Room
    - > Fairweathers Bar
    - > John Paul II Room
    - > Carolyn Tannock Courtyard
  - School of Arts & Sciences** (first floor)
    - > Academic Offices
    - > Dean's Office
  - School of Business** (second floor)
    - > Accounting & Finance
    - > Management & Marketing
    - > Dean's Office
  - ND43 School of Nursing**
    - > Reception
    - > Academic Offices
    - > Classrooms
  - ND44 Academic Enabling & Support Centre**
  - ND45 Campus Services Office**
  - ND46 Health Sciences Research School of Health Sciences**
    - > John Bloomfield Exercise Science Laboratory
    - > Preventive Health Research Clinic
    - > Lecture Theatre
    - > Research Training Lecture Theatre
    - > Seminar Rooms
    - > Academic Offices
  - Institute for Health Research**
    - > Academic Offices (second floor)
  - School of Physiotherapy** (second floor)
    - > Physiotherapy Training & Research
    - > Brian Edwards Physiotherapy Sciences Laboratory
    - > Neurosciences Laboratory
    - > LifeSpan Sciences Laboratory

## General Meeting Papers

Agenda Item title: General update

**Paper submitted by: Macy Gregson**

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### Facebook statistics: 6 April – 12 April

People

Largest audience – women 18-24 (54%)

Most common device – mobile devices (69%)

Messages

Response rate – 100%

Average response time – 6.17.05s (decrease)

Reach

People reached – 6,561 (224% increase)

Post engagement – 1,791 (31% increase)

Page likes

36 new likes – (140% increase)

Total page likes - 2428

Videos

Total video views – 1863 (6324% increase)

Most reached posts –

1. Wellness Week video
2. Last day of Wellness Week picture post
3. Wellness Week Wednesday Itinerary post

### Instagram statistics:

Total followers – 341

### Polaroid camera quotes (For Humans of Notre Dame Wall)

Fujifilm Instax 300 Wide

- Automatic flash for low-level light shooting
- Tripod socket
- Wide film format
- Close-up lens
- Built in flash and LCD screen
- Two-range motor driven focusing
- Automatic exposure and programmed shutter
- Runs on 4 AA batteries



**instax WIDE 300**

JB Hi-Fi	Harvey Norman	Digital Camera Warehouse
\$179	\$174	\$167

Polaroid 300 Classic Instant camera

- Four lighting settings
- Auto-flash
- Works with Polaroid 300 Instant Film

Big-W
\$135



Fujifilm Instax Mini 8

- Film 20 pack: \$29

Big-W
\$99



\*May also look at ebay for cheaper film

- Am still currently editing all wellness week and cocktail party photos – lots to go through, so will post next week



## **General Meeting Papers**

Agenda Item title: Academic Tasks Update

**Paper submitted by: Monique Ryan**

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### **Academic Sub Committee:**

Those that have expressed interest to the Academic sub-committee have been emailed and awaiting response to set up a meeting time soon. I will use the feedback from the subcommittee to bring to the Learning and Teaching Committee.

### **Australian University Games Volunteer and Intern Opportunities**

The AUG workforce contacted me on Wednesday (13<sup>th</sup> of April) about promoting (via our website and facebook) the volunteering opportunities associated with the University Games. There are also internships available for roles such as event management, sport operations, sports medicine and administration for students who are interested in sport science. Will organise a meeting for next Thursday to see what they want promoted.

### **Things that haven't been completed:**

Having been busy for the last couple of weeks, I haven't contacted the Presidents of societies to have a meeting to introduce myself and discuss any academic issues their disciplines might be facing. Will email them by the end of next week when I receive their emails.

I have not contacted Study Drugs Project yet, can call next week if the project is still on. I have not received any emails from the project at all.

Unsure about holding a First Aid Course by the end of semester - most people, including myself are extremely busy and currently have only 3 people interested. I suggest it is best to hold one or two next semester when we can promote it more and for Events Management to know ahead of time.

## General Meeting Paper

Agenda Item title: The Loft Wall

**Paper submitted by: Ana Ferreira Manhoso and Ashani Jeyadevan**

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The council is asked to endorse the expenditure as outlined below for the re-vamp of the Loft Wall.

### Outline:

There will be no more than seven corkboards placed on the Loft Wall, each pertaining to the following categories:

- Sports
- Welfare
- Events
- Clubs
- Humans of Notre Dame

We will be decorating each corkboard differently, using some of the following items and ideas:

- Instax polaroid photos
- Posters
- Wooden letters
- Bunting
- Paint
- Tissue paper flowers
- Fabric

### General design idea:



Approximate costs:

Instax Polaroid camera  
[Officeworks]

\$88.00



**Fuji Instax Mini 8 Camera White**

**\$88.00**

Ratings: ★★★★★

Customer reviews (0) [Be the first to write a review](#)

Questions (0) | Answers (0) [Ask a question](#)

Product Code: FU84534

Category Links: [Instant & Disposable Cameras](#)

Add Extra Cover   
 \$14.00 Repair / Replacement Plan

Quantity  1

Add to Cart

Add to My List

Instax Polaroid Film  
[Online Instax store]

\$63.00



**White Instax x 50**

Suitable for:

Fujifilm Instax Polaroid Camera:  
7 / 7S / 8 / 10 / 25 / 30 / 20i / 30i / 25i / 50i / 55i / 50S / 90 / 300  
/ Polaroid Share

Specification:

- Instax full color photos
- Picture size (H x W): 62 x 46 mm
- Film size (H x W): 86 x 54 mm
- Film speed: ISO 800
- 10 film come in Original Aluminium packaging (Boxes not included for free postage)
- Made in Japan
- Expiration date: At least one year from the date of purchase

**Postage**

Free Postage (1-6 business days)

**1 Packs 50 Films**

Free Shipping

AU\$62.99

~~AU\$73.99~~



Cork Boards x7  
[\$10 each @ RED DOT]

\$70.00

Wooden letters "THE LOFT WALL" \$40.00  
[Typo 3 for \$10 + 2x @ \$5 each]



LETTERPRESS WOODEN LETTER

Typo

AUD\$4.95

3 FOR \$10 LETTERS, CARDS & WRAP

[DETAILS](#)

SELECT COLOUR



BLACK V

SELECT SIZE

SOLID

[DELIVERY & RETURNS](#)

QUANTITY

1

AUD\$4.95

[ADD TO BAG](#)

AVAILABILITY: IN STOCK

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Other décor

\$100.00

- Bunting
- Paint
- Tissue paper flowers
- Fabric
- Pins

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TOTAL

\$361.00

**REQUESTED BUDGET**

**\$500.00**

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## General Meeting Papers

Agenda Item title: Pool Tournament

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### **Paper submitted by: Tom Anderson-King**

The council is asked to endorse the organisation of a pool tournament for students to participate and compete in.

The council is asked to endorse the following recommendation:

#### **Background:**

Last year a pool tournament was run by the student council and was a huge success, many students became involved and, following the completion of that tournament, have been asking about another one. Around 16 people have expressed interest in this year's tournament and I hope many more will come and watch the matches.

#### **Details (As finalised by Seth and I):**

The competition will be run over the course of three weeks, within two days of those weeks, Tuesday, and Thursday. I will be finalising the sign-up sheet and creating fixtures over the weekend once my emails have been returned confirming participation numbers. Each match will be a best-of-three between two opponents, played by the official rules on the rule sheet in the loft. Ideally I will be available to watch and mediate the matches, if not, I will work with Seth and Kaine Latta (and anyone else willing to help out) to make sure games are fair and the results are recorded.

#### **Prizes:**

My proposal includes a prize for the winner, as well as making up a plaque for this years, and future winners of the tournament. I will be looking into this in the following days and have a quote ready for the following meeting.

Movie vouchers for two will be awarded to the winner at approximately \$17.00 apiece.

## General Meeting Papers

**Paper submitted by: Ashani Jeyadevan**  
**Promotional Material**

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### Update: Pull Up Banner

Vivid Advertising

Quantity: 2

Printing: single sided

Size: 2100mm by 850mm

\$224.40 if we provide design, roughly \$150 extra if the logos are sent to them and they put the sign together, awaiting response as to whether the quality of given images is of high enough quality



### Update: NDSA Mascot Costume

Derek's sweatshop has been unresponsive, hence I recommend that we choose from one of the given designs below. I also contacted a few companies regarding embroidery of the name "Victor" across the back, but they require specifics (material, size, etc) so will be delayed till after the purchase of a mascot.

### **Aliexpress**

Price: \$260 + extra for shipping





Price: \$213 + free shipping - **DHGate wholesa**  
\$215 + extra for shipping - **Aliexpress**



**DHGate Wholesale**  
Price: \$173 + free shipping

Some of these we may have to alter slightly (possible with paint), or alternatively update the symbol to match the colours (will not require huge changes)

## **Megaphone - officeworks**

\$39.00

- The Megaphone has both built in mic and extension mic capabilities.
- It has a folding handle which is easy to store.
- You can speak into the megaphone, use it to play music or use it as a siren.
- It has a nylon carry strap to easily carry.
- The megaphone has a plastic body construction.
- It is powered by 4 D batteries.



## General Meeting Papers

Agenda Item title: General update and Funding request.

**Paper submitted by: Derek Nguyen**

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I present to the council the funding proposal of MINDHIVE and ask we review the application. Funding is at the complete discretion of the Student Association and may not be the full amount requested. Please attach your request including the requisite number of quotes.

Funding Proposal:

- Poster, lanyards and stationary: \$90 Office works
- Outdoor Banner: \$61 VisaPrint
- Bake sale Fundraising Ingredients: \$80 Coles
- Digital Home Safe: \$119 Bunnings
  - [http://www.bunnings.com.au/lockwood-small-digital-home-safe\\_p4210901](http://www.bunnings.com.au/lockwood-small-digital-home-safe_p4210901)
- Semester 2 Q&A Event – Estimated cost \$150
  - Room Hire
  - Non-alcoholic beverages
  - Food
  - Flyers

**Total Amount: \$500**

**Club name:** MindHive: Student Wellbeing Network

**Contact person 1:** Gagandeep Singh

**Phone:** 0411 951 914

**Email:** 20141215@my.nd.edu.au

**Contact person 2:** Monique Ryan

**Phone:** 0449 859 897

**Email:** 20141079@my.nd.edu.au

I declare my statements in this document to be a truthful representation of the funding requirements of an affiliated club of the Student Association.

General update:

- Bank statement and bank details are still being organised.
- Business society event