

Student Representative Council (SRC)

Meeting Minutes

Date: 20 October 2025

Location: Room 3, JMC Academy Sydney

Guests Present: 0

Attendance

Name	Role / Office	Present	Apologies
Freddie Thornton-Bott	Co-Chair	X	
Layla Phillips	Co-Chair	X	
Dariya Zemlyanaya	Secretary	X	
Vippa Ankush Reddy	Peer Support Officer		X
Miriam Acharya	Head of Comms & Social Media		X
Giovan Regaliza	Comms & Social Media Officer	X	
Saphron McCartney-Lyneham	Comms & Social Media Officer	X	
Valencya Lid	Comms & Social Media Officer		X
John Schmetzer	Head of DEI	X	
Sharon Surenthira	DEI Officer		X
Bede Curran	Head of Wellness & Wellbeing		X
Tanushree Patil	Wellness & Wellbeing Officer	X	
Daniel Wearden	Head of Events & Culture		X
Cameron Donahue-Laws	Events & Culture Officer	X	
Kasey Paterson	Events & Culture Officer		X
Morena Pereira	Events & Culture Officer	☒	X ☐
Jasmine Heit	Events & Culture Officer	X ☒	☐
Sasa Ljubovic	Community Engagement Coordinator (Staff)	☐	X ☒
Connor Kahui-Chee	Student Services Officer (Staff)	X ☒	☐

We acknowledge the Gadigal people of the Eora Nation, the Traditional Custodians of the land on which JMC Academy Ultimo stands. We pay our respects to Elders past and present, and extend that respect to all Aboriginal and Torres Strait Islander peoples. We recognise their continuing connection to land, waters, and culture, and acknowledge that sovereignty was never ceded.

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Agenda Items & Department Reports

Executive Office

- **Receipts and Budget Tracking**
 - In the process of creating a formalised system for tracking who submits receipts and manages SRC-related funds.
 - Goal is to simplify reimbursements and ensure spending transparency.
- **Clubs Formalisation**
 - A new structure for clubs is being finalised.
 - Proposed flow: Club reps -> SRC Co-Chairs -> Sasa's approval.
 - **Q:** Each club may eventually need a president and secretary to maintain consistency and accountability to avoid clubs going dormant post-graduation of founding members.
 - Proposed solution: When a club gains sufficient traction, the SRC could assist with formalisation by helping establish an elected committee if the need arises. Since the club launch is imminent, focus remains on streamlining setup and preventing last-minute complications.
- **Return and Earn Program**
 - Updating posters/space around bins to improve visibility.
 - Discussion on redirecting Return & Earn proceeds to support EBM students-lead events.
 - Waiting on Sasa to confirm final approval for use of funds.
- **Website Progress**
 - SRC website is ready, awaiting Sasa's final confirmation before launch.
 - Following up with Ankush on his bio section.
- **Budget Contribution for Student Events**
 - Proposal to allocate a portion of SRC budget towards an EBM student-run events.
 - General agreement it would be a good foot-in-the-door opportunity for future budgets.
 - Proposing to Sasa, pending feedback.
- **Future Meeting Additions**
 - "5 minutes with CEO" to be added to future meeting agendas for updates and feedback to be passed along to CEO.
- **Wednesday Jamz Sessions**
 - Wednesday Jamz are back, refreshed posters are up and a new QR code now displayed across campus.
 - If anyone has people reaching out about submitting the interest but not hearing back, please direct them to resubmit through a new QR-code – access to previous form is lost.

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- Five students have volunteered to assist with jamz.
- **Secretary role update**
 - Dariya potentially stepping down from the SRC Secretary role after completing outstanding templates and documentation. Will speak with Sasa upon their return before making any final decisions.
 - Will continue overseeing Jam sessions

Communications & Social Media

- **Social Media Tasks**
 - Tasks to be divided among team members to ensure consistent posting on Instagram, Discord, etc.
 - Plan to post weekly stories to boost student engagement.
- **Fun-fact & Facility Awareness Posts**
 - Add posts about campus facilities students may not be aware of (e.g., available study spaces, services).
 - Use Instagram and QR codes to increase awareness of Return & Earn program.
- **Post Scheduling**
 - Scheduling regular posts to avoid random uploads and create a steady stream of information.
 - Regular updates on events, student resources, and community engagement.
- **DM Monitoring**
 - Need one more team member/existing team member to help monitor DMs.
- **Legal Guidelines**
 - **Q:** Are there any legal restrictions on taking photos or videos in bathrooms for social media (e.g. showing donation trolleys)?
 - No issues provided no individuals or reflections are visible, and filming is limited to facilities (e.g. trolley, supplies, back wall).

Events & Culture

- **Tri Season Launch Recap**
 - The Season Launch was successful. The team will continue assisting with future events and collaborations.
- **Upcoming SRC Event**
 - Discussed the idea of an SRC-organised event before exams, around Weeks 10–11.
 - Proposal to involve EBM students for event coordination and support.
- **Halloween Event**
 - Halloween event planning underway, Sasa to confirm final details; all are welcome to dress up if they wish (appropriately).

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Student Wellness & Wellbeing

- **Donation Trolley Improvements**
 - Discussion on improving signage for the donation and trolley system.
 - A3 signs explaining how donations work, avoiding any confusion or expectation.
 - Proposal to avoid strong-scented items (e.g., Lynx).
 - Exploring potential options to restock the trolley system.

Diversity, Equity & Inclusion & Peer Support

- **Feedback and Suggestions System**
 - The physical suggestion box has low engagement and occasionally received inappropriate submissions.
 - Proposal to switch to an online feedback portal with QR codes for easier student access.
 - Adding a contact us form under "Meet the team (SYD)" section on the website
 - To increase visibility, suggestion to place QR code to the form on existing suggestion box

Facilities & Housekeeping

- **Bathrooms and Facilities Updates**
 - Toilet paper dispensers currently locked; hole in one bathroom door to be fixed.
 - Ground floor disabled bathroom improvements underway to make it more functional and accessible. The door issue is confirmed as being resolved.
 - **Level 1 Female Bathroom Supplies Trolley**
 - Reported missing.
 - Proposal to use SRC budget to restock and label the trolley.
 - Discussion around the purpose of donation activities, making the program more known through campus in social media too to let people know and encourage donation of spare sanitary products. To be discussed further with Sasa.
- **Kitchen and Fridge Cleanliness**
 - Ongoing monitoring of kitchen and fridge cleanliness.
 - Plan to post firm signs reminding students to clean after themselves; fridge will be locked if not maintained.

General Business

- **Film Club & Fighting Games Club**
 - These clubs are in the testing phase, no additional structural changes yet.
 - Let clubs evolve without formal leadership for now; formal roles (president/secretary) will be added when necessary.

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- **JMC Student Discord**
 - Idea for a casual student-run Discord discussed; must stay aligned with JMC's branding and rules.

Decisions & Action Items

Topic	Action	Responsible
Club Formalisation	Formalise proposal process.	Executive Office / DEI
Return & Earn Program	Redesign space around the bins and seek approval to allocate task to EBM students with collected funds going into student events.	Executive Office / Student Services
Suggestion Box	Implement new online feedback system with QR code access.	Peer Support/Student Support
Kitchen Cleanliness	Create and install firm signage in kitchen; explore approval to restrict access if area not maintained.	Facilities & Housekeeping

5 Mins for CEO

- Question raised regarding possibility of getting separate funding to have the sanitary trolleys re-stocked regularly.

Next Meeting

Date: November 3rd, 2025

Location: [TBC], JMC Academy Sydney

Support Contacts

SYDNEY

- **Community Engagement Coordinator:** Sasa Ljubovic | sasa1@jmc.edu.au

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Any and all students are welcome to attend SRC meetings.

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