



BIPOC Department Collective Agenda + Minutes

Date:	24 July 2024	
Chair:	Selena	
Minute-Taker:	Precious	
Time	<i>Meeting began at:</i>	5:10PM
	<i>Meeting ended at:</i>	5:53PM

Attendees	Chia Selena Emalisa Aleesya Precious Sabina Maitrey
Apologies	KB

Last Meeting's Action Items	N/A
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Exec Member	Agenda Item:	Minutes:	Action Item + Delegation
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Officer	<ul style="list-style-type: none"> ● Racism Report Documentary ● Racism Report 2024 ● Bush Week ● Queer Dept Coffee Collab? ● IDEA Nomination form here 	<ul style="list-style-type: none"> ● Documentary Screening next week ● Email ● “IDEA”: ANUSA group looking to make ANU more diverse 	<ul style="list-style-type: none"> ● Selena to Email Queer Dept re Coffee Collab
Secretary	<ul style="list-style-type: none"> ● Website Policies – Maitrey to discuss in more detail ● Introduction of Web Designer Position ● Constitutional Amendments 	<ul style="list-style-type: none"> ● Nominations for Web Designer Position are open 	
Treasurer	<ul style="list-style-type: none"> ● Food as the Collective ● Things that people want to see at BIPOC Ball ● Chai n Chats - Milligram alternative / Official Cap on attendees ● New Zine en route! 	<ul style="list-style-type: none"> ● Making food at Collective an ongoing thing ● Suggestions for Ball: <ul style="list-style-type: none"> ○ Mood board to help people get a better understanding of theme ● Alternatives to Milligram: <ul style="list-style-type: none"> ○ LAB ○ REX ○ New place next to ANU Sport ● Capping Chai n Chats attendance at 25 people ● Zine has been ordered and is on the way <ul style="list-style-type: none"> ○ Will be available on the website SOON 	<ul style="list-style-type: none"> ● Contact alternative spots for Chai n Chats
Social Officer	<ul style="list-style-type: none"> ● Overall Ball progress: ticket sales, deliverables etc. ● Performance Timetable Proposal ● Marketing for ball: <ul style="list-style-type: none"> ○ Post calendar of ticket release dates ○ Post story and reminder on instagram ○ Lookbook release 	<ul style="list-style-type: none"> ● 75 first release tickets sold so far (and they’ve only been on sale for 23 minutes!) ● Draft performance timetable: <ul style="list-style-type: none"> ○ Band performance ○ Welcome to Country - Noah ○ Ngunnawal Speech - Maggie & Noah ○ Band performance - Maggie’s cousin ○ 30 min first 2 DJs ○ Dance performance ○ 50 min DJ set ○ 1 hour DJ set ● Received several expressions of interest – trying to decide which DJs to include ● Need to decide whether we are paying DJs <ul style="list-style-type: none"> ○ If not paying, we need to make sure DJs are aware of this 	

<p>Advocacy Officer</p>	<ul style="list-style-type: none"> ● Decision to either have the BIPOC Department as a separate legal entity from ANUSA or under it. ● Need to sit down with various portfolios to explain aspects of website that come under their responsibilities. ● Proposal to buy zapier subscription - \$30.38/Month. <ul style="list-style-type: none"> ○ Needed regardless if we choose to be under ANUSA or not legally because google sheets isn't recommended by the ANUSA Legal. ○ Zapier is needed to transfer data from our forms to the platform of choice (example onedrive, airtable) and enable automations to take place. ○ Propose to pull necessary SAAF funds from BIPOC Base. ● Need to go through ANU BIPOC Department's passwords to ensure security. <ul style="list-style-type: none"> ○ Need to go through permissions in our department to ensure users privacy. ● Need to copy spam laws in our privacy policy. <ul style="list-style-type: none"> ○ Need to provide users with an option to opt out of the newsletter database. ● Racism Report 2024 <ul style="list-style-type: none"> ○ Consulted with Orima (Nathan Franklin, Principle Research Manager). He provided us with draft questions to get us started with the survey on 19/07/2024. ○ In contact with Think HQ (Jessica Billimoria) who is going to provide us with quotes for 	<ul style="list-style-type: none"> ● We had a meeting with ANUSA legal regarding website policies ● It was brought to our attention that we need to decide whether we want to be a separate legal entity or remain an entity under ANUSA (and shape our policies accordingly) ● Pros of remaining under ANUSA <ul style="list-style-type: none"> ○ ANUSA absorbs all legal liability ○ ANUSA handles our financials ● Cons of remaining under ANUSA <ul style="list-style-type: none"> ○ Less autonomy ○ ANUSA has access to certain information they wouldn't otherwise (e.g. who does/does not identify as BIPOC) ● ANUSA also recommends using ANU's cloud systems to store our data ● Vast majority of the collective would prefer to stay under ANUSA ● Important for website to remain active so it can come up closer to the top in search results ● Will need to go through ethics committee for 2024 Racism Report 	
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	<p>services about survey design and data analysis.</p> <ul style="list-style-type: none"> ○ Met with Liz Allen today (24/07/2024) who was helpful in explaining the possible ethical pitfalls of the survey and recommended us to email Bruce Smyth, who sits on the ANU Humans Research Ethics Committee) <ul style="list-style-type: none"> ■ He forwarded our request to Prof. Michalle Banfield (Head of the HREC Committee) ■ He recommended us to make an application with ANU REMS to ensure our survey is ethics compliant. ■ This ethics process usually takes a minimum of 3 months. ● Racism Report 2023 <ul style="list-style-type: none"> ○ Selena and She' have worked really hard to make this happen, please be available for screening on the Tuesday 30th of July, 7:30PM at Marie Raey Superfloor, we will be providing condiments. 		
<p>Publicity Officer</p>	<ul style="list-style-type: none"> ● Backlog of posts ● Website post ● Open vacancy post ● Informative post ● Ball posts ● Temporary maintenance of website 	<ul style="list-style-type: none"> ● Will be reducing frequency posting now that Bush week is over (it seems like this is better for engagement) ● Will be doing more Ball posts in the coming weeks <ul style="list-style-type: none"> ○ Ball DJ Lineup coming soon ● We underestimated the amount of work that is necessary to maintain the website 	<ul style="list-style-type: none"> ● To post a suggestion question box on Instagram for informative topic suggestions ● Aleesya to reach out to Natasha to do Ball DJ Lineup graphics

		<ul style="list-style-type: none"> ○ Web Designer role has become increasingly necessary because Publicity Officer does not have the capacity to run website on their own ● Want to focus more on informative posts this semester <ul style="list-style-type: none"> ○ Post on colourism did well ○ Potential post on medical racism in the future ○ Open to suggestions/receiving help from collective members with research 	
BASC Officer	<ul style="list-style-type: none"> ● BASC x Lodge Mixer: Week 2! 	<ul style="list-style-type: none"> ● Lena Karmel rooftop, Friday week 2! ● Free (but limited) tickets ● BASC DJs, drinks, and (potentially) food 	
First Year Officer	<ul style="list-style-type: none"> ● Paint and Sip: <ul style="list-style-type: none"> ○ Equipment all covered except for paint, identified which ones are needed ● Promotion for whatwereyouwearing (NPO against SA) ? <ul style="list-style-type: none"> ○ In need of volunteers ○ Saturday 27th, July rally 		<ul style="list-style-type: none"> ● Sabina to get BIPOC card and buy paint tomorrow ● Sabina to send “whatwereyouwearing” promotion details to Aleesya