

Singapore Management University Students' Association

80 Stamford Road, Singapore 178902

Email: smusa@sa.smu.edu.sg

Web: www.smusa.sg

Instagram: @sgsmusa

Office Location: SMU Students' Association, SMUSA

Student CCA Office, Basement 1, School of Information Systems



Meeting Minutes

18th SMU Student's Association (SMUSA) Council

Date	29 March	Time	1900 – 2100
Chaired by	SMUSA President	Location	SOA SR 2-1
Convened by	SMUSA Honorary General Secretary		
Attendees	SMUSA President: Tan Jia Wei Sara SMUSA Vice President: Chan Juun Kit SMUSA Honorary General Secretary: Ong Ing Khim, Russell SMUSA Honorary Finance Secretary: Sylvia Aw Su Wei SMUSA Academic and Welfare Secretary: Allyne Zhang Jiafan SMUSA Communications Secretary: Seo Shu Hui Sophia SMUSA Corporate Relations Secretary: Alicia Bee Jing Xuan SMUSA Events Secretary: Tan Jia Yi Trisha SMUSA International Students' Secretary: Zhuo Yanjie SMUSA Operations Secretary: Ler Wei Qiang ACF President: Sim Kai Shin, Hazel SICS President: Rachel Kheng Hui Ting SMUX President: Lim Zi En SSU President: Brendan Tay Jing Xun ASoc President: Kek Jia Jun Joshua Ellipsis President: Koh Hui Qing Oikos President: Yap Ru An Society President: Janice Patricia		
Absentees			
Latecomer(s)	Bondue President: Ong Wai Joon Dylan The Bar President: Tan Qing Zhe		

Singapore Management University Students' Association

80 Stamford Road, Singapore 178902

Email: smusa@sa.smu.edu.sg

Web: www.smusa.sg

Instagram: @sgsmusa

Office Location: SMU Students' Association, SMUSA

Student CCA Office, Basement 1, School of Information Systems



No	Agenda	Remark(s)
1.	<p><u>Introduction</u></p> <p>The meeting started at 1700.</p>	
2.	<p><u>Presentation by ACF President – Sim Kai Shin, Hazel</u></p> <p>The ACF President presented the items which her CBd had completed:</p> <ul style="list-style-type: none">- Merchandise Sales 1- Valentine's Day ARTventures- ACF Noticeboard Revamp based on new ACF branding- ACF Quarterly Gathering 1 <p>The ACF President then shared updates on the following upcoming items:</p> <ul style="list-style-type: none">- ACF Arts Camp <p>Recruitment for the Organising Committee and facilitators has been completed and handover is in progress.</p> <p>The confirmed dates are 3-5 June for the mock run and 1-3 July for the actual run.</p> <ul style="list-style-type: none">- ACF Welfare Drive 1: ACF Rave! (7 April, 10.30am to 7pm)	All to note
3.	<p><u>Presentation by SICS President – Rachel Kheng Hui Ting</u></p> <p>The SICS President presented updates on the following items:</p> <ul style="list-style-type: none">- SICS Camp	All to note

	<p>The organising committee has been finalised, and recruitment for facilitators is pending.</p> <p>The GPD will be submitted during the first week of May.</p> <p>The tentative dates for the mock run are 24-26 June, while the confirmed dates for the actual run are 30-31 July and 13-14 August.</p> <ul style="list-style-type: none"> - Welfare Drive (11-12 April) <p>The theme will be “Three Rs – Relax, Recharge, Rejuvenate”.</p> <ul style="list-style-type: none"> - SMOO Challenge and Purple Outreach <p>It has not been decided whether recruitment will be done internally through clubs or open to all students.</p> <p>The SICS President also highlighted that SMU Real Business will be sending two teams to participate in the Final Round of the Asian Students Venture Forum 2022. These are the only two teams representing Singapore. The competition will be broadcasted on Thursday on National Korea Television and YouTube, and the SICS President encouraged SAC members to support the teams.</p>	
<p>4.</p>	<p><u>Presentation by SMUX President – Lim Zi En</u></p> <p>The SMUX President gave an update on the following items:</p> <ul style="list-style-type: none"> - Welfare Drive (7 April) <p>The list of items to be given out was shared with the SAC members.</p> <ul style="list-style-type: none"> - SMUX Camp <p>The organising committee has been recruited, while recruitment for facilitators is pending.</p> <p>The GPD will be submitted by the first week of May.</p> <p>The dates of the mock run will tentatively be 16-17 July.</p>	<p>All to note</p>
<p>5.</p>	<p><u>Presentation by SSU President – Brendan Tay Jing Xun</u></p> <p>The SSU President gave an update the following items:</p>	<p>All to note</p>

	<ul style="list-style-type: none"> - IFC (completed) The SSU President thanked the SAC members and CBds for participating in the event. - First Post-Grad Muay Thai Sports Clinic (completed) This is the first time SSU has involved postgraduate students in its events. - Donated 800 shirts and old merchandise to needy families in the Tampines and Bedok areas - Sports Camp and Janus The logo, theme and programme are under way. The tentative dates for the mock camp are 23-25 June. - SSU is awaiting new updates from OSL regarding the maximum capacity rules for school sporting activities. The SSU President will update the rest of the SAC so that they can better plan their events. - SMU Table Tennis has been inducted into SSU. It has been upgraded from a probationary club to a full-fledged club. Club formation will be cleared through OSL. - SSU is open to any club petitions. <p>The SSU President also highlighted the achievements of SSU clubs representing SMU in ongoing competitions.</p>	
6.	<p><u>Presentation by ASoc President – Kek Jia Jun Joshua</u></p> <p>The ASoc President gave an update on the items which his CBd has completed:</p> <ul style="list-style-type: none"> - Main Welfare Drive - ASoc Camp and Night recruitment - Project Moolah recruitment 	All to note
7.	<p><u>Presentation by Bondue President – Ong Wai Joon Dylan</u></p>	All to note

	The Bondue President highlighted completed events such as the Annual Networking Night and Welfare Drive. He also highlighted the Bondue Camp as a key upcoming event.	
8.	<p><u>Presentation by Ellipsis President – Koh Hui Qing</u></p> <p>The Ellipsis President highlighted completed events such as the Welfare Drive.</p>	All to note
9.	<p><u>Presentation by Oikos President – Yap Ru An</u></p> <p>The Oikos President gave an update on the following completed and upcoming items:</p> <ul style="list-style-type: none"> - Interview Workshop (completed) This was postponed to 11 March as the speaker tested positive for COVID-19. Priority sign-ups were opened for those who had signed up previously. - OIKOS T-shirt sale (completed) Free Oscar stickers were given out. - Welfare Drive This will be happening in the following week. - Recruitment has been completed for Freshmen Camp: Elipzo and Under the Stars: Nebula 	All to note
10.	<p><u>Presentation by Sosociety President – Janice Patricia</u></p> <p>The Sosociety President gave on the following completed items:</p> <ul style="list-style-type: none"> - Majors Decision Talk - Welfare - Mentorship Programme - Informal Chats with Profs <p>The Sosociety President shared that there will be no upcoming events for her CBD in April.</p>	All to note

11.	<p><u>Presentation by The Bar President – Tan Qing Zhe</u></p> <p>The Bar President shared that his CBd has been promoting welfare for its members through its Coffee Drops initiative. He also highlighted the upcoming end-semester welfare, and that the structure for the summer events has been solidified.</p> <p>The Honorary General Secretary asked queried about The Bar’s experience in holding feedback sessions as SMUSA is looking to have feedback booths at its upcoming welfare drive.</p> <p>The Bar President shared that not many students attended as many had mistakenly thought that the Dean was going to be present at those sessions.</p>	All to note
12.	<p><u>Presentation by Academic & Welfare Secretary – Allyne Zhang Jia Fan</u></p> <p>The Academic & Welfare Secretary shared updates on the following items:</p> <ul style="list-style-type: none"> - SMUSA Student Survey <p>This will be open until 11.59pm on 1 April, and the reports on the results will be sent to her by the end of May. She will then share them with the SAC.</p> - Study Week <p>The final room allocation is based on what the CBds had requested, as well as the department’s own AAR. CBds can expect to receive less than what they had asked for. Based on the department’s experience during the last term, not all rooms were fully utilised. The Secretary asked the CBds to observe the utilisation of rooms this time and provide evidence for an increase in the number of rooms should they want to request for more during the next semester.</p> 	All to note

	<p>The Secretary also requested for the CBds to send her a list of representatives to be the point of contact to open the rooms each day. This is because many of the rooms are currently booked by instructors and will not be opened to students.</p> <p>Some Cbd Presidents had brought up problems which they had faced while booking rooms, while others requested for more. Some also suggested that it would be better for the CBds to book next time.</p> <p>A question was raised as to whether a GPD was needed. The Secretary told the CBds that she would get back to them regarding this matter.</p> <p>In addition, the following points were raised:</p> <p>The Bondue President had highlighted that one of Bondue’s booking was overridden by someone. The Secretary said that SMUSA will find out what had happened.</p> <p>The Ellipsis President suggested that the number of credits should be planned in advance next time, so as to avoid the problem of credits running out. The Honorary General Secretary replied by saying that SMUSA will add up the number of credits used during this booking exercise and ensure that credits are pre-emptively topped up before the next such exercise.</p> <p>The SSU President suggested that it would be better to book rooms at the same timings so that it would be easier for students to take note of them. He also agreed to help get SSU’s clubs to release the rooms which they have booked but which had been allocated by SMUSA to the other CBds.</p>	
13.	<p><u>Presentation by Communications Secretary – Seo Shu Hui Sophia</u></p> <p>The Communications Secretary gave an update on the items which her department has completed:</p>	All to note

	<ul style="list-style-type: none"> - International Women’s Day - Noticeboard posters - SAC Instagram post - SMUSAviving 2 <p>This highlights studying techniques and “snoomemes”.</p>	
14.	<p><u>Presentation by Corporate Relations Secretary – Alicia Bee Jing Xuan</u></p> <p>The Corporate Relations Secretary gave the following updates:</p> <ul style="list-style-type: none"> - Annual emails have been sent out - BIZCOM Bazaar will most likely be held during the last week of August. <p>The GPD is currently being done up, and the department envisions having booths along the SMU Concourse.</p> <ul style="list-style-type: none"> - BizCom is also pushing for the resumption of corporate booths. Should there be any companies enquiring about this, they should be directed to BizCom. - BizCom’s YouTube channel will be deleted as it has more channels than it can manage. - BizCom’s TikTok account will be revamped. - BizCom will be providing Instagram reels, with the pricing to be confirmed. 	All to note
15.	<p><u>Presentation by Events Secretary – Tan Jia Yi Trisha</u></p> <p>The Events Secretary gave an update on following key events.</p> <p>Freshmen Orientation:</p> <ul style="list-style-type: none"> - Recruitment for Facilitators, Game Masters and Associates has been completed. - The Organising Committee had met up with OSL to present the theme for the event – Smoovival - A briefing for Game Masters was conducted - The tentative plans for the event are to have a three-day hybrid programme (one day online and two days physical) 	All to note

	<p>One group will be split into two sub-groups, with each to attend one day on campus.</p> <p>Vivace:</p> <ul style="list-style-type: none"> - Vivace Induction has been completed. - The tentative plans are for Vivace to be a two-day programme held physically, with some online elements. - Recruitment for associates will be done by 2 May. <p>The Ellipsis President had queried about the deconflicting of venues as certain venues are being used for the Ellipsis pageant on the same days as Vivace, to which the Events Secretary replied that the venues had already been deconflicted.</p> <p>Bi-annual 1:</p> <ul style="list-style-type: none"> - The event will be happening on 8 April, from 12pm to 5pm. - It will be a fun fair, in which participants can gather stamps at different game booths to earn goodie bags. ‘ <p>The Secretary then shared that the Events Committee had finalised the Events Calendar on 4 March. SMUSA will be releasing this calendar in June on Instagram and in the Welcome Pack given to freshmen. Mock runs will be deconflicted after finals.</p> <p>In addition, the department is waiting for updates from OSL on academic briefings, dates of the scholarship camp, and workshops from the Students Success Centre.</p> <p>The Secretary then proceeded to share the Events Calendar with the SAC. She also told the CBds to inform OSL should they be shifting their camp venues to external venues.</p>	
16.	<p><u>Presentation by International Students’ Secretary – Zhuo Yanjie</u></p> <p>The International Students’ Secretary gave an update on the following items:</p>	All to note

	<ul style="list-style-type: none"> - First career session on 31 March <p>ICON is working with the ICON Alumni Group to bring alumni back to share with members on how to get a job in Singapore.</p> <ul style="list-style-type: none"> - Second welfare drive on 8 April 	
17.	<p><u>Presentation by Operations Secretary – Ler Wei Qiang</u></p> <p>The Operations Secretary shared the following details on Summer Asset Loans:</p> <ul style="list-style-type: none"> - The time period for Summer is defined as the Monday after the week of finals to the Sunday before the first day of the new academic year. - All bookings should be made within 22-28 working days prior to the requested loan date. - Confirmations will be made within 7 working days upon acknowledgement of loan applications. - The inventory list has been updated and extra assets from the FO cage will be utilised to meet the higher demand for asset loans during the summer period. - CBds and clubs are advised to request for assets earlier to get their required assets as soon as possible. <p>The Secretary also shared about the proposed Asset Loan Penalty System, in response to last-minute requests for asset loans from clubs. He shared that his department would try to accommodate all requests but would like to deter clubs from putting up last-minute requests. Hence, the department is proposing the following strike system:</p> <ul style="list-style-type: none"> - Every last-minute request (i.e., a request submitted less than 4 days before the collection date, or a change submitted during the collection date) approved by the Operations Department will constitute one strike. 	All to note

	<ul style="list-style-type: none"> - Clubs can choose to take the strike and proceed with the request, subject to the discretion of the Operations Department. - The first strike will constitute a warning and a second strike will result in a 2-week ban from any asset loan request. - The strike count will reset after the ban is lifted. <p>Finally, the Secretary shared an update from OCIS in response to concerns raised regarding “milky” water from the water coolers in LKCSB. OCIS had conducted an investigation and concluded that the “milky” quality was a result of air micro-bubbles that were infused into the water in the pipes during pressurisation. These bubbles will dissipate from the water after a while and the water is safe for consumption.</p>	
18.	<p><u>Presentation by Grassroots Working Committee Chairman – Ler Wei Qiang</u></p> <p>The Grassroots WC Chairman shared the following updates:</p> <ul style="list-style-type: none"> - The committee will be establishing guidelines to promote sustainability in the form of a reward-punishment system. - There will be a sustainability week during the next semester. - The committee will trial a return basket for welfare drives. - It is too rushed for OSL funds to be utilised at this point in time, so the committee has resolved to try using them during the next budgeting cycle. <p>The committee would need to emphasise that its collaboration with SMU VERTS is for increasing reach and not monetary support.</p> <p>The committee can also explore working with NYC and NEA, as well as the other universities, in this regard.</p>	All to note
19.	<p><u>Presentation by Leadership Induction Working Committee Chairman</u></p>	All to note

	<p><u>– Brendan Tay Jing Xun</u></p> <p>The Leadership Induction WC Chairman shared that the confirmed dates for SACLIP 2022 are 3 October to 6 October. All SAC members should be physically present for the opening ceremony on 4 October and the finale night on 6 October.</p> <p>In addition, the Chairman sought suggestions for the main case used in SACLIP. This is because last year’s main case was about the revamping the Constitution, and this is not likely to be relevant this year as it is being implemented in the CCA CBs this year.</p> <p>One suggestion raised was revenue generation.</p> <p>The Chairman encouraged SAC members to let him know if they have any other suggestions.</p>	
<p>20.</p>	<p><u>Closing by President and Vice President – Tan Jia Wei Sara and Chan Juun Kit</u></p> <p>The President shared about findings from the Student Pulse Survey. She shared that SMUSA will be working with ODOS and PVO over the summer to devise academic-related solutions to combat students’ mental health issues. This is because the main stressors of students stem from academics, and hence there needs to be ways to help them with their workload. SMUSA recommended having academic advisors attached to students throughout their period of study. This can begin with the incoming freshmen this year.</p> <p>The President will send out an email to share the results with students.</p> <p>The Vice President shared about the UCare Survey conducted by the Inter-University Network in collaboration with NYC which will be going out in mid-April. This is a sentiment study on the current mental healthcare/wellness landscape amongst tertiary students in autonomous universities and the insights gleaned will guide policy</p>	<p>All to note</p>

	<p>recommendations, including improving structural support for students. The Vice President encouraged members to promote the survey as more responses will lead to better recommendations.</p> <p>The President then shared that SMUSA had promoted study techniques through its online channels.</p> <p>Finally, the President and Vice President sought SAC members' views on the conduct of the next meeting in May. Suggestions included having an online meeting on a weekday night or weekend. The President also encouraged the working committees to have more meetings over the summer break so that they can keep in touch with each other.</p>	
<p>21.</p>	<p><u>Conclusion</u></p> <p>The meeting ended at 2100.</p>	