

Minutes for 1st 37th NUSSU Council Meeting

Date: Sunday, 13th September 2015

Time: 0915 HRS

Venue: LT18, School of Business

Attendance:

Present:

Council Representatives (19):

Wei Yi Chen	Business Club, Vice President (External)
Thenaesh s/o N Elango	Computing Club, Vice President
Andrew Koh Zheng Kang	Computing Club, Vice President
Xuan Lin	Engineering Club, General Secretary
Alexander Noronha	Engineering Club, Secretary of Student Affairs
Tan Kian Wei Alvin	Medical Club, Honorary General Secretary
Tan Li Ting	Science Club, President
Lim Cheng Lei	University Scholars Club, President
Ng Aik Loong	Community Service Club, President
Chia Ren Bin	Community Service Club, Vice President
Lim Shiao Wei	Community Service Club, Vice President
Cindy Handjaja	Cultural Activities Club, President
Camille Zhao Yi	Cultural Activities Club, Vice President
Ong Shi Jie Jocelyn	Cultural Activities Club, Vice President
Glen Anthony Ooi	Cultural Activities Club, Assistant Financial Secretary
Shen Jiayi	Political Association, President
Jia Haolin	Political Association, Vice President
Loh Yi Chin	Political Association, Vice President
Yeo Eng Way	Political Association, Marketing and Communications Director

EXCO Representatives (15):

Gordon Wong Wei Jie	Medical Club
Kenji Ong Shao Qiang	Law Club
Lim Sin Yang Edmond	Business Club
Toh Wen Jun	Business Club
Loo Weng Heng	Engineering Club
Tan Wee Bian	Engineering Club
Javier Leong Lu Sheng	Computing Club

Clement Eu Chun Kian	Sports Club
Goh Him Ling	Sports Club
Claire Ann Lois Abraham	Cultural Activities Club
Goh Suen Rong	Cultural Activities Club
Alvin Poh Leong Ann	Community Service Club
Manali Mehta	Community Service Club
Low Yi Yun	Political Association
Ong Zi Hao	Political Association

Observers (7):

Nguyen Dang Hoang Yen	Science, Year 3
Karen Wong	SDE, Year 4
Kellie Chong	SDE, Year 4
Ong Zhang Yao	Business, Year 3
Zan Goh Zewei	Engineering, Year 3
Lim Kok Seng	Graduated
Ong Soo Chin	Science, Year 4

Absents with Apologies (16):

Toh Xiao Wee	Arts & Social Sciences Club, President
Marissa Chang	Arts & Social Sciences Club, Honorary General Secretary
Sarah Chew	Arts & Social Sciences Club, Marketing Director
Sandra Chen Ming Shu	Dental Club, President
Lim Jia Min	Design & Environment Club, President
Choo Chia Jean	Design & Environment Club, Vice President
Toh Wei Ni	Design & Environment Club, Vice President
Tan Li Dan	Design & Environment Club, Honorary General Secretary
Liu Guiliang	Law Club, President
Teo Siu Ming	Law Club, Vice President
Wong Wen Kai	Medical Club, President
Chua Sin Hui Melissa	Medical Club, Vice President
Chua Zhe Xuan Royston	University Scholars Club, Vice President
Cedric Lim	Sports Club, President
Chua Khai Shing	Arts & Social Sciences Club, EXCO representative
Megha Verma	Science Club, EXCO representative

Absents without Apologies: 8

Union Elections Committee:

Jeanette Kwan	Union Returning Officer
Raynor Tan	Union Elections Officer
Kang Wee Jing	Union Elections Officer

Meeting Agenda

1. **Presentation of Roles and Responsibility of Council Member by UEC**
2. **37th NUSSU Executive Committee Internal Elections - Finance Secretary**
3. **37th NUSSU Executive Committee Internal Elections - Communication Secretary**
4. **37th NUSSU Executive Committee Internal Elections - Student Welfare Secretary**

The 1st Council Meeting was called to order at 0945 HRS by Ms Jeanette Kwan, Returning Officer of the 36th NUSSU Council.

S/N o.	Agenda	Action By
1.	Presentation of Roles and Responsibility of Council Member by Union Election Committee	Information No Action Required
2.	37th NUSSU Executive Committee Internal Elections - Financial Secretary	Elections procedures
2.1	Nominations and elections for the position of Financial Secretary, NUSSU EXCO	No Action Required
2.2	RO went through the Roles and Responsibilities of the Financial Secretary	
2.3	Opening of nominations proposed by Alvin Poh (CSC)	
2.4	Nominee: Goh Himling (Sports) Proposer: Edmond (Bizad) Seconder: Alexander (Engin)	
2.5	Closing of nominations proposed by Aik Loong (CSC)	
2.6	Goh Himling's (Sports) Elections Speech Presented to the council her elections slides. Please refer to the attached slides for further information.	

2.7 Javier (Computing) arrived at 1000HRS

2.8 **Opening of Q&A session proposed by Edmond (Biz)**

2.9 **Jiayi (PA) Q:** Noted that there are many financial opportunities offered such as the Union Sponsorship Management (USM) and council funding that were initiated by the NUSSU EXCO & Financial Standing Committee (FSC) respectively. So, what is the protocol for procuring these resources appropriately? What if two or more clubs are buying on the same resources, how would you then manage that expectation to everybody's satisfaction?

Ans: I would like to start with Council funding first. Council funding has been receiving a lot of application each year and I believe each of the projects serve different objectives and the finance standing committee will interview candidates and select the best candidate. For example, how are they going to reach out to students, how they are going to carry out their operations, what kind of objectives they are serving and how they can benefit the students. So we will be accessing criterias like this and select the best candidates after our discussion.

The second one would be USM. USM will work on a first- come-first-served basis. There are already sponsors but they are clueless on which project they can tap on. Whenever the clubs approach the USM committee, they will try to negotiate with the sponsors on the quantity and try to allocate to them. So it will be unfair if it is not on a first-come-first-served basis because it might be subjective on how we are going to distribute the items to them.

2.10 **Wen Jun (Biz) Q:** For council funding, you are planning to move Exco funds to this funding scheme but since the event organised by the Exco is on a broader scale, what is the rationale on increasing the council funding since these events funded are targeting a narrower scope of students?

Ans: When you mention about narrow scope, it means that actually there are other objective that we, as an exco, our project have not been taken into consideration and sometimes we need to consider on the manpower as well. Because it is very hard to manage a lot of committees under us. It needs a lot of supervision and if there is any other group who are able to pick that kind of objective to be reach out to other students at a more professional way, why not we just support them since it is beneficial to our students.

2.11 **Wen Jun (Biz) Q:** My questions are on transparency and accountability, so what is the degree of breakdown for the detailed summary of expense?

Ans: For Exco, we follow the standard set by OFS which is a long list of GL codes that they are providing us on how to categorise each expenses.

2.12 **Wen Jun (Biz) Q:** So, how we be assured of the accountability of the various items purchase?

Ans: We will be receiving the invoice on what kind of items they are purchasing and the items will be reflected on it.

2.13 **Jeanette (Arts) Q:** What is the role of the Financial Secretary in pushing the constituent clubs to be transparent?

Ans: I will be chairing in the FSC and I have the right to push for accountability and transparency for the council.

2.14 **Alvin (Med) Q:** In recent years, there have been much talk about financial transparency in student organisation. So, to what extent do you think we should publish our income and expense statements?

Ans: It will be based on the sample template provided by OFS, so we should publish in that way so that it will be up to standard and is more organised across all committees.

2.15 **Raynor (Computing) Q:** What do you foresee to be your greatest challenge and how do you overcome it?

Ans: Since there are many technical financial terms, I will do my due diligence in seeking for improvement.

2.16 **Haolin (PA) Q:** If we are publishing all the financial statements, will it be in hardcopy or through the internet?

Ans: It will be through the website because it will be more official, since Facebook is more casual as compared to hardcopy.

2.17 **Haolin (PA) Q:** Regardless how much details included in the statement, people will not be satisfied with the financial statement,

so to what extent would you publicly defend the budget?

Ans: If I am elected, I will answer all their emails and set up a FAQ and answer to their queries.

- 2.18 **Alex (Engin) Q:** So, you said the EXCO will pledge \$90,00 over 3 year for financial aid. So, where does this money come from?
Ans: NUSSU fund from a portion called NUSSU reserve. It is being spilt into two portions: one of it is invested, pledging from the return of investment and based on the return, it is a fact that we can support it.
- 2.19 **Renbin (CSC) Q:** How many projects do you intend to support through council funding?
Ans: It depends, each project ranges from \$500 to \$1000 , so I assum we can go for about 15 projects, which is quite a lot.
- 2.20 **Edmond (Biz) Q:** I understand you will face many financial issues over the years, how much trust do you place in your Deputies to check their work?
Ans: I will be checking as well; every single work that they do.
- 2.21 **Jiayi (PA) Q:** Union Sponsorship Management (USM) offered has been uni-directional to the constituent clubs, so, could these resources be bidirectional such that marketing information is compiled and shared with the various constituent clubs?
Ans: I cannot be the one to decide and I think that is a good suggestion that we can look into. And I will discuss with the director of marketing.
- 2.22 **Alex (Engin) Q:** What is your view on drawing money the reserves?
Ans: For NUSSU Bursary, we are drawing the reserve from the return of investment; for rag and flag and other projects, we are drawing from another part which is the liquidated portion.
- 2.23 **Alex (Engin) Q:** What is your view on drawing money from the reserves for Rag and Flag?
Ans: I think it is reasonable since rag and flag will be moving out every 3 to 4 years, making it a public event. There will be then addition logistics and thus incurring higher cost. Throughout the previous years while doing Rag and Flag in campus, we will be making sure that the final surplus saved throughout the years will be enough to compensate back the sudden increase of expenses every 3 to 4 years for rag.
- 2.24 **Aik Loong (CSC) Q:** What is the need for having a healthy reserve besides for events such as Rag & Flag?

	<p>Ans: Besides rag, there are other circumstances or emergency which will can tap on the reserve.</p>
2.25	<p>Wen Jun (Biz) Q: Since the bursary comes from the investments, so what is this investment? How is this investment conducted? And, are you going to disclose these information on this investment?</p> <p>Ans: The investment is conducted by the office of investment which is handled by NUS. We are giving them the trust to invest on behalf of us and how they invest is out of our control. However, we are doing short term investment which has less risk and a guaranteed (at least) 3% return.</p>
2.26	<p>Wen Jun (Biz) Q: Can I get a better clarification on investment return? Is the investment return guaranteed?</p> <p>Ans: It was guaranteed by the NUS officers.</p>
2.27	<p>Alvin (Med) Point of information: These investments by NUSSU EXCO and constituent clubs are managed by NUS financial office. So, the NUSSU EXCO has no control over the investment funds as we only decide the amount we wish to invest.</p>
2.28	<p>Soo Chin (Science) Point of information: This investments are tagged to the current fixed deposit rates. So it is a guaranteed return.</p>
2.29	<p>Thenaesh (Computing) Q: Regarding the NUSSU bursary, to what extent will this bursary overlap with the existing NUS financial aid? And what is the criteria for the students eligible for this bursary?</p> <p>Ans: NUS bursary is a pool of bursaries that involves all kind of donation; NUS bursary is only one of the programmes under the NUSSU pool of bursaries.</p>
2.30	<p>Thenaesh (Computing) Q: What is the purpose of this bursary?</p> <p>Ans: It is for all students to apply for the financial aids and select the appropriate schemes. One of them is NUS Bursary which is to help the needy students.</p>
2.31	<p>Thenaesh (Computing) Q: Doesn't this bursary overlap with what NUS offices already offering?</p> <p>Ans: For NUS bursary, people are donating to that pool and we are doing the same role as well. We are giving back what we</p>

	can afford through the NUS bursary platform.
2.32	<p>Wen Jun (Biz) Q: What does justified expenses mean to you?</p> <p>Ans: If there is a sudden increase, in that case we need to question the committee why is there an increase if they are engaging the same kind of vendor. Is it because there is an increase in quantity? Or engaging the wrong vendor as compared to last year where it is cheaper last year. We will be raising these kind of questions so that we can ensure that it is more cost-effective.</p>
2.33	<p>Cheng Lei (USP) Q: Is there a need to increase the bursary funding because the existing amount is not sufficient or should we channel this amount of return into different avenues where we could benefit other students?</p> <p>Ans: I believe that the NUSSU bursary will never get enough amount because by looking at the number of students that get rejected as the fund is not enough. It will be a good platform to reach out to students.</p>
2.34	<p>Alex (Engin) Q: You mentioned about the \$15,000 for council funding, is this funding on a come first serve basis?</p> <p>Ans: It is not on a first-come-first-served. It will go through submitted application forms and the FSC will understand and the need to understand more to decide whether to help them.</p>
2.35	Wen Jun (Biz) proposed to extend Q&A session.
2.36	<p>Cheng Lei (USP) Q: How do you cater the council funding to other constituent clubs using this \$15,000 for two semesters?</p> <p>Ans: From my experience, it is rare to start in a few months' time, especially if you are looking for funding. If it is a newly initiated project, they are careful to decide on their fund before beginning their projects. It is normal to start earlier which is beginning of the financial term.</p>
2.37	<p>Ren Bin (CSC) Q: When is the timeline of the council funding application?</p> <p>Ans: The timeline depends on the FSC in setting out the guidelines.</p>
2.38	<p>Cindy (CAC) Q: What is the point of funding a new project rather than an old project? What is the evaluation and reasons</p>

	<p>to fund a particular project?</p> <p>Ans: To be fair, we will be looking at whether there is improvement made. When it comes to new projects, we will be looking at the objectives and what do they want to achieve. When it comes to old project, we are always looking for ways to improve on the projects.</p>
2.39	<p>Kok Seng (Biz) Q: Would the finance standing committee spearhead this funding based on the different criteria?</p> <p>Ans: FSC is the right committee to step in and the right party to give the say.</p>
2.40	<p>Kok Seng (Biz) Q: How much in total are we giving out through this funding scheme?</p> <p>Ans: I do not the right to say now. It is a good perspective we should look into.</p>
2.41	<p>Wen Jun (Biz) Q: What is your take between trusted and existing vendors compare to cheaper and new vendors?</p> <p>Ans: There must be a reason to justify their reason for that particular vendor. Perhaps safety reason is why they retain the same vendor</p>
2.42	<p>Wen Jun (Biz) Q: I understand there is 3 quotations submission in place for committees but how do you ensure that these quotations are the cheapest in the market?</p> <p>Ans: We are taking other committees as a reference and from there we can make the right judgement.</p>
2.43	<p>Zi Hao (PA) proposed to close the Q&A session.</p>
2.44	<p>Kok Seng (Biz) objects to the closing of the Q&A session.</p>
2.45	<p>Kok Seng (Biz) Q: I mentioned about the budget dateline previously so how long do you need to present your budget to the council?</p> <p>Ans: The committees have already set up and working on their budget and I believe one to two weeks will be sufficient to submit their overall budget for me to access through.</p>
2.46	<p>Jocelyn (CAC) Q: Do you have a rough dates as to when the council funding will be out?</p> <p>Ans: Based on the previous year, it was 24 August to 10 January for the first round and 11 January to 31 July for the</p>

	<p>second round. This is just a reference from previous year's documentation.</p>
2.47	<p>Aik Loong (CSC) Q: What is the difference between the different tiers for Union partners? Ans: I will need to discuss with NUSSU BizCom. But my concept will be about 2 or 3 different tiers. By looking at the different of amounts they are sponsoring, when you go down each tier, they might be receiving less benefit.</p>
2.48	<p>Ren Bin (CSC) Q: Do you plan to source for any other grants besides PAYM and NYC? Ans: So far for government sector funds, these two are the main bodies that we would like to collaborate on.</p>
2.49	<p>Cindy (CAC) Q: Regarding this USM, how does this scheme work? Is it for constituent clubs to secure sponsorship to increase income? Ans: Whether is it event-based or club-based, it depends on the initiative of the sponsors as all of them have different kind of perspectives and have different kind of activities or clubs they want to work with.</p>
2.50	<p>Li Ting (Sci) Q: You mentioned about the increase in the quality welfare, so how would you plan your budget with this vision? Ans: I think that it is not sustainable if we keep on tapping on increasing the budget. By looking at the welfare packs we need to prepare every year, it is going to cost a huge expenses increase. So instead of increasing the budget, we can tap on other platforms like USM to source for more sponsorships.</p>
2.51	<p>Aik Loong (CSC) Q: Given that there is tier system for Union partners, how do you deconflict with the projects and clubs when choosing these partners? Ans: There are some form of new partners as adopted by current system like PAYM. Unlike DBS or Standard Chartered giving you a lump sum of money to allocate on our own. They will choose what kind of event they want to participate in. We always try to respect the initiatives of the sponsors and we try to build a two- way interest.</p>
2.52	<p>Yi Chen (Biz) Q: Do you sponsor the events that have their objectives that are aligned with NUSSU or a club who need your</p>

	<p>funding and have never receive any sponsorship from you?</p> <p>Ans: Since we have made clear that there are certain criteria that we will be judging from. I believe that the first club which is not aligning to our direction will definitely would not be considered by the FSC. There should be other source of funding that fits their direction for them to apply for. For the other three, we will judge based on, if they are serving the same purpose, what kind of improvement you have initiated. We will be providing the most appropriate funding based on the discussion of the FSC.</p>
2.53	<p>Raynor (Computing) Q: Over the years, social camps have been using sponsorship from SDN, however, they have criteria such that to foster close interaction between the students, so should they continue with such sponsorship?</p> <p>Ans: I do not think that union camp will the ones we are taking into consideration; they have enough profit to carry out their plans.</p>
2.54	<p>Yi Chen (Biz) Q: My question is on your financial transparency initiatives, so how insistent are you in pushing financial transparency for the constituent clubs?</p> <p>Ans: I strongly encourage them to do so. It is our responsibility, as student representatives, to show them how we have been handling their fees. I think it is their right to know how we have been operating and how we are spending their money.</p>
2.55	<p>Yi Chen (Biz) Q: To what extent, will you defend the constituent clubs budget?</p> <p>how capable you are in defending the con club budgets?</p> <p>Ans: Before publishing the account, there will be council meetings that we need to go through, where each of the constituent clubs and NUSSU Exco will be showing their budget and seek endorsement from all council members. Also, by keeping myself in the loop, I will be able to help as much as I could in justifying all the expenses, not only NUSSU Exco but all constituent clubs.</p>
2.56	<p>Yi Chen (Biz) Q: Given that different constituent clubs have different financial standards, what are your views on the different standards?</p> <p>Ans: If is is approved by the NUS officer, then it is fine; the</p>

	<p>standard is set by NUS. In the case the standard is set by the club, I would highly suggest that we should follow a template set by nus officer, so that when it comes to auditing, it will be easier and cause less accountability issues as well.</p>	
2.57	<p>Ren Bin (CSC) Q: For NYC and PAYM, does NUSSU has separate criteria for these funding? Ans: It will be handled by the FSC which we will be electing in upcoming council meeting.</p>	
2.58	<p>Ren Bin (CSC) Q: Will the set of criterias be the same as council funding? Ans: It is not necessary the same. If we are having the same purpose for all funding, then we might as well lump sum everything.</p>	
2.59	<p>Cheng Lei (USP) Q: With regards to disclosure of financial information for constituent clubs, how would you handle the questions asked by a member from a different faculty about the budget of another faculty club? Ans: I will not be the one handling it; each constituent club budget and income statement should be endorsed by the council, since it is written in the constitution. There are certain accountability and compliance since it is being endorsed by the council.</p>	
2.60	<p>Cheng Lei (USP) Q: There could still be chance whereby the budget is still unjustified after clearing the council meeting, so would you handle this issue raised by the students? Ans: It depends on what kind of issue. I will be answering all the emails directed at me; as an outsider, you can always voice out your opinions.</p>	
2.61	<p>Aik Loong (CSC) proposed to extend Q&A session.</p>	
2.62	<p>Jiayi (PA) Q: The sponsorships offered are good for constituent clubs but what the deliverables that Exco or sponsors expected to get in return? And, what if the sponsors have unexpected demands? Ans: When it comes to sponsorship, to reach an agreement, there must be a negotiation going on first. We need to speak to the sponsors on their expectations. If it is agreeable for both parties then it is fine.</p>	

	<p>Response to 2nd question: Before confirmation, there will be a written proof or a contract, and stated clearly what are they sponsoring and the returns they hope to achieve. The minimum that we would like to request logo placement on posters or banners, to raise awareness of NUSSU.</p>
2.63	<p>Alvin (Med) Q: Though transparency is good but how practical do you think it is for constituent clubs to publish all their club's budget?</p> <p>Ans: For students to access and let them know the financial status of the Union. It can reflect clearly whether are they having a deficit or a healthy status and be ready to react in any emergency cases.</p>
2.64	<p>Ren Bin (CSC) Q: Since budget is flexible and is subjected to change, is it more appropriate to publish income and expenditure statement as well?</p> <p>Ans: We have already published the income statement instead of balance sheet. But balance sheet can be looked into to show the exact flow, but it requires some time in reflecting accurately.</p>
2.65	<p>Jeanette (Arts) Q: So you mentioned to follow the procedures by Office of Financial Services closely, however, is it more important to be accountable to the school or the students?</p> <p>Ans: The initiative taken by the school have the same purpose as us and that we are accountable to the students.</p>
2.66	<p>Li Ting (Sci) Q: How do you ensure the accuracy of their budget and expenditure?</p> <p>Ans: I can request for the department of internal audit from the school to check everything we published is accountable.</p>
2.67	<p>Wen Jun (Biz) Q: To what extent, would you get external audit for all your financial statements to ensure accountability?</p> <p>Ans: Other than internal audit, we can seek help from Office of Financial Services to engage Ernst and Young to help. We can always seek help from OFS to engage Ernst and Young to help us.</p>
2.68	<p>Wen Jun (Biz) Q: To what extent, would you get external audit for all the expenditure given that there will be an increase cost in the budget?</p> <p>Ans: I guess it will only be applicable to a few clubs since only a</p>

	<p>few clubs did not get their audit services.</p> <p>2.69 Alvin (Med) Point of information: All the clubs' fund are audited by Office of Financial Services.</p> <p>2.70 Karen (SDE) Q: Although there is an increase in the bursary, what about the student that does not fit into this bursary criteria? Ans: The fund that we have been pledging to NUS bursary is not only coming from 8 dollar subscription but from sponsorships too. For the reserve that we have been saving on, we put into the investment and there is an increase in revenue which we can afford to pledge such amount of money back to the needy students. Secondly, this is not the only initiative that NUSSU Exco has been doing, there are other activities such as Student Life Fair, we are using the operation cost coming from the subscription that we have been collecting.</p> <p>2.71 Manali (CSC) Q: What would you do if you have a different perspective compared to the President? Ans: That's a good question. As it is rather operational, it will be based on our SOP. If there is any disagreement, I will discuss with the President, among our constituent position or the council for further discussion.</p> <p>2.72 Yi Chen (Biz) Q: Given the size of NUS population, in the event, there are overwhelming responses from the students, how do you handle such situation? Ans: I will not take the transparency down from the NUSSU web page. To be realistic, there will be rare cases and the issues will overlap with each other. That is when the QnA portion comes into place.</p> <p>2.73 Yi Chen (Biz) Q: From a scale of 1 to 10, how feasible is this financial transparency initiative? Ans: It will be 9.</p> <p>2.74 Closing of Q&A session proposed by Aik Loong (CSC).</p> <p>Voting Results: Total Strength: 31 For: 25 Against: 5 Invalid: 1</p>	
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<p>2.75</p> <p>2.76</p> <p>2.77</p>	<p>Ms. Goh Himling has been elected as the Financial Secretary of the 37th NUSSU EXCO.</p> <p>Edmond (Biz) proposed for a 5 minutes recess.</p> <p>Li Ting (Sci), Cheng Lei (USC), Yi Chen (Biz) and Andrew (Cormputing) have left the meeting at 11.25am.</p>	
<p>3.</p> <p>3.1</p> <p>3.2</p> <p>3.3</p> <p>3.4</p> <p>3.5</p> <p>3.6</p> <p>3.7</p> <p>3.8</p>	<p>37th NUSSU Executive Committee Internal Elections - Communication Secretary</p> <p>Nominations and elections for the position of Communication Secretary, NUSSU EXCO</p> <p>Union Returning Officer went through the Roles and Responsibilities of the NUSSU Exco Communication Secretary.</p> <p>Opening of nomination proposed by Weng Heng (Engin).</p> <p>Nominee: Claire (CAC) Proposer: Manali (CSC) Seconder: Alexander (Engin)</p> <p>Closing of nomination proposed by Zi Hao (PA).</p> <p>Claire’s (CAC) Elections Speech</p> <p>Presented to the council her elections slides. Please refer to the attached slides for further information.</p> <p>Opening of Q&A session proposed by Weng Heng (Engin).</p> <p>Jiayi (PA) Q: Thank you for your presentation. Given that, there are tonnes of event on campus, how do you ensure all clubs can be featured on the limited platforms and align with the vision of NUSSU? Ans: Basically, for the union’s direction we look at current events meant for all students. For example, CAC will look on arts initiatives. How do I ensure that I have proper coverage? I understand that this team is very dedicated in finding out more events but sometimes there is lag in the follow up. And I can be there to link up with the clubs.</p>	<p>Elections procedures No Action Required</p>

3.9 **Haolin (PA) Q:** Will there be a change to the email blast given that an email will consist of many events and events at the lower part of the email is left behind?

Ans: The format of the layout is still in the planning phase. But we wish to make it such that with one glance, we are able to see all the events and activities. In a sense, we are publicizing the main events. We are intending to increase the frequency of blast, since students have provided feedback that they are being swarm by emails. In order to prevent that, we can give them a collated list of events.

3.10 **Ren Bin (CSC) Q:** If the poster size of the event is reduced, how do you respond to the various clubs concern?

Ans: For that we are still in the planning stages, so I will think through and get back to you through an email. Perhaps we will provide links to your club's website or your event website that could provide more information. But for your description, we do encourage a short description that captures the main point of your event.

3.11 **Jiayi (PA) Q:** How NUSSU can assist to retain talented individuals for designing?

Ans: We have recruited a group of designers for the past year. I can work with you to develop on that.

3.12 **Wen Jun (Biz) Q:** In the event, there are more events, what is the selection criteria for the email blast to be published timely?

Ans: For email blast we have a deadline and we are sending out every monday at the start of the week, so that you can have a summary of the week. The deadline for submission of information and publicity details on Friday before 6pm. For those who have not met this deadline, they will be brought onto the following week or we will introduce other communication platforms for them to tap on such as the events page or facebook page. We will blast out 7 or 8 events maximum.

3.13 **Gordon (Med) Q:** Is the internship opportunities posted on the Union FB page a new initiative?

Ans: The purpose of the union facebook page is to share post from other constituent clubs and Associate Bodies so that we can promote awareness. We can work with the career office to share some of this opportunity with students.

3.14 **Alvin (Med) Q:** What is your opinion on social media platforms such as NUS Whispers and etc.? Have you ever thought of having the Union to take over these pages?

Ans: These 2 platforms were created by anonymous groups of students that we cannot control. What we can actually do is to look through all these feedbacks and suggestions posted by students on these sites and come up with a collated lists. We are not looking into responding every single one, but a collated list. We are then able to answer them appropriately.

3.15 **Ren Bin (CSC) Q:** Follow up question, where would these responses for student concern be published?

Ans: The list of responses will be shared on Facebook and out on our webpage. I will be constantly revising the website, looking through the gaps and try to reorganise and make it clearer.

3.16 **Jiayi (PA) Q:** To what degree would these communication initiatives be put in place without straining the limited manpower?

Ans: I will be working closely with welfare cell and brainstorm on how to respond to these questions. I will focus on commonly raised issues and provide answers to them.

3.17 **Jeanette (Arts) Q:** What is your opinion of publishing controversial issues on the social media platforms?

Ans: I will look carefully at the content, and to think through what is the after effect. It will be best to avoid controversial issue. Be honest with the students but provide a balanced view.

3.18 **Wen Jun (Biz) Q:** Since traffic has been low for websites, how do you fix this problem?

Ans: By tapping on other communication platforms, such as askNUSSU and regular feedback walkabouts, letting students know that these are the links they can go to for help. Like the magazines for freshman, that can let students know more where to obtain help. Basically stepping up efforts to publicize about our activities on other channels.

3.19 **Closing of Q&A session proposed by Zi Hao (PA)**

	<p>Voting Results: Total Strength: 29 For: 29 Against: 0 Invalid: 0</p> <p>3.20 Ms. Claire (CAC) has been returned as the Communication Secretary of the 37th NUSSU Exco.</p> <p>3.21 Haolin (PA) proposed for a 5 minutes recess.</p>	
<p>4.</p> <p>4.1</p> <p>4.2</p> <p>4.3</p> <p>4.4</p> <p>4.5</p> <p>4.6</p> <p>4.7</p> <p>4.8</p>	<p>37th NUSSU Executive Committee Internal Elections - Student Welfare Secretary</p> <p>Nominations and elections for the position of Student Welfare Secretary, NUSSU EXCO</p> <p>RO went through the Roles and Responsibilities of the NUSSU Exco Student Welfare Secretary.</p> <p>Opening of nomination proposed by Wen Jun (Biz),</p> <p>Nominee: Yi Yun (PA) Proposer: Manali (CSC) Seconder: Kenji (Law)</p> <p>Closing of nomination proposed by Zi Hao (PA)</p> <p>Yi Yun's (PA) Elections Speech</p> <p>Presented to the council her elections slides. Please refer to the attached slides for further information.</p> <p>Opening of Q&A session proposed by Weng Heng (Engin)</p> <p>Aik Loong (CSC) Q: Could you share with us your definition of welfare? Ans: Welfare consists of two aspects: students' needs and students' wants. Basically students' needs refers to things that students need in order to survive and carry out their daily activities, for example lecture theatres or professors. Student wants is something extra that students can survive without however it is good to have like student welfare packs.</p>	<p>Elections procedures No Action Required</p>

4.9 **Jiayi (PA) Q:** Thank you for presentation. How do you intend to evaluate the success of your welfare initiative in terms of both tangible and intangible benefits?

Ans: In terms of tangible, I believe is very easy to measure in terms of our outreach. Intangible is something that we cannot measure at this point of time but we aim to find out their opinions about what NUSSU is doing. And determine if students have understood what the Union has been doing by conducting walkabout so is quite hard to determine how wide is their smile.

4.10 **Jeanette (Arts) Q:** Why is it necessary for Student Welfare Secretary to be a constitutional position given that all positions should work towards providing student welfare?

Ans: Let's look at the individual constituent position. We have the president setting the direction in general. The vice president assisting more internally. The financial cell, communication cell and the secretariat cell mainly focus on the daily operation of the union and reach out to students. So we need a cell to champion these changes to actually do student welfare. There is no focus if it is divided with all constituent position. The welfare cell actually set the direction for the exco welfare initiatives.

4.11 **Alvin (Med) Q:** Over the years, there has been an increase in welfare packs, is there a goal to provide all students with welfare packs and if not, how do you balance the cost of the welfare packs?

Ans: We have been tackling this question over the few years. There will be no increase in welfare packs. We have already hit a threshold of 12,000 because issues of over supplying or issues of wastage in certain faculties. This year we are looking into improving the quality of the welfare packs. A system has been developed for faculty club that actually feedback to us on what items that they think is good to have it in their welfare pack and we will be beneficial for students in their faculty. We will be looking into that area and procuring items from our side as well as from USM.

4.12 **Haolin (PA) Q:** Does the welfare cater to graduate students and if not what cater to the graduate students?

Ans: Our welfare does not extend to graduates since money comes from undergraduates. It only extends to undergraduates.

4.13 **Haolin (PA) Q:** Intangible welfare is rarely catered to academic and class issue, so do you have plans for improving the academic quality and facilities?

Ans: This was part of my plan but I did not mention because in the goal and agenda of welfare secretary throughout the two years. About the professors' teaching quality, teaching material and lecture theatre has been ongoing in our welfare survey. This has been constantly feedback to the BUS. It is a by default agenda.

4.14 **Yi Chin (PA) Q:** Do you have any plans to include teaching quality as meter of their performance?

Ans: It is not in our position to actually judge the university's criteria on how we are going to access the professor based on their publications. It is good for them to be accountable but whether can we actually put into the university's requirement for the professor is another story. But I will take this into account and clarify with the Board of Undergraduates.

4.15 **Ren Bin (CSC) Q:** Given a fixed budget, which would you focus on intangible or tangible welfare?

Ans: Given a fix budget, It is not about intangible or tangible, it is more of students' needs and students' want. Majority of the budget will be placed on improving students' needs. Students' wants take up a smaller porportion of the money.

4.16 **Aik Loong (CSC) Q:** You mentioned about the book awards, could you share with us how is dedicated for this award and how is this different from the NUSSU bursary?

Ans: BABG is a project spearheaded by students' funds. The aim is to reach out to students who are not able to apply for the grant. The bursary award only can apply at the beginning of their university life. The target for the BABG for students throughout the year. They can actually apply during their university life and has less financial burden. This budget is \$44,000. And the selection has been ongoing by the students' fund committee.

4.17 **Alvin (Med) Point of information:** BABG is from a separate pool of funds compared to the NUSSU bursary. This fund comes from a fund that was set up by Mr Goh Chok Tong a few decades ago.

4.18 **Alvin (Med) Q:** Since most of your plans are targeted to faculty

	<p>clubs, are there any plans to involve the non faculty clubs?</p> <p>Ans: Definitely. I understand that student welfare is something that is directed to the students and their faculty clubs are the main ones reach out to students. To reach out to non-faculty club, we have a platform for them to tap in our survey. If the non-faculty club would like to more information, they can tap on our existing survey platform and again I am inviting you to join us our walkabouts.</p>	
4.19	<p>Jeannette (Arts) Q: Do you think that the welfare packs are distributed equally?</p> <p>Ans: Currently, the welfare pack distribution is equitable, however we are making it more fair. Previously it was done on a different set of criteria. However this year we are revamping it.</p>	
4.20	<p>Jeannette (Arts) Q: In some faculties they give one welfare pack per year, in some faculty there could be an overlap, so are there any changes?</p> <p>Ans: Every student has a right to take the welfare pack. Faculty should make a point to give student a welfare pack every year.</p>	
4.21	<p>Ren Bin (CSC) Q: What is your criteria for the welfare pack distribution?</p> <p>Ans: We are going to shift the proportion of the budget that we have in accordance to the number of students in each faculty. This will be brief to the welfare director of each committee.</p>	
4.22	<p>Kok Seng (Biz) Q: In the 35th and 36th Exco, the ChangeNUS campaign is introduced for crowdsourcing ideas so in your term would you continue this initiative?</p> <p>Ans: I am not carrying out changeNUS project because of two reasons. Number one, the office that has been partnering with us feel that the project is not reaching out to students and they would like to focus on the initiative that have already been brought up in the previous 2 competition to make changes on them. So currently we are putting the project on hold till we make the relevant changes.</p>	
4.23	<p>Alex (Engin) Q: You have suggested two ideas to improve canteens, however, are these solutions different from previous years?</p> <p>Ans: This year, I would check out from faculty on their views on the vendors. Since we cannot change all at once but on the</p>	

	<p>more pertinent ones. For spaces, I understand that it may be something that is far-fetched. However, while implementing, we are conducting a trial for 2 weeks and monitor the situation.</p>
4.24	<p>Alvin (Med) Q: With the closing of Science canteen, do you have any plans to solve the issue? Ans: The science canteen will be closing down next January or February. There will be only 4 canteen vendors, we will be speaking to OCA and sort out the pricing or we will in cheaper alternatives.</p>
4.25	<p>Alex (Engin) Q: If your solution doesn't work, would you come out with another solution? Ans: Yes. If you have suggestions please do provide too.</p>
4.26	<p>Javier (Computing) Q: How much trust and freedom will you be giving to your deputy welfare secretaries? Ans: I will be giving them the autonomy in execution of events and keeping them in check by frequent updates.</p>
4.27	<p>Manali (CSC) Q: What is the issue in the 36th Exco you wish to improve on? Ans: The 36 th exco welfare cell was not fully optimize. I would like the welfare cell fully operational and achieve many things as I planned.</p>
4.28	<p>Jiayi (PA) Q: How do you think the welfare cell can be fully maximised and utilised? Ans: There wasn't constant engagement of the deputy welfare secretary and it is very hard to keep track of their progress. The welfare secretary actually has to handle majority of the work. I would like to avoid it.</p>
4.29	<p>Alvin (Med) Q: What are your plans for your standing committee? Ans: My standing committee will not be revealing on the welfare initiatives but I will be focusing on academic policies. I will be working closely with the standing committee for the B.U.S. This is because we need different perspectives.</p>
4.30	<p>Aik Loong (CSC) Q: What if there is no welfare standing committee, which initiative will you forgo to focus on academic policies improvement? Ans: I will not forgo any initiatives at this point of time. However,</p>

	<p>I will take feedback from welfare directors and open for suggestion and discussion.</p>
4.31	<p>Manali (CSC) Q: Sometimes our student has wants, how do you determine whether is it feasible to cater to such wants? Ans: Students' want is something we would like to focus on as well but based on resources. It is a long term plan and also continuity for the next upcoming committee.</p>
4.32	<p>Jeanette (Arts) Q: As the Student Welfare Secretary, should the Project Director (PD) be responsible to the accidents of their participants? Ans: It is more on enforcement. The PD should be responsible in a certain extent for the accident. Such safety regulations has already be done and the PD should know what could be done. It will be a board of discipline case.</p>
4.33	<p>Alvin (Med) Q: Should there be more students than the professors in Board of Discipline (BOD) and what is the role of student in BOD? Ans: As students we provide a different viewpoint, it is more about understanding from a student's' point of view during the meeting. The point of having more students is to balance on viewpoints.</p>
4.34	<p>Aik Loong (CSC) Q: How do you ensure that the welfare of the students in the Hall are taken care of? Ans: Student welfare targets all student in NUS, technically JCRC is part of my initiatives. However, if there are relevant clubs or halls in JCRC, they can bring up to us and we can approach and discuss with the Associate Bodies and JCRC.</p>
4.35	<p>Aik Loong (CSC) Q: What kind of channels will you use to facilitate welfare feedbacks? Ans: Channels is to go through our official or email me personally since there isn't overwhelming and I can still handle them.</p>
4.36	<p>Jiayi (PA) Q: Are you in favour of the current student and professor imbalance in BOD and how could it be more balance? Ans: I have yet to take into account of this issue.</p>
4.37	<p>Jiayi (PA) Q: How are the students selected to serve in BOD</p>

4.38	<p>and what is the role of NUSSU in this selection? Ans: The students are selected from the elected exco members and we usually avoid repeating members.</p> <p>Closing of Q&A session proposed by Weng Heng (Engin).</p> <p>Voting Results: Total Strength: 29 For: 28 Against: 0 Invalid: 1</p>	
4.39	Ms. Low Yi Yun (PA) has been returned as the Student Welfare Secretary of the 37 th NUSSU Exco.	
4.40	Aik Loong (CSC) proposed for a 5 minutes recess.	
5.	<p>Announcement by the Council Chairperson and the President</p> <p>5.1. Announcement has been made for the 2nd NUSSU council meeting that it will be set on the 26/9/2015 (Sat) 10.00 am.</p> <p>5.2. Reminder has been made by the Council Chairperson for all council members to attend the 2nd council meeting and each clubs must be represent for each council meeting.</p> <p>5.3. The President has informed the council on the consultation session conducted by the Exco before the 2nd Council meeting. The date is to be confirmed.</p>	No Action Required

With no other outstanding matters to discuss, Mr Ong Zi Hao (PA) proposed to close the meeting at 1315HRS.

Prepared by,

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