Minutes for a Meeting of Council

New Law Seminar Room 105

6:00pm on 20th May 2013

Ex Camera

Chair: Joanne Gad
Minutes: Mike de Waal

Attendance: Georgiana Toma, Guien Miao, Kylee Hartman-Warren, Tuba Omer, Kieran Latty, Timothy Scriven, Nicole Doughty, Joanne Gad, Mike de Waal, Tanveer Sohal, Audrey Irish

Guests: Margaret Kirkby

★ 1 Acknowledgement of Country and Welcome

The President opened the meeting at 6:15pm with an Acknowledgment of Country.

★ 2 Governance

2.1 Apologies
Tasmeea Kabir
Siva Purushothuman
Alice Brandli
Pip Muratore
Khawaja Almas
Sam Usama
Amy Mao
Bish Marzook
Thomas Munro
David Follent

2.2 Proxies
Siva Purushothuman to Kylee Hartman-Warren (2nd pref: Timothy Scriven)
Alice Brandli to Joanne Gad
Pip Muratore to Joanne Gad (2nd pref: Tom Munro, 3rd pref: Kareena Denley)
Khawaja Almas to Kylee Hartman-Warren
Thomas Munro to Timothy Scriven
David Follent to Mike de Waal
2.3 Resignations

Andrew Rhodes’s position on Council has been made vacant as per SUPRA Constitution section 05.07: 2) “The position of a Councillor becomes vacant automatically if a Councillor fails to attend three meetings of Council in a row without having been granted prior leave of absence or submitting apologies appropriately.”

2.4 Starring of Items

The Council was invited to identify any items not currently scheduled for discussion.

Items 3.1.1 and 4.3 were starred.

Motion [MAY13-01]: That Council accepts all unstarred items.
Moved: Mike de Waal Seconded: Tuba Omer Consensus.

3 Minutes and Reports of Meetings

3.1 Minutes of the previous month’s meetings

3.1.1 Council Meeting, 28th March 2013

These minutes had been accepted at the April Council meeting, but have been tabled again for clarification on one issue.

Procedural: That the meeting moves in camera.
Moved: Joanne Gad Consensus.

The meeting moved ex camera.

3.1.2 Council Meeting, 18th April 2013
3.1.3 Management Committee, 2nd April 2013
3.1.4 Management Committee, 23rd April 2013
3.1.5 Management Committee, 30th April 2013
3.1.6 Management Committee, 6th May 2013
3.1.7 Management Committee, 15th May 2013

Recommendation: That Council accepts the tabled minutes, with noted amendments.

Attached documentation: Minutes of the abovementioned meetings.

3.2 Business Arising From Minutes

The Vice President (Policy) noted that Policy meeting minutes have been tabled at the meeting.

Motion [MAY13-03]: That the minutes of the Policy Meeting be accepted.

4 Officer Reports
4.1 President
   Joanne Gad

4.2 Vice President (Community)
   Timothy Scriven

4.3 Vice President (Policy)
   Kylee Hartman-Warren
   "Please note this in conjunction with the Reporting Agenda Item- I attempted writing my report with the new template as a test dummy, and found that it took a long time in one go, however the idea is to do this process once every two weeks so it should take even less than half the time because I'm quite verbose."

4.4 Vice President (Publications)
   Vacant

4.5 Treasurer
   Mike de Waal (Acting)

4.6 Secretary
   Mike de Waal

4.7 Education Officer
   Nicole Doughty
   This report did not arrive in time. It will be tabled at the meeting.

4.8 Equity Officers
   4.8.1 International Officer
   Tuba Omer
   4.8.2 Disabilities Officer
   Timothy Scriven
   4.8.3 Queer Officer
   Tom Munro
   4.8.4 Women’s Officer
   Kareena Denley
   4.8.5 Aboriginal and Torres Strait Islander Officer
   David Follent
   This report did not arrive in time. It will be tabled at the meeting.
   4.8.6 Equity Convenor
   Tom Munro

Recommendation: That Council accepts the tabled reports of Offices.

Attached documentation: Reports of Officers.

★ 4.9 Business Arising From Reports

Margaret Kirkby noted that staff do not have access to the officer reports. It would be great to know more about what councillors are up to.
5 Staff Leave and Probation Review [In camera]

6 Elections for Vacant Office-bearing Positions

Timothy Scriven nominated for the position of Returning Officer. With no other nominations, he was appointed by consensus.

The Returning Officer called for nominations for the position of Vice President (Publications).

Tanveer Sohal nominated for the position. There were no other nominations.

The Returning Officer distributed ballot papers.

*Tanveer Sohal was elected Vice President (Publications).*

The Returning Officer called for nominations for the position of Treasurer.

Georgiana Toma and Guien Miao jointly nominated for the position. There were no other nominations.

The Returning Officer distributed ballot papers.

*Georgiana Toma and Guien Miao were elected Co-Treasurers.*

7 Election for Casual Vacancies on Council

Nominations have been received from Peregrin Chiara and Douglas King.

The Returning Officer distributed ballot papers.

*Peregrin Chiara and Douglas King were elected to Council.*

*Attached documentation: Nomination forms.*

8 Verbal Report from a Member of Staff

Margaret Kirkby spoke to the Council.

There has been a lot of pressure on staff due to the logistical nightmare of the move. Rachel and Louise have left and Amity and Cath are now employed. SUPRA need to develop internal policies. One is a Code of Conduct for staff. They have developed a draft, and as well as some procedures for staffing. It needs to come to Council for approval, recommendations and amendments.

There has been the usual caseload. Coursework students are being hit with assessments this month.

Adrian Cardinali is going on leave. They need to develop a timeline about handover. Francine Seeto has taken a lead on the Thesis Guide. Hank’s been working with Kylee over developing an induction program for new councillors. That’s still in discussion and underway.

She spoke about Stucco. It’s a student cooperative, at very low-cost. International students can’t
reside there permanently. They give temporary accommodation to people for two weeks. If people need emergency accommodation SAAOs can sort it out. She’s also been providing assistance with the support of MUPRA. Working with Tim Hendry and accompanied him to a meeting on 6th May to speak with DVC over there. She thought it went OK but the university has informed MUPRA they’re going to implement their decisions. She informed Council that this is outrageous. It could have an echo for SUPRA.

**Motion [MAY13-07]:** That we accept the report of Margaret Kirkby.

**Moved:** Timothy Scriven  **Seconded:** Nicole Doughty  **Consensus.**

★ 9  **Workplace Health and Safety**

The President noted that the moving boxes outside SUPRA have now been scheduled to be moved. Margaret Kirkby noted a problem with the security system not being aware of a smoke detector in the new offices.

★ 10  **Changes to the SUPRA Constitution**

The President said that there will all be debated at the Annual General Meeting. Recommendations 1-5, 9 and 16 were starred for discussion.

**Recommendation 1:** It was said that this was for clarity. It was suggested that we insert “except when voting in elections”.

**Motion [MAY13-08]:** That we accept Recommendation 1 with noted amendment.

**Moved:** Timothy Scriven  **Seconded:** Tuba Omer  **Consensus.**

**Recommendation 2:** The International Officer said that it sounds like this is undermining good faith. The President responded that it is not an unusual clause.

**Motion [MAY13-09]:** That we accept Recommendation 2 with noted amendment.

**Moved:** Timothy Scriven  **Seconded:** Tanveer Sohal  **Consensus.**

**Recommendation 3:** The Vice President (Community) said that even if we have an executive structure that requires the dividing of portfolios, the best way is to do this on a time-to-time basis. The work shifts all the time.

The President added that this looks like we’re putting duty statements into the constitution. We can only really change it once a year, and only with the approval of Senate.

The Vice President (Policy) responded that her concern is that there are things we do have to get done on a year-to-year basis.

**Motion [MAY13-10]:** That we reject Recommendation 3.

**Moved:** Timothy Scriven  **Seconded:** Kieran Latty  **Carried (1 abstention).**

**Recommendation 5:** The Vice President (Community) said it is not specified how long should be given. It was said that the Constitution already says we can remove a councillor for any reason by a vote of Council. Several councillors noted that this is redundant.

**Motion [MAY13-11]:** That we reject Recommendation 5.

**Moved:** Timothy Scriven  **Seconded:** Tuba Omer  **Carried (1 abstention)**

**Recommendation 9:** It was noted that this would split up a committee we merged last year.

**Motion [MAY13-12]:** That we take Recommendation 9 back to Policy Committee for review.
Audrey Irish left the room and passed her proxy to Tuba Omer.

Recommendation 16: It was recommended that this recommendation be returned to Policy Committee.

Motion [MAY13-13]: That Recommendation 16 be returned to Policy Committee.
Moved: Timothy Scriven Seconded: Tuba Omer Consensus.

Procedural: That the meeting move to item 16.
Moved: Timothy Scriven Carried.

Attached documentation: Constitution with Track Changes, Constitution Recommendations.

★★ 11 Budget 2013

The Acting Treasurer displayed our interim budget. It’s difficult to approve money for office-bearers when we don’t know what the Executive is going to look like.

He noted that SUPRA should be paying office-bearers at a higher rate as per our Financial Regulations.

Motion [MAY13-18]: That we direct Finance Manager to adjust the pay rate to office-bearer stipends reflect the Financial Regulations from today (May 20th). That we direct the President to circulate a Motion by Circulation regarding whether this should be back-paid.
Moved: Mike de Waal Seconded: Tuba Omer Consensus.

The meeting moved to item 19.

Attached documentation: Budget estimate, “Notes for the final budget” document.

★★ 12 Dates of Council Meetings for 2013

The President will speak to this item.

The proposed dates for the rest of the year are:

- Tuesday June 18th
- Wednesday July 17th
- Thursday August 15th
- Monday September 16th
- Tuesday October 15th
- Wednesday November 13th
- Thursday December 12th

13 CISA Update

CISA have provided us with financial summaries, as requested at the April meeting of Council.

Attached documentation: CISA Balance Sheet, CISA Budget Analysis.

★★ 14 Reporting Template

The Vice President (Policy) will speak to this item.
There are two templates in an attempt to make a more accountable reporting style, and these are inspired by reporting mechanisms seen at other student associations. The Time-sheet Template is what you would hand to John Fell every other week. It includes your normal time-sheet (inspired by SUPRA's sheet) in addition to a Reporting Chart where you fill in the main tasks you've done for the week, and estimate how long they've taken. The idea is that you'd fill out the SupraTemplateTimesheet every other week, and cut and paste the Report Chart into your monthly report as shown in SupraTemplateReport. As noted, the VP Policy report is the test dummy for this template, and the VP will discuss the benefits and flaws to doing this. In the mean time, have a look and please provide your feedback.

Attached documentation: SUPRA Template Report, SUPRA Template Timesheet.

★ 15 Overpayments [In camera]

The meeting moved to item 11.

★ 16 Police Violence

The Vice President (Community) recommended endorsing the petition. It’s more about the sentiment. Michael Spence has said he is “welcoming” them on campus. He can reject their presence. This is counted as federal land.

One councillor responded that Police are allowed to enter the campus without permission if they believe that their entry would lead to a crime not being committed.

Margaret Kirkby said that of course the Vice Chancellor can permit police on campus. The question is about the discriminatory practices in allowing this.

**Motion [MAY13-14]:** That SUPRA Council endorses the petition, as well as the event scheduled for Thursday 23rd May to protest the presence of police on campus.

**Moved:** Timothy Scriven  **Seconded:** Kylee Hartman-Warren  **Consensus.**

★ 17 MUPRA

The Vice President (Community) explained the situation at the Macquarie University Postgraduate Representative Association. Tim Hendry has asked us to make a press release.

**Motion [MAY13-15]:** That SUPRA endorses the press release within the agenda, with noted amendments as discussed, to be sent to relevant media contacts by the President.

**Moved:** Timothy Scriven  **Seconded:** Georgiana Toma  **Consensus.**

★ 18 Annual General Meeting 2013

The President reminded Council that the AGM will take place on 30th May, 2013 at 6:00pm. She reminded everyone that annual reports are currently due.

**Motion [MAY13-16]:** That we thank Margaret Kirkby for coming along.

**Moved:** Mike de Waal  **Seconded:** Joanne Gad  **Consensus.**

Margaret Kirkby left the room at 8:34pm.
Procedural: That the meeting move to item 15.
Moved: Joanne Gad   Consensus.

19 Other Business

Motion [MAY13-19]: That SUPRA Council resolves to undertake efforts to expand our space allocation at our current location.
Moved: Joanne Gad   Seconded: Mike de Waal   Consensus.

Procedural: That all unaddressed items be deferred to Management Committee.
Moved: Joanne Gad   Consensus.

The President closed the meeting at 9:30pm.