



**MINUTES FOR A MEETING OF COUNCIL
NEW LAW SEMINAR ROOM 115
6:00 PM ON 7TH OCTOBER, 2014**

Chair: Timothy Scriven

Minutes: Joanne Gad

Attendance: Helen Chen, Xiaoyi Sun, Philip Roberts, Ensiyeh Kazerouni, Paul Stewart, Kaitlin Tagg, Kane Hardy, Guien Miao (*arr. 6:12 p.m.*), Kylee Hartman-Warren (*arr. 6:13 p.m.*), Nayeem Faisal Shaikh (*arr. 6:13 p.m.*), Vanessa Wells (*arr. 6:21 p.m. via Skype*), Michael Butler (*arr. 6:22 p.m.*)

Guests: Margaret Kirkby (*Acting SAAO Coordinator*)

1. Acknowledgement of Country and Welcome

The Chair opened the meeting with an Acknowledgement of Country at 6:07 p.m.

★ **2. Governance**

2.1. Apologies

Douglas King
Brigitte McFadden
Joseph Callingham
Grace Sharkey

2.2. Proxies

Brendan McMonigal to Joseph Callingham (2nd pref: Paul Stewart)
Douglas King to Gareth Charles (2nd pref: Vanessa Wells; 3rd pref: Guien Miao)
Joseph Callingham to Zachary Thompson (2nd pref: Alexander Dore)
Grace Sharkey to Kane Hardy (2nd pref: Brigitte McFadden)

2.3. Leaves of Absence

Brendan McMonigal, returning in February 2015

2.4. Starring of Items

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

Recommendation: SUPRA Council accepts all un-starred items.

Motion [OCT14-01]: *That Council approves all un-starred items.*

Moved: Paul Stewart

Seconded:

Kaitlin Tagg

Carried (consensus).

3. Minutes and Reports of Meetings

3.1. Minutes of the previous month's meetings

3.1.1. COUNCIL MEETING, 8TH SEPTEMBER 2014

3.1.2. MANAGEMENT COMMITTEE, 19TH SEPTEMBER 2014

Recommendation: SUPRA Council accepts the tabled minutes.

Attached documentation: Minutes of the abovementioned meetings.

3.2. Business Arising from Minutes

4. Officer Reports

★ 4.1. President

Timothy Scriven

The President's report was tabled at the meeting.

The President called for comments or questions regarding his written report. Margaret Kirkby inquired whether anything is being done in support of MUPRA, and the President responded that nothing is currently happening which requires the Council's attention, and that there are currently a number of students involved in a court case.

Motion [OCT14-02]: *That Council approves the President's report.*

Moved: Ensiyeh Kazerouni

Seconded:

Philip Roberts

Carried (consensus).

The Chair moved procedurally to item 4.3.

★ 4.2. Vice-President

Kylee Hartman-Warren

The Vice-President's report was tabled at the meeting.

The Vice President spoke to her report and outlined a number of things she's working on which were detailed in her report. She reminded the Council that an upcoming event needs to be organised. The next SUPRA Wine & Cheese will take place on Thursday, and the Vice-President called for volunteers to assist with preparation and shopping. The Vice-President also called for questions about her report.

Margaret Kirkby commented about the University's Teacher Training Symposium, which is held regularly and to which SUPRA regularly sends representatives. Margaret explained its purpose: it is for training teachers and academic supervisors. There was some discussion around this recurring event, and around the way SUPRA can make the most out of its representatives attending. Margaret Kirkby also asked the President to circulate, to the Council, information relating to this Symposium, and the President replied that he is more than happy to do so.

Vanessa Wells joined the meeting (via Skype) at 6:21 p.m.

4.6. Equity Officers



4.6.1. ABORIGINAL AND TORRES STRAIT ISLANDER OFFICER

Michael Butler

The Indigenous Officer's report was tabled at the meeting.

The Indigenous Officer spoke to his report. He had recently been involved in some organising in conjunction with the Law School Ball, where he had arranged a Welcome to Country to take place at the event for the first time in the Law School's history. He explained that the Sydney University Law School has a long and prestigious history, and more recently the Law School has been striving to involve Indigenous students; however, despite this the Law School has never included a Welcome to Country or Acknowledgement to Country at its annual ball - one of the faculty's most important events.

The Indigenous Officer also raised the possibility of SUPRA councillors attending some cultural training. He acknowledged that it is very easy for non-Indigenous students to inadvertently say the wrong thing, and that this training would be very useful to SUPRA councillors. He invited comments and thoughts about this proposal.

The Women's Officer inquired about the nature of the training, and the Indigenous Officer replied that the cultural training he had in mind is very interactive and also very interesting. A councillor asked whether the training program already exists within the University, and the Indigenous Officer replied that this training is very popular and facilitated by the University. It can be easily organised. Margaret Kirkby spoke in favour of the proposal, adding that she has undergone similar training in the past. The Indigenous Officer then inquired about the process by which arrangements can be made for Council to undergo this training, and the President advised that a quote be brought to the next meeting of Management Committee, where all the details can be sorted out.

The Indigenous Officer also raised the topic of SUPRA Council's dinner with the Deputy Vice Chancellor, Shane Houston. He asked if some dates could be sent through to the DVC as a starting point. The President said that there have been a few past attempts to schedule this event, and that he will try again. A number of different dates were then discussed, and the President took a straw poll which indicated a general preference for Wednesdays and Thursdays.

Motion [OCT14-06]: *That Council approves the Indigenous Officer's report.*

Moved:

Kaitlin Tagg

Seconded:

Kylee Hartman-Warren

Carried (consensus).

4.6.2. DISABILITIES OFFICER

Nayeem Faisal Shaikh



4.6.3. INTERNATIONAL OFFICER

Maral Hosseinpour

To be tabled at the meeting

The President noted that there was no report from the International Officer.

4.6.4. QUEER OFFICER

Grace Sharkey

No hours claimed

4.6.5. WOMEN'S OFFICER

Ensiyeh Ghanizadeh Kazerouni

4.6.6. RURAL AND REGIONAL OFFICER

Position currently vacant

Recommendation: SUPRA Council accepts the tabled reports of Officers.

Attached documentation: Reports of Officers.

4.7. Business Arising from Reports

★ 5. Workplace Health and Safety

The President asked if there were any WHS matters to report. Margaret Kirkby reported that a number of offices need to be moved since the SAAO Coordinator will soon be coming back to work. When this happens, SUPRA will have 5 SAAO's, and they will need to work from both the Staff and Council office spaces. To accommodate this need, Margaret Kirkby reported that she will be moving into the Council side of the offices along with one other SAAO. This office move will involve relocating a room-full of filing cabinets which hold our confidential files and archives. Margaret Kirkby also mentioned that some help would be appreciated as there may be some shuffling around and moving of boxes.

The Vice-President mentioned that we are coming up to the hot time of the year and that ventilation in the offices is important, and requested that councillors be mindful of this as the demountables get very hot and do not always have good ventilation.

The Secretary & Director of Student Publications mentioned that she is aware of two broken air conditioners which still have not been fixed. She had lodged this as an issue some months ago and asked whether there was any timeframe as to when they would be fixed. The President said that he was not aware of any timeframe for this, adding that his room also had issues with the air conditioner and that at times he found it difficult to work in his office due to this. Margaret Kirkby suggested that this should be followed up with the Administration Coordinator, and the President agreed. The Secretary & Director of Student Publications said she would follow this up.

★ 6. Verbal Report from a Member of Staff

Margaret Kirkby spoke to this report, introducing herself to the Council. She mentioned that various bits of leave are being taken among staff and especially the Student Advice & Advocacy Officer (SAAO) team, and that she herself had recently taken some leave. Margaret Kirkby also explained that when colleagues go on leave it affects the whole team and that SAAO's must support each other when a team member is missing. She provided some details around the circumstances around which some SAAO's have recently taken leave within the SAAO team, adding that the former SAAO Coordinator, who is currently on extended leave, is coming back to work on October 27th.

Margaret Kirkby reported that recently there have been a lot of email inquiries, and that some of them involve quite complex matters and are taking some time. She gave an update of the number of cases seen during the month of September and also spoke about the prospective tenant database. Legal advice is being sought as there is some risk of SUPRA being sued if such a database was used inappropriately, and these legal questions have to be sorted out to ensure there is no risk to SUPRA or to students.

Margaret Kirkby also reported that outreach activities are going on at the Conservatorium, and a pizza event will form part of this. Similar outreach is also happening at the faculty of Veterinary Sciences and the Plant Breeding Institute out past Campbelltown. A SUPRA presence is being organised at the Veterinary Sciences conference which will be held in early November, and it is important for SUPRA councillors to be involved. Margaret Kirkby also emphasised that there are a lot of resources that students out there do not have access to, and also they seem to experience a lot of issues. She will keep Council informed.

Additionally, the SAAO team has been helping with the poverty week events and there will be a BBQ on the 16th of October which is being run by another SAAO. This SAAO is requesting a budget of up to \$600 for items regarding that event. This event is being held in coordination with an awareness campaign which is promoting the findings of a Universities Australia report on student poverty. The campaign involves giving out packets of 2-minute noodles which have stickers with informational and statistical quotes from the report. The Vice-President suggested also drawing CAPA and CISA into this campaign as it is an issue wider than just Sydney University. Margaret Kirkby called for volunteers for the BBQ and campaign.

The President noted that the 16th of October is also a National Day of Action and so the BBQ will have to be rescheduled. Margaret Kirkby said she will confer with the SAAO's about this.

Margaret Kirkby also noted that SUPRA's previous submissions have put the organisation on a mailing list of future submission opportunities, and that there is currently a callout to SUPRA to make a submission on the topic of eLearning. This submission will need to be completed by early November. The Vice President voiced

★ 9. Sydney Student / Additional Induction Periods

"The new Sydney Student Programme now allows research student to enrol in any one of four 'research periods'. This has implications for SUPRA in terms of capacity and in terms of costs associated with attending inductions.

Council is invited to begin discussion about this as a part of planning for 2015."

The President invited Margaret Kirkby to speak to this item.

The meeting adjourned at 7:13 p.m.

The meeting resumed at 7:17 p.m.

Margaret Kirkby spoke to the item saying that said that she had been briefed on the Sydney Student program by consultants not long before its launch. This is when she first learnt of the introduction of four research periods, and in her opinion this is simply being done to extract more money from international students. She gave details around how submission dates are worked out for domestic and international students, and explained that the introduction of this new four-period system means international students will be liable to pay for any extensions to their submission date where they previously had not been charged.

Margaret Kirkby said that SUPRA still needs to collect information about this program because it may lead to a lot of work, both in casework and also in impacting SUPRA's commitments in the early part of next year. She suggested that the President write a letter to each of the Deans querying as to faculty plans around transitioning to the new four-period system.

The Vice-President stated that she has wanted to flag the issue of census dates because, in her understanding, international students should not be being charged extra for any extensions this year. Margaret Kirkby replied that her casework has been varied as faculties are all applying different rules. The Vice-President stated that students should not be being charged and that she feels this needs to be clarified at a level higher than the faculty, as some students may be being charged erroneously. Margaret Kirkby said that students who wish to challenge any extra charges should be directed to caseworkers. The Vice-President said that SUPRA should discuss this with the Graduate Studies Office.

The President said that in his opinion charging students extra in this case amounts to theft. It is not only unfair but also contravenes the University's own rules. He suggested that a meeting with the Vice-Chancellor be organised as this is an issue of great importance. He added that SUPRA had sent some correspondence to the University recently and that he would like an update from the SAAO team, but that he would follow up on this tomorrow.

★ 10. Staffing Matter [In Camera]

The meeting moved procedurally in camera at 7:30 p.m.

Margaret Kirkby left the room at 7:30 p.m.

Motion [OCT14-10]: *That Council delegate to Management Committee the power to vary employment arrangements within the SAAO team to allow accommodations around Adrian Cardinali's return.*

Moved: Ensiyeh Kazerouni **Seconded:** Kaitlin Tagg

Carried (consensus).

The meeting moved procedurally ex camera at 7:48 p.m.

★ 11. SUPRA T-Shirts

Attached documentation: Quote for T-Shirts

The President spoke to this item explaining that it is good to have T-shirts which improve the organisation's brand awareness.

