MINUTES FOR A MEETING OF COUNCIL
EDUCATION SEMINAR ROOM 633
6:00 PM ON 5TH NOVEMBER, 2014

Chair: Timothy Scriven
Minutes: Joanne Gad
Attendance: Kylee Hartman Warren, Douglas King, Philip Roberts, Ensiyeh Kazerouni, Guien Miao, Celeste Ellis, Gareth Charles, Vanessa Wells (arr. 6:19 p.m. via Skype), Kieran Latty (arr. 6:38 p.m.), Nayeem Faisal Shaik (arr. 6:38 p.m.)

Guests: Hayley Stone (Student Advice & Advocacy Officer)

1. Acknowledgement of Country and Welcome

The President opened the meeting with an Acknowledgement of Country at 6:17 p.m.

2. Governance

2.1. Apologies

Xiao Yi Sun
Helen Chen
Brigitte McFadden
Grace Sharkey
Kane Hardy
Michael de Waal
Joseph Callingham

2.2. Proxies

Brendan McMonigal to Joseph Callingham (2nd pref: Paul Stewart)
Xiao Yi Sun to Joanne Gad
Grace Sharkey to Kane Hardy (2nd pref: Brigitte McFadden)
Brigitte McFadden to Douglas King (2nd pref: Kane Hardy; 3rd pref: Kylee Hartman-Warren)
Kane Hardy to Michael de Waal (2nd pref: Douglas King; 3rd pref: Kylee Hartman-Warren)
Michael de Waal to Joanne Gad (2nd pref: Timothy Scriven)

2.3. Resignations

Maral Hosseinpour has tendered her resignation from the position of International Officer
2.4. **Leaves of Absence**
Brendan McMonigal, returning in February 2015

2.5. **Starring of Items**
The Council is invited to identify any items not currently scheduled for discussion.

**Recommendation:** SUPRA Council accepts all un-starred items.

*Vanessa Wells entered the room (via Skype) at 6:19 p.m.*
The President called for starring of items.

**Motion [NOV14-01]:** *That we approve all un-starred items.*

**Moved:** Guien Miao **Seconded:** Philip Roberts

*Carried (consensus).*

3. **Minutes and Reports of Meetings**

3.1. **Minutes of the previous month’s meetings**

3.1.1. **Council Meeting, 7th October 2014**
3.1.2. **Management Committee, 14th October 2014**
3.1.3. **Publications Committee, 29th October 2014**
3.1.4. **Management Committee, 30th October 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 apologised for the lack of a written report explaining that he had been busy. He is doing work around the question of compliance, and in particular has been looking at whether the University is making faculties comply with their policies. He feels that University policies are not always followed, and he has raised this as an ongoing issue at numerous levels within the University, including at Academic Board and with the Vice Chancellor. The Vice Chancellor has invited SUPRA to send reports of any policy non-compliance to his office.

The President also reported that he has been busy working on campaigns around the library cuts, the poverty BBQ, and that he is still managing the transition of Adrian Cardinali’s return back into his job. The President has also been in contact with people from Macquarie University, and he recommended that Council make this into something that could be acted upon.

The President also reported that the University has recently approved a new coursework rule, and SUPRA has had input in this. He has also been in frequent contact with members of the Academic Board.
The President noted that there have been difficulties in organising big events at the present time of semester. He stated that deregulation should be our top priority for the coming month.

The Treasurer inquired around the status of the deregulation bill and whether it has it gone before the senate. The President responded that it has not, and a discussion was held around the issue of fee deregulation.

Motion [NOV14-02]: That Council approves the President's oral report.

Moved: Douglas King  
Seconded: Kylee Hartman-Warren

Carried (consensus).

4.2. Vice-President

Kylee Hartman-Warren

The report of the Vice President was circulated before the meeting.

The Vice President noted that this month has been a busy month for SUPRA. There have been a few policy items that she has been working on along with some of the caseworkers. These include amendments to coursework rules, and includes changes in policy which will fundamentally restructure coursework across the University. The Vice President reported that it is going forward in the form of a working party.

The Vice President also reported that she has helped with the recent BBQ, and she thanked the councillors who had assisted her. She reminded councillors that more volunteers are needed for the tail end of events as there is considerable clean up involved. She reported on the recent Wine & Cheese, and also noted that she has submitted our O-week events to the University's marketing department. She has also been working on our social media presence and will continue to work on this along with the Education Officer.

There has recently been a pizza outreach event at the Sydney College of the Arts (SCA), which gained a lot of responses to a survey. The community atmosphere at that campus is beginning to improve and the Vice President will be looking into tapping into this community and providing support to these students.

The Vice President reported that she is also planning and project managing our O-week activities, and working on some Survival Guide articles.

Kieran Latty and Nayeem Faisal Shaikh entered the room at 6:38 p.m.

There was a discussion around the recent Poverty BBQ and a councillor inquired about the number of survey replies from postgraduate students at the SCA. The Vice President noted that there were about twenty responses.

Motion [NOV14-03]: That we accept the report of the Vice President

Moved: Douglas King  
Seconded: Philip Roberts

Carried (consensus).

The Vice President also reported that the University's new thesis examination policy has now been approved. There was a discussion around the changes that this policy introduces. One councillor asked about effect that the policy changes will have on the SUPRA Thesis Guide, and the Secretary & Director of Student Publications replied that the publication will need to be updated to reflect any policy changes, and that an update to the Guide has been flagged before the next re-print.

4.3. Education Officer

Brigitte McFadden

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

Motion [NOV14-04]: That we accept the Education Officer's report.

Moved: Douglas King  
Seconded: Guien Miao

Carried (consensus).
4.4. **Treasurer**  
Douglas King

4.5. **Secretary & Director of Student Publications**  
Joanne Gad

4.6. **Equity Officers**

4.6.1. **Aboriginal and Torres Strait Islander Officer**  
Michael Butler  
*To be tabled at the meeting*

4.6.2. **Disabilities Officer**  
Nayeem Faisal Shaikh

4.6.3. **International Officer**  
Maral Hosseinpour  
*To be tabled at the meeting*

4.6.4. **Queer Officer**  
Grace Sharkey  
*To be tabled at the meeting*

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**

The Secretary & Director of Student Publications noted an additional page of the Disabilities Officer's report has been tabled at the meeting, and introduced a survey on cheap places to get food around campus. The survey is being run to collect useful tips for the upcoming Survival Guide. One councillor noted that the Camden campus has extremely few options for food. Hayley Stone offered to take the surveys to the Cumberland campus to collect information from postgraduate students there.

5. **Workplace Health and Safety**

The Treasurer provided a verbal report on his recent training as Health and Safety Representative for council. If there are any health, safety, or wellbeing issues affecting councillors they are to be brought to his attention. He is also planning to go through the offices with a safety checklist, and also intends to discuss council WHS needs with the other staff Health & Safety Representatives within SUPRA.

A councillor inquired about the lights in the courtyard, and the Treasurer outlined how the lights can be switched on or off, or set onto a timer.
The President voiced concern that there seems to be a large degree of mental health malaise going around - not only on campus but also within SUPRA. He speculated that it may be due to the end of semester, and also noted that the University is in a state of ever-increasing student numbers, which need to be met with adequate resourcing.

Hayley Stone informed the Council that she is the Chief Fire Warden for the Demountable Village, and that the Fire Warden for SUPRA's offices is Hank Whan. In her capacity as Chief Fire Warden, Hayley Stone has scheduled a meeting for all the Fire Wardens in the building to meet. Amongst other outcomes, this meeting should result in a fire drill which will be used to identify any problems in our building's evacuation procedures. There was a discussion around the role of the Fire Wardens and their equipment.

**Motion [NOV14-05]:** *That we approve $100 for hard hats for the Fire Wardens.*

**Moved:** Douglas King  
**Seconded:** Philip Roberts  
**Carried (consensus).**

**6. Verbal Report from a Member of Staff**

Hayley Stone reported that Adrian Cardinali is back in the office and transitioning back from his extended leave, although he will not acting as Coordinator until next month. Currently he is around but working on a number of necessary projects like the SAAO Coordinator Manual.

Hayley Stone also reported on the SCA pizza lunch, and the recently held poverty BBQ. SAAO's were very happy with the level of Council support at this event, and she thanked Council for their help. It has generally otherwise been busy and the team is looking forward to one SAAO team-member's return from leave.

The Admin Coordinator is now back from a sizeable period of leave, and it is currently a very busy time for the Admin officers.

The President noted that the casework team have been extremely run off their feet in casework, and that council are very appreciative of their efforts and of their help to Council. Hayley Stone noted that there can be waves of casework, which occur unpredictably but need to be attended to as they come up.

**Motion [NOV14-06]:** *That Council thank Hayley for her report.*

**Moved:** Timothy Scriven  
**Seconded:** Guien Miao  
**Carried (1 abstention - Vanessa Wells).**

**7. Open Letter to Vice Chancellor**

*Attached documentation:* [Open Letter]

The President gave an outline of the purpose of this letter and explained that the University management may have a position which is different to that of the University at large.

One councillor commended the initiative saying that it is important that all the main organisations at Sydney University sign onto the open letter. The President reported that Dave Burrows, a staff member of the University and author of the letter, is petitioning all the main University organisations to sign onto it.

**Motion [NOV14-07]:** *That we as an organisation put our name to this open letter.*

**Moved:** Douglas King  
**Seconded:** Kylee Hartman-Warren  
**Carried (consensus).**

**8. Strategic Discussion**

The President introduced the discussion as an opportunity to discuss the sort of things that the organisation should be doing, could be doing, and as a chance to explore ideas. Each person in the room was invited to make comment.
The Treasurer stated that there has been an impressive track record of achievements over the past year and that the organisation now takes a more stable approach. He would like to see more equity network activity, and noted that our budget allows greater levels of activity than are currently being carried out. It would also be nice to have something along the lines of a yearly postgraduate ball, or similar social highlight of the year.

A councillor suggested more campaigning for the proper resourcing of SUPRA. The council itself does not have a dedicated meeting space or even regular meeting space for its monthly meetings. It would be good to have a regular space so that students and constituents can easily find meetings. Also noted was the need for diversifying our events because while some events have been very successful, it would keep things fresh we could look at some new themes and styles of event.

The Women's officer spoke about her vision and focus on working on concrete wins in the area of child care. The Women's Network is strong, but getting all members together at once at events is tricky and so a comfortable space for them to meet casually would be good.

Celeste Ellis departed from the room at 7:28 p.m.

Hayley Stone added that the casework team is able to assist with campaigning and advocating in the area of childcare, and a discussion around this issue was had.

The Vice President said she would like to see social media activity ramped up, and also some physical based activities, such as walking groups or running groups, to provide more active social opportunities for postgraduate students. She also noted that more outreach would be good, and that councillors should look into extending their campaigns to other campuses.

The Disabilities Officer agreed that a variety of different events and social opportunities, including physical or exercise based groups, are important.

One councillor noted that it would be good to address the Rural and Regional Officer position vacancy - either by working toward filling the position, or by recommending that the position be replaced at the next Annual General Meeting. Also noted were previously identified issues concerning cut-offs for eligibility to vote in SUPRA elections: it would be good to ensure necessary regulatory changes were completed prior to the next election.

Another councillor raised that it would be good to see social events better transition into other aspects of our work. People who are busy running the events do not seem to have any leftover time to socialise with our constituents, or to talk about issues and campaigns. The councillor also noted that we need a better gender balance with event preparation, as it has been observed that women tend to do the majority of food preparation and cleaning up.

There was then a discussion around Council's capacity and limits in running social and community events, including the amount of labour that they require. One councillor suggested that, for example, speeches by office bearers could be incorporated into our events. Also raised were the needs for better kitchen tools such as proper cups and better knives, and the hazard posed by the shonky kitchen table which needs replacing.

Hayley Stone informed the Council that SUPRA Seminars will continue next year, and that she would like to see SUPRA councillors work more on government policies relating to postgraduate students. University policy work is important, but addressing issues at a state or federal level is important too. She would like to see more collaborative work occur between Council and Staff, and is looking forward to another executive meeting being held so that this can be discussed.

The Secretary & Director of Student Publications said she would like to see the Postgraduate Resource Room set up and opened so that there was a casual space at the SUPRA Offices where postgrads to socialise and organise.

Ensieh Kazerouni left the room at 7:47 p.m.

9. Compliance

The President noted that he had spoken to this item during his oral report, adding that a representative from one of the faculties has raised the issue of policy compliance.

Gareth Charles left the room at 7:48 p.m.

Gareth Charles entered the room at 7:48 p.m.

The Treasurer asked whether this matter was more suitably addressed at the Policy committee, and the Vice President replied that she will look into the matter and hold a meeting of the Policy Committee.
10. **Other Business**

The Vice President noted that we are coming up to a slow part of the year as there is an extended break coming up, and the Secretary & Director of Student Publications noted that there will be little respite for SUPRA Staff as this quite time is being used to prepare the 2015 Postgraduate Survival Guide. According to the agreed timelines the Guide will impose a large amount of additional workload until the start of semester in 2015.

The Secretary & Director of Student Publications asked whether the Council would like her to investigate holding all of the next year's meetings in one room, and there was a generally positive response to this proposal. The Treasurer suggested the Professorial Board Room as a good candidate for regular meetings, and the Secretary & Director of Student Publications said she will see what arrangements are possible.

*The Chair closed the meeting at 7:57 p.m.*