MINUTES OF A MEETING OF SUPRA COUNCIL
HELD AT EDWARD FORD TUTORIAL ROOM 101
6.00 PM ON 11TH MARCH, 2015

Chair: Timothy Scriven
Minutes: Douglas King
Attendance: Paul Stewart, Brendan McMonigal, Brigitte McFaden, Guien Miao, Ensiyeh Ghanizadeh Kazerarni, Kaitlin Tagg, Kane Hardy, Michael Butler, Kieran Latty, Armen Aghazarian, Gareth Charles (from 7.55pm)
Staff: John Fell, Adrian Cardinalli
Others: Ahmed Suhaid

★ 1. Acknowledgement of Country and Welcome
The Chair opened the meeting at 6.24 pm.

★ 2. Governance
2.1. Apologies
Vanessa Wells
Alex Dore
Xiaoyi Sun
Thomas Greenwell
Zachary Thompson
Helen Chen
Joseph Callingham
Phillip Roberts
Guien Miao
Celeste Ellis
Armen Aghazarian
Kylee Hartman Warren
Gareth Charles
2.2. Proxies

Vanessa Wells to Joanne Gad
Xiaoyi Sun to Guien Miao
Thomas Greenwell to Brigitte McFadden (2nd pref: Kane Hardy; 3rd pref: Kieran Latty)
Helen Chen to Guien Miao (2nd pref: Douglas King)
Joseph Callingham to Alex Dore (2nd pref: Paul Stewart)
Phillip Roberts to Brigitte McFadden (2nd pref: Kieran Latty; 3rd pref: Kylee Hartman Warren)
Guien Miao to Joanne Gad (2nd pref: Ensiyeh Kazerarni; 3rd pref: Kaitlin Tagg)
Celeste Ellis to Brigitte McFadden (2nd pref: Kane Hardy; 3rd pref: Kieran Latty)
Armen Aghazarian to Brigitte McFadden (2nd pref: Tom Greenwell; 3rd pref: Kane Hardy)
Kylee to Joanne Gad (2nd pref: Ensiyeh Kazerarni; 3rd pref: Tom Greenwell)
Gareth Charles to Douglas King (2nd pref: Kieran Latty; 3rd pref: Kane Hardy)

2.3. Starring of Items

A councillor requested items 2.4 Results of Motion by Circulation, 3.1.4 Finance Committee Meeting, 6th March 2015 (inquorate) and 4.1 President’s Report be starred.

Motion [MAR11-01]: That SUPRA Council accepts all un-starred items.
Moved: Guien Miao
Seconded: Ensiyeh Kazerarni
Carried (consensus).

2.4. Results of Motion by Circulation

Motion [MAR03-01]: That this council offers Stephen Leslie an appointment as Returning officer for the 2015 SUPRA elections, and offers the Piggott-Stinston law firm (represented by Ray Travers) the position of electoral arbiter.
Moved: Tim Scriven
Seconded: Douglas King
Carried (17 for, 9 against [1 nay, 2 abstentions, 6 failed to respond]).

The President spoke to the results of the motion by circulation. A councillor had reservations that the Returning Officer could have a potential conflict-of-interest, noting that in last year’s appointment of him as returning officer it was noted that his daughter was a constituent of SUPRA. The President noted this concern, mentioned he had contacted the Returning Officer on this matter, and was awaiting reply as of the time of the meeting. The President further noted he would ask the Returning Officer again for advice on this matter.

3. Minutes and Reports of Meetings

3.1. Minutes of the previous month’s meetings

3.1.1. Council Meeting, 12th January 2015

3.1.2. Council Meeting, 10th February 2015

3.1.3. Council Meeting, 19th February 2015

The Treasurer spoke to the corrections made in the tabled minutes from the draft minutes previously circulated to Council.

Motion [MAR11-02]: That SUPRA Council accepts the tabled minutes of the Council Meeting of 19th February, 2015.
Moved: Guien Miao
Seconded: Kieran Latty
Carried (consensus).
3.1.4. Finance Committee Meeting, 6th March 2015 (inquorate)

A councillor noted that minutes for inquorate meetings were never traditionally presented to Council. The President mentioned the precedent that attendance or noted apologies for subcommittee meetings, even if proving inquorate, were to be recorded for the purposes of the removal-by-non-attendance clauses of the Constitution. The Treasurer added that, in light of recent differences of interpretation of the Constitution, there was need for a Council-approved official record. Several councillors replied that minutes that covered no business were unnecessary, and the Secretary could simply be directed to keep a record of those present or having sent apologies. The President agreed with this proposal.

3.1.5. Publications Committee Meeting, 12th February 2015

Motion [MAR11-03]: That SUPRA Council accepts the tabled minutes of the Publications Committee Meeting of 19th February, 2015.

Moved: Brigitte McFadden
Seconded: Guien Miao
Carried (consensus).

Attached documentation: Minutes of the abovementioned meetings.
Message from Acting Secretary regarding minutes of Council meeting, 12/1/15

3.2. Business Arising from Minutes

4. Officer Reports

4.1. President

Timothy Scriven

The President noted his report was as written, but he was happy to take any questions. A councillor asked how SSADF negotiations and the SSADF submission document were progressing. The President replied that the applying student associations had agreed there would be no agreement between them, with a total claim between them $200,000 above what was on offer. The individual submissions from each association would be presented to the University to arbitrate on the strength of each submission. SUPRA’s submission was near complete, including the President’s cover letter, with some more work by the Finance Manager due before a final review on Friday.

Motion [MAR11-04]: That SUPRA Council thanks the Finance Manager, John Fell, for his work on the 2015 SSADF negotiations.

Moved: Timothy Scriven
Seconded: Guien Miao
Carried (consensus).

A councillor asked after the Acting-Vice-President’s report. The President clarified that as no hours had, as yet, been claimed, no report was necessary and, further, that hours could be claimed for this period later on. The Education Officer asked if the Acting-Vice-President was aware of the paperwork he was required to complete, which the President and the SSAO Coordinator confirmed.

A councillor noted that the first issue of Honi Soit had attributed authorship of SUPRA content to the President and executive, rather than Council as agreed at prior Council meetings, and enquired if a printed apology could be sought from Honi Soit. The President responded that a Memorandum of Understanding was to be drafted with the Honi Soit Editors, and an apology could be negotiated at that stage. A general discussion to the lack of SUPRA content for the second edition followed, with the President explaining that O-week pressures, along with staff illness, had precluded this. Means to ensure content was always available for publication were discussed, with a consensus arising on a ‘Research in Profile’ feature to promote the work of postgraduates, with controls for quality and concordance with SUPRA’s historically expressed policies.

Motion [MAR11-05]: That SUPRA Council seeks, through eGrad, submissions from subscribers for a ‘Research in Profile’ feature for publication in the SUPRA pages of Honi Soit,
subject to controls for quality and concordance with SUPRA’s historically expressed policies.

Moved: Kieran Latty  Seconded: Kaitlin Tagg
Carried (consensus).

The possibility of copying content from eGrad if no other content was available was also discussed, with the President noting that content for the upcoming edition of Honi Soit had come from eGrad and from our Facebook page.

Motion [MAR11-06]: That SUPRA Council approves the President’s report.
Moved: Brigitte McFadden  Seconded: Michael Butler
Carried (consensus).

4.2. Vice-President

Kylee Hartman-Warren

4.3. Co-Vice-President

It was noted by the President that this agenda item was in error, as the Vice-President’s role was not being split.

4.4. Education Officer

Brigitte McFadden

The Education Officer announced that there was a PEAG social tomorrow to help draw people into SUPRA and PEAG. The Education Officer stated that O-week had been a success, and better than expected, with plenty of subscribers signed up, plenty of Councillor involvement and no major problems. A brief review of individual events during O-week followed. The Education Officer thankfully declared that, in years of SRC involvement, she had never seen as much enthusiasm and support from Councillors as at SUPRA. The Education Officer mentioned that, along with the Acting-Vice-President, she was attending the ‘Australia Needs a Brighter Future’ conference, as part of the fight against fee deregulation, and would ask postgraduate specific questions there. An invitation to all Councillors to attend was made. Finally, the Education Officer stressed the need to encourage more subscribers at every event – larger numbers helps to grow SUPRA, and ensure better SSF outcomes.

A Councillor asked about the status of the proposed Town-Hall-style meeting against deregulation, discussed last year. The Education Officer explained her reservations about such an event, noting that her opinion was that such an event would likely only appeal to already-engaged students. In place, the Education Officer was organising a cross-student-association event, to show the value of student organisations, for a public venue, such as Eastern Avenue, with the SRC for presentation to USU. The Education Officer expressed concern about USU taking over the event unless it was thoroughly organised before presentation to them. One meeting had already been had with the SRC.

A councillor praised the Education Officer for her hard work, noting that leading by example like this increases enthusiasm amongst councillors. The President concurred with this statement.

Motion [MAR11-07]: That SUPRA Council approves the Education Officer’s report.
Moved: Michael Butler  Seconded: Ensieyeh Kazerarni
Carried (consensus).

4.5. Treasurer

Douglas King

4.6. Secretary (acting)

Guien Miao

A councillor noted that it was customary to add, if a Councillor had been an acting officer sometime during the last month, their name to the officer’s reports. The minutes were edited accordingly.
4.7. Director of Student Publications
Joanne Gad

The DSP’s report was briefly discussed.

Motion [MAR11-08]: That SUPRA Council thanks Amity Lynch for her work on the Survival Guide.
Moved: Guien Miao
Seconded: Ensiyeh Kazerarni
Carried (consensus).

Motion [MAR11-09]: That SUPRA Council approves the Director of Student Publications’ Report.
Moved: Douglas King
Seconded: Guien Miao
Carried (consensus).

4.8. Equity Officers

4.8.1. Aboriginal and Torres Strait Islander Officer

Michael Butler

The ATSI Officer spoke to his report, noting he attended the state funeral of Mrs Faith Bandler AC, a leader of the fight for the 1967 Referendum, for SUPRA. The ATSI Officer noted that Faith Bandler, who he had not been aware previously aware of, was a model to emulate, and campaigned with grace and dignity.

The ATSI Officer mentioned he had met with Kaya Aboagye from the DVC (Indigenous)’s office, who had ownership of the indigenous postgraduates portfolio. A meeting of the indigenous postgraduates network was held on February 15th, funded by the University, to draw the many external campus members together to enhance academic skills and sense of inclusion in the University.

The ATSI Officer had met with a local Glebe elder – Graeme Mooney, who had been on the Board of Aboriginal Studies for the NSW government – to improve networks with the local indigenous population.

The Education Officer, along with various members of Council, discussed with the ATSI Officer the possibility of arranging a visit by Council to the Redfern Tent Embassy. A consensus that a date should be arranged very soon due to the threat of evictions was reached. The Education Officer also thanked the ATSI Officer for his light-heartedness and general good-humour during O-week, noting it reduced stress for all present.

The ATSI Officer also noted there would be a free concert on the next Friday, open to all, in the Great Hall to celebrate the 50th anniversary of the Freedom Rides, including artists such as Troy Cassar-Daly.

Motion [MAR11-10]: That SUPRA Council approves the Aboriginal and Torres Straight Islander Officer’s Report.
Moved: Guien Miao
Seconded: Armen Aghazarian
Carried (consensus).

4.8.2. Disabilities Officer

Position currently vacant

4.8.3. International Officer

Nayeem Faisal Shaikh

Motion [MAR11-10]: That SUPRA Council approves the International Officer’s Report.
Moved: Guien Miao
Seconded: Michael Butler
Carried (consensus).

4.8.4. Queer Officer
4.8.5. Women’s Officer

Ensiyeh Ghanizadeh Kazerarni

The Women’s Officer spoke to her report, noting she had nothing to add and was happy to answer questions.

Motion [MAR11-11]: That SUPRA Council approves the Women’s Officer’s Report.

Moved: Guien Miao    Seconded: Brigitte McFadden

Carried (consensus).

4.8.6. Rural and Regional Officer

Position currently vacant

Attached documentation: Reports of Officers.

4.9. Business Arising from Reports

The President spoke to his motion regarding O-week, requesting that all councillors, constituents and non-subscribers that assisted be added, but not individually named for fear of forgetting anyone’s efforts. A Councillor requested that names of office bearers be included, to which the President agreed.

Motion [MAR11-12]: That SUPRA council thank (in no special order): the Treasurer, Douglas King; Acting Secretaries, Guien Miao and Douglas King; Vice-President, Kylee Hartman Warren; Acting Vice-President, Tom Greenwell; Education Officer, Brigitte Garozzo; Director of Student Publications, Joanne Gad; Women’s Officer, Forough Kazerarni; Indigenous Officer, Mike Butler; and International Students Officer, Faisal Shaikh; as well as all non-office bearers for their contributions around and during O-week.

Moved: Timothy Scriven    Seconded: Ensiyeh Kazerarni

Carried (consensus).

Guien Miao noted her conflict of interest for the next motion, and abstained from discussion.

The President requested the motion be adjusted to give thanks to Guien for taking on the role when she had an extremely busy workload already and was not expecting this work.

Motion [MAR11-13]: That SUPRA Council approve 14 hours for Guien Miao for her work as acting Secretary for the period, 23/02/2015 to 01/03/2015, and thanks her for taking up the position on top of her extremely busy workload and without having expected the work.

Moved: Ensiyeh Kazerarni    Seconded: Michael Butler

Carried (1 abstention, Guien Miao).

A councillor noted, regarding the next motion, that Vaivi Mase, Kane Hardy and Kaitlin Tagg had put in especial effort during O-week, and should be recognised. The Education Officer requested that Phillip Roberts be included, to which the councillor was amenable.

Motion [MAR11-14]: That SUPRA Council extends its thanks to Vaivi Mase, Kane Hardy, Kaitlin Tagg, and Phillip Roberts for their significant contributions during O-Week.

Moved: Guien Miao    Seconded: Brigitte McFadden

Carried (consensus).

A councillor noted that in her report as acting Secretary she had included a breakdown of hours worked, and noted the Treasurer had done the same for his claimed hours. In addition, the matter had previously been discussed in Council, it was useful to have proof of work, it didn’t take much longer to tally for the report, and enabled Council to see what tasks required assistance they could provide.

The President raised some concerns, noting that in a facilitating role such as his, continuously swapping from project to project, quantification of individual tasks was problematic for the quality of hours reported.
Consensus was reached that rough estimates, such as a listing of hours per day worked against tasks performed on that day, were acceptable. It was further agreed that any statement of hours worked should be taken as informal guide, not a formal listing of hours claimed.

**Motion [MAR11-15]:** That SUPRA Council directs office-bearers to provide estimates of time allocated to each task described within their monthly reports.

**Moved:** Guien Miao  **Seconded:** Kaitlin Tagg  **Carried (1 abstention, Brigitte McFadden).**

Two motions put forward in the International Officer’s report, requesting $600 for a Coastal Walk for International and Women postgraduates and a Pizza Evening for international postgraduates, were also discussed. The President and the Women’s Officer noted it was odd there had been no prior discussion, and the Finance Manager noted it was unclear if the $600 was for both events or for each individually. The matters were deferred to Management Committee.

A councillor noted that kitchen items were still required, such as glasses and knives, as well as a more stable preparation table. The Treasurer noted that a motion passed last year approved expenditure for this matter and, regarding the table, SUPRA was soon moving and would acquire new furniture anyway. The Education Officer noted she had a list of items needed, and could arrange purchase. The SSAO Coordinator mentioned he would discuss the upcoming move in his report.

5. **Workplace Health and Safety**

**Procedural:** That the meeting move in camera, including John Fell and Adrian Cardinalli.

**Moved:** Guien Miao  **Carried.**

Discussion around workplace health and safety took place, which has been redacted, but retained in the original minutes.

**Procedural:** That the meeting move ex camera.

**Moved:** Timothy Scriven  **Carried.**

6. **Elections to Office-Bearing Positions**

- Co-Vice-President  
  **Nominations received from:** Thomas Greenwell

- Secretary
  **Nominations received from:**

**Motion [MAR11-16]:** That SUPRA Council defers item 6 of the agenda to the next meeting of Council.

**Moved:** Guien Miao  **Seconded:** Kaitlin Tagg  **Carried (consensus).**

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

**Attached documentation:** Staff Verbal Report Notes – 11 March 2015 Council Meeting  
2014 SSAF Advocacy Acquittal  
2014 SSAF Legal Acquittal

The SSAO Coordinator spoke to this item, reading from the attached documents.

A Councillor asked if satellite campus courses, as described in the report, were being organised for Westmead. The SSAO Coordinator responded that a survey of satellite campuses for their needs was performed last year. Westmead was not currently slated for courses, but workshops were a high priority.

A Councillor wished to confirm that a tour of the new offices was flagged for councillors. The President confirmed this, and the Education Officer said she could arrange it.

**Motion [MAR11-17]:** That SUPRA Council thanks Adrian Cardinalli for his staff report.

**Moved:** Guien Miao  **Seconded:** Brigitte McFadden  **Carried (consensus).**
That SUPRA Council thanks all staff members for their efforts during O-week.

Moved: Guien Miao
Seconded: Brigitte McFadden
Carried (consensus).

8. CAPA 2015 Affiliation

The President spoke to the history of SUPRA’s affiliation with CAPA noting that, despite heavy debate every year as to the relative merits of being affiliated, Council invariably voted to continue our affiliation. A Councillor enquired what services CAPA actually provided. The President listed many of these including: lobbying of Federal parliament; organisation of campaigns; production of resources; research on postgraduate issues; release of press releases; and assistance for postgraduate bodies actively trying to be shut down, such as MUPRA at Macquarie University. The President further stressed that none of this would be possible without affiliation by university postgraduate bodies. The SSAO Coordinator added that if SUPRA wished to influence lobbying, affiliation was necessary, noting several successful campaigns. He added that staff would approve affiliation. The Education Officer stated that CAPA was an important peak body ensuring government lobbying and added that, when undergraduates are so much more visible, it is critical to support both CAPA and a strong postgraduate voice more generally. The Education Officer noted some reservations, noting CAPA’s relative lack of activism, but stressed this was no reason to withhold support – rather a reason to increase involvement.

That SUPRA Council approves $28,104.41 for affiliation to CAPA for 2015.

Moved: Kieran Latty
Seconded: Brigitte McFadden
Carried (consensus).

9. Interim Budget 2015

The Treasurer spoke to this item, noting that the budget circulated to Councillors had been adjusted to meet the terms of the motion of last Council meeting, and came out at approximately $600 surplus. He noted that the ongoing SSAF negotiations would likely result in $20,000 less than previously forecasted for SUPRA, yielding a small deficit, as per the budget tabled at this meeting. The Treasurer noted that a budget does not dictate how Council would spend money but, rather, puts aside provisions for such expenditure as Council is likely to approve. As such, the deficit on paper in this budget was likely to actually result in a much lower operating deficit, or possibly a small surplus.

The Treasurer stated that 2014 has resulted in an operating surplus of approximately $50,000 that, after increasing provisions for staff entitlements in line with the auditor’s suggestions for good corporate governance, yielded a gross deficit of approximately $13,000. The Treasurer noted that even this deficit was markedly better than the last few year’s budget outcomes, strengthening SUPRA’s long-term viability.

That SUPRA Council approves the attached revised interim budget for 2015.
10. **Additional Administrative Assistance**

The President urged that Council needed to move on to other agenda items due to time restraints. He noted that the SSAO Coordinator had already spoken to the need for this additional administrative assistance. The Women’s Officer inquired if this had not already been approved. The SSAO Coordinator clarified that Council had previously approved expenditure for similar labour in 2014.

**Motion [MAR11-21]**: That SUPRA Council approves $2500 to cover additional administrative assistance for the purposes of data entry, for approximately 4 weeks at 2 days per week.

Moved: Brigitte McFadden  
Seconded: Guien Miao  
Carried (consensus).

11. **General Meeting**

The President spoke briefly to this item, noting the General Meeting had already been called and notice given in *Honi Soit* without Council approval due to time constraints. The President noted that the Constitution requires publication of notices in a Council-approved publication, and requested Council to retroactively approve *Honi Soit*.

**Motion [MAR11-21]**: That SUPRA Council approves *Honi Soit* as a publication authorised to advertise notices of General Meetings of Council, as per clause 04.02: 3.b) of the Constitution.

Moved: Brigitte McFadden  
Seconded: Guien Miao  
Carried (consensus).

12. **Management Committee**

The President noted that the suggested motions were excellent ideas, and that the SSAO Coordinator had already spoken in support of them in his report. The President noted he already included staff in Management Committee, but a Councillor stressed that explicit inclusion of staff in emails calling Management Committee was needed. A Councillor suggested moving the proposed motions in block.

**Motion [MAR11-22]**: That SUPRA Council designate "Staff Report" as a standing item for Management Committee;  
That SUPRA Council directs the President to include staff in Management Committee meeting notices; and,  
That SUPRA Council directs the President to ensure that there is consultation with councillors regarding the timing of Management Committee meetings.

Moved: Guien Miao  
Seconded: Ensiyeh Kazerarni  
Carried (consensus).

13. **Westmead Induction Day BBQ**

**Motion [MAR11-23]**: That SUPRA Council authorise up to $500 for an Induction Day BBQ at Westmead to be held on Friday 27th March.

Moved: Kaitlin Tagg  
Seconded: Guien Miao  
Carried (consensus).

14. **Other Business**

There being no other business, the Chair closed the meeting at 8.03 pm.