

ANNUAL REPORT

SUPRA 2012-13

Acknowledgment of Country.

SUPRA acknowledges the traditional owners of this land, and we pay our respects to them and their elders past, present and future. If you are reading this publication, you are standing on Aboriginal Land.

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John Nowakowski



in memoriam
16th Nov 1985 - 15th Jan 2013

John Nowakowski was both a former President of SUPRA and Vice President, and former CAPA president. His recent death was felt widely in the Postgraduate community, particularly here at SUPRA, by both students and staff.

John worked tirelessly and passionately for Postgraduate students, both at this University and at a national level. Many of you may have encountered John at the SUPRA office or on campus and would no doubt recall his kind, welcoming, helpful and inclusive approach. John had a strongly honed sense of justice, was kind, fair, generous, intelligent, witty and extremely charismatic. He was considered a friend by many involved with SUPRA over the years and he will be missed not only as the excellent student representative he was, but as a dear friend.

Sydney University Postgraduate Representative Association (SUPRA)

Vice President (Publications), July 2012 – January 2013

Co-Secretary, July 2012 – September 2012

Co-Vice President (Policy), January 2012 – June 2012

President, July 2010 – December 2010

Secretary, November 2009 – June 2010

Council of Australian Postgraduate Associations (CAPA)

National Secretary, January 2012 – April 2012 &

January 2010 – December 2010

President, January 2011 – December 2011

Queer Co-Officer, January 2010 – December 2010





SUPRA is the postgraduate student organisation at the University of Sydney and is run by postgrads, for postgrads. SUPRA represents all postgraduates at Sydney University, and all postgraduates can look to SUPRA for assistance with any issues that may confront them - both academically and personally - during the course of their candidature.

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SYDNEY

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President

Angelus Morningstar (July 2012 – March 2013)

Joanne Gad (March 2013 – June 2013)



During the last year, SUPRA has proven itself to be a steadfast, resilient and dynamic association – which is no surprise as that's much like the Postgraduates it represents: determined, adaptable, ready to tackle challenges and passionate. As an organisation, SUPRA has seen a multitude of changes in the last 12 months, including changes in staff, operations, location, Council membership, funding and leadership, yet amongst it all, we postgrads have come together as a team, creating, at the same time, something quite powerful: a sense of community. Over the last year SUPRA has seen increased involvement from its constituents, manifesting in more interest in the representative Council, greater demand for our services and publications, greater attendance at events and a growth in volunteerism – which is commendable given the ever increasing academic and financial pressures on postgraduate students. SUPRA is truly a reflection of the postgraduate community and we welcome all postgrads, and hope to work together for the collective good while undertaking further studies in our chosen fields.

I was elected to the position of President on March 28, and so cannot report in any great detail on the projects and activities undertaken by the President prior to that date, however it is my pleasure to report progress in a number of key areas since then. In addition to the below reports, the last two months have kept me busy with duties related to the General Election, Annual General Meeting and hiring of staff.

SUPRA has seen two relocations in the last year, and the process and timing of the moves put us in a tricky situation at the start 2013, especially during o-week as many of our much-needed materials were in storage. We are now finally in longer-term temporary housing in The Demountable Village. This new location has a great courtyard space that we hope to use for social gatherings. We also hope to secure a much-needed resource room as we have had many requests for such a space, and we historically have been able to offer one. We will continue to lobby the University to give us the space to run a resource room with a wide range of facilities for postgraduate use.

SUPRA has provided an outreach SSAO to Cumberland campus for some time now, and 2013 has marked a conscientious strengthening of our connection to Cumberland. This is demonstrated through a regular ongoing SUPRA presence on the Student Staff

Consultative Committee, a focus on the postgraduate inductions at the campus, BBQ's, poster-runs and ensuring that publications such as our Survival Guide are on hand in the various postgrad spaces. The 2013-14 Council includes a member from Cumberland, and it is my hope that a SUPRA presence at Cumberland can be fostered to ensure that students at this campus are aware of the range of services and support that SUPRA can offer them.

In early 2013, SUPRA also lobbied on behalf of students from the Sydney College of the Arts when they were experiencing serious problems with access on campus, meaning that they were locked out of their study areas for many months. SUPRA was able to raise these problems at a University Committee which included members of the university's senior executive, and hence bypass the bureaucratic/administrative obstacles that faced the SCA students. SUPRA Council 2013-14 also has a member from the Rozelle campus. While SUPRA does not yet have strong connections with all the satellite campuses, it is hoped that we can improve our presence and begin some form of regular outreach to all the campuses in the near future.

The welfare of international postgrads continues to be a prioritised area of focus for SUPRA, with a doubling of resources allocated to the portfolio in the last year. This has resulted in a strengthened relationship between SUPRA and the Council of International Students Australia, whose work complements SUPRA's on a national scale. SUPRA's strong support for international postgrads was also demonstrated through SUPRA being a key sponsor for the CISA Annual Conference, held in Sydney this year.

Much effort has gone and continues to go into protecting student interests with regard to the Enterprise Bargaining Process. SUPRA supports the NTEU's demands and supports the industrial action that seeks to achieve those demands. The erosion of staff conditions has highly undesirable flow-on effects to both coursework and research students by affecting the quality of teaching, class sizes, resources, research conditions and support, supervision issues and much more. The budget cuts which motivate the University's parsimonious stance in the EBA negotiations are sadly resonating throughout the whole University: faculties continue to cut less profitable coursework units, student loads are incessantly growing while research

space becomes increasingly scarce and class sizes balloon, even the most essential of resources, vital for successful study, are gradually and increasingly being consigned as a personal cost. SUPRA continues to fight for better student conditions, a better University without economic barriers, and against all destructive changes whence ever they come.

Funding-wise, our next challenge lies in lobbying for and securing a favourable multiyear funding agreement so that SUPRA can supply essential services to meet growing demand, and provide reliable and thorough representation. Currently, without security of our future funding levels, SUPRA stands in a position akin to a casual employee: an uncertain future restricting strategy and planning, and lacking guarantees for either the organisation or the postgrad community. This funding is the same funding which also allows comprehensive and informed postgraduate representation at numerous levels of decision-making within the University, and student representation ensures that our complex and unique needs can be remembered and taken into account. While SUPRA Council saw a contested election in 2012, and the Council has been at or near capacity membership for most of the last term, there are still many other opportunities for student representation at faculty level which the University administration itself has struggled to fill. A stable and adequate level of funding guaranteed for the next number of years would

go a long way toward rebuilding and gelling together the many aspects of our Association, however while the nature of any future agreement is yet to be determined, concrete steps are already being taken toward finding a solution.

Thanks must go to SUPRA's former President Angelus Morningstar for his many years of contribution to SUPRA. Angelus served as President since January 1st 2011, and provided leadership during a time of uncertainty for the Association. He was instrumental in negotiating a positive outcome for SUPRA in the 2012 SSAF negotiations, and secured a 2013 funding level that allows the continuation of our services.

A special tribute goes to our late Vice-President (Publications) John Nowakowski, who tragically passed away in January this year. John had served SUPRA tirelessly for many years, and spearheaded countless positive reforms including the development of key policies and revisions to our publications. John was also a relentless lobbyist for Postgrad issues, and was well known as such within the University community. His welcoming warmth, sharp wit and good-humored nature are fondly remembered, and he is very much missed.

Joanne Gad



SUPRA's 2013 O-Week stall

Vice-President (Publications)

John Nowakowski (July 2012 - January 2013)

Tanveer Sohal (May 2013 - June 2013)

John Nowakowski

(July 2012 - January 2013)

John Nowakowski was an outstanding Vice President (Publications). Though his area was publications he assisted all those on SUPRA executive and council, as well as staff, in his capacity as a Vice President. The procedures John put in place for coordinating SUPRA's publications have ensured an efficient and productive year for SUPRA on the communications front. It is sad that John is no longer with us and is therefore unable to see his vision come into fruition.



Publications Working Groups

John called working groups for each publications project, inviting council members and members of the admin and SAAO teams to coordinate the upcoming year of SUPRA publications. These met regularly and discussed the overall coordination of the publications, delegated tasks and kept on top of the work-slate for each project. This was an effective way to ensure the publications were kept on track and an excellent way to involve all relevant parties.

Student Consultation

Early in his term John set about consulting with SUPRA's constituents through a thorough communications survey to gain a better understanding of how he could make improvements to SUPRA's publications, both in print and online. John saw the process of consultation as essential in producing publications that would resonate with, and be of use to, Postgraduates. He sought to implement feedback gained from these surveys in the publications he worked on, and many were implemented in the 2013 Survival Guide, eGrad, and are presently being incorporated as we work on the new Thesis Guide.

eGrad

John regularly contributed to eGrad, SUPRA's e-bulletin and attempted to incorporate some light but useful content. He assisted with editing and took an active role in reviewing it's design.

Calendar

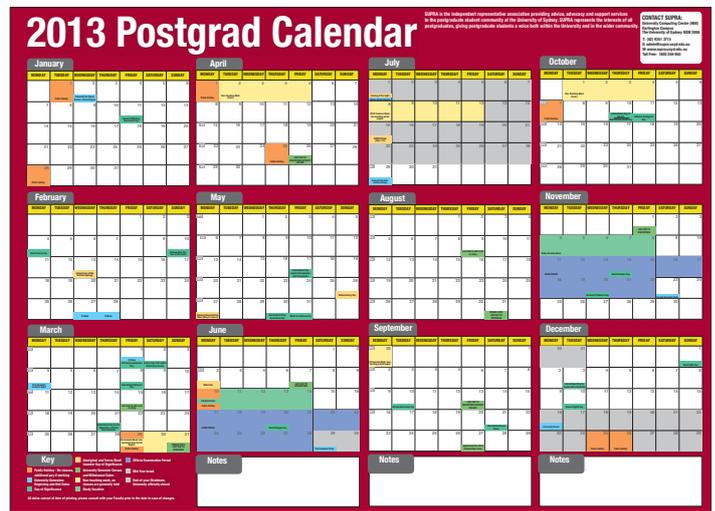
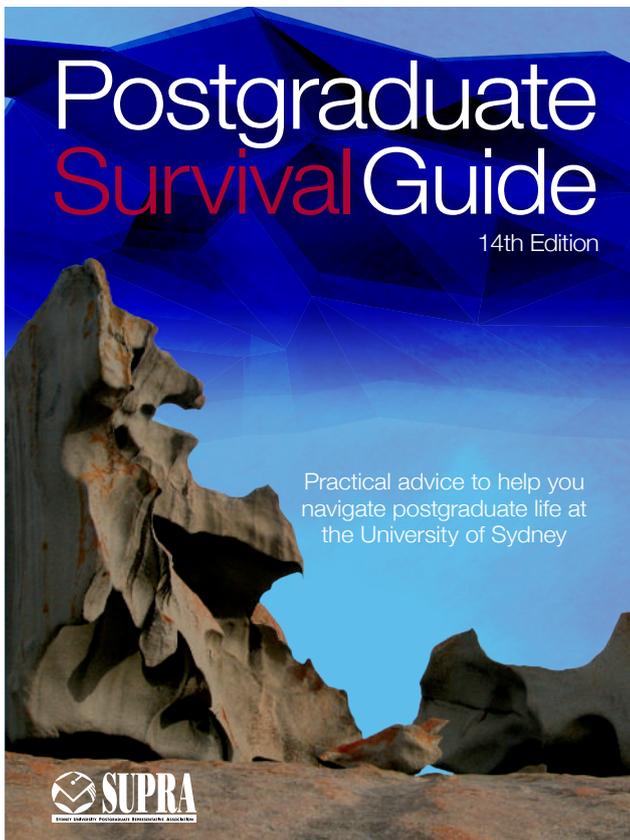
John redesigned the 2013 SUPRA wall calendar to make it more user friendly, including new spaces for notes.

Postgraduate Survival Guide

John implemented a new and improved structure for the 2013 Survival Guide. The new edition was divided into clearer sections making it easier for students to find the information they needed, quickly. John was committed to publishing the Survival Guide on time, ready to greet new postgrads at O-Week and inductions. Careful pre-planning and cooperation ensured the 2013 Survival Guide was on SUPRA's O-Week stall and that incoming postgrads received it in their SUPRA welcome packs at Faculty Inductions. This was largely due to John's diligence early in the process.

Thesis Guide

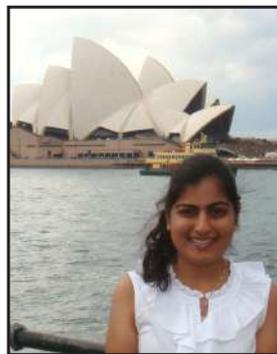
John put together the work-slate for the upcoming Thesis Guide and put a great deal of thought into reworking the content, working alongside SAAOs and Admin. This work-slate is being implemented currently and SUPRA hopes to publish the new Thesis Guide for semester 2, 2013.



Some of SUPRA'S 2013 publications - The Postgraduate Survival Guide and Wall Calendar

Tanveer Sohal

(May 2013 - June 2013)



Welcome to SUPRA's Annual General Meeting! It is my pleasure to be elected SUPRA Vice-President and Director of Student Publications. Having been recently elected, I plan to continue on with several publications projects that will be implemented in the upcoming year.

Earlier this year I arrived from Vancouver, Canada to embark on a journey as I prepared for the Master of Public Health program. I am extremely pleased to be on a journey along with SUPRA during my time at the University of Sydney. During my term, there are several publication goals that I wish to pursue.

The major publications of SUPRA that I will focus on overseeing and moderating include: the Postgraduate Survival Guide, the Thesis Guide, the Calendar and I plan to bring the Counter Course Handbook into an

electronic form as it was initially planned last year. I will continue to work with the different committees and work on productions that need to be made for future events. I believe that it is essential to engage all postgraduate students in the opportunities available through SUPRA.

As the Director of Publications, I will have the opportunity to join with the Administration Officers, the administration of publications and website content, editing publication content to ensure that all of these publications are available.

I believe that my diverse background will be an asset to engaging as Publicity Advisor to the Council, to work directly with the Executive and provide any relevant outgoing multimedia of SUPRA. I will ensure that recommendations are provided and public relations maintain positive. I am looking forward to working with the new SUPRA Council.

Vice-President (Policy)

Kylee Hartman-Warren



This year, I had the opportunity to look after the Policy portfolio, which can be a tedious job. Not only are you responsible for considering and addressing reforms within SUPRA, its policies, and its constitution, but you must also keep an eye on policy changes at the university and government levels. I had a slight advantage in this area because I also represented international students as the Education Officer of the Council of International Students Australia (CISA). Additionally, I worked and consulted on policy within the University regarding Research Training Needs Analysis, Supervision, and Intellectual Property.

I also spent some time around the SUPRA office, and helped with the packing in relations to our moves. I regularly ran Policy Committee meetings where we teased out many of the nuances of our Electoral Regulations and Constitution.

July- September 2012

I began my role as Vice President in charge of Policy by finishing and following-up on a submission I prepared for the International Education Advisory Committee. I spoke with the Vice Chancellor's Office about sending in their own submission. I also participated in the July round of Inductions, and helped with the Semester 2 events which took place around SUPRA.

Finally, I attended the CISA Executive Training Workshop in Canberra that August, and reported back to Council on what I learned.

October – December 2012

In this quarter, I participated in more cross campus related efforts and attended a forum at Macquarie University to support their postgraduate representative association, MUPRA. I also attended a Board and Management Committee Training Workshop ran by the Redfern Community Centre. This was the second workshop, which stressed to me the importance of improving the way student representatives are trained, and particularly so they are aware of their legal responsibilities.

There were a few surprises as well. The Defence Trade Controls Bill was a hotly discussed issue in September, and I engaged with Timothy Scriven and Tim Payne

to get more attention on the matter. We launched a Facebook page to spread awareness about the bill, and promoted Tim Payne's petition. The bill presented a real threat to our liberties around academic research due to its controls on research materials that both civilians and the military use to conduct research. This is one area where students and the university agreed, and were able to effectively work together.

The second surprise was an opportunity to work on the Intellectual Property Working Group. I was involved through my membership on the Senior Executive Group: Research and Training. I have since consulted with various Faculties across campus to ensure that practical needs have been met in terms of teaching and learning. At some point in this process I also want to consult with students.

Finally, I attended the Australian International Education Conference. I formally attended on behalf of CISA, but I went to sessions related to postgraduate issues and was able to let delegates know of what SUPRA was doing in the area of international student wellbeing.

January – March 2013

This was perhaps the most tumultuous period of the year for SUPRA, as we were we moved into close quarters. It was during this time that we lost John Nowakowski, our Vice President who looked after the publications portfolio, and provided a great deal of support to SUPRA staff and students. John was a great contributor to SUPRA and he was a deeply caring person. He has been missed.

Through this time, I worked on thorough reform of the Electoral Regulations. To do this task, I relied on a series of Policy Committee meetings, and I had to learn about best practices in terms of elections and ballot counting.

I also followed up on the Post Study Work Visa issue and spoke with Acacia Immigration Australia, which was putting together a national petition to help all students get access to the new visa. SUPRA endorsed the petition. At this point the Department of Immigration and Citizenship has unfortunately maintained its stance. However, this is something we will continue to push.

I was quite involved with this year's inductions. We had a booth on the Cadigal Green for the first day of

O-Week and we held our BBQ on that Thursday in the same location. I was quite active in attending all of the International Student Induction and Orientation sessions, and in coordinating the visa information session in that period.

March concluded with the International Student Forum: My Study, My Career. I was peripherally involved with the planning and coordinated the film and photography crew for this event. It was another cross campus effort which brought international students from all over Sydney into one room to learn about employment in Australia, and how they can be career-ready when they graduate.

April – June

I spent April working on Constitutional Reform for the next AGM and I have re-joined the Academic Standards and Policy Committee. I also spent a good deal of time working on the Intellectual Property policy, and spoke with faculty, the SAAO team and the Chair of the Academic Board to get some preliminary feedback. I look forward to engaging students in this process if or when possible.

I have been heavily involved in preparing the Policy Book and Constitution amendments for the AGM. I'm also involved with the Council Induction planning and will be working with the SAAO team to solidify our schedule for these activities. I'm bringing a lot of what I've learned this year to this induction planning.

Conclusion

I'm grateful to have been able to serve as SUPRA's Vice President for a second term. While there have been a lot of challenges this year, most of them were unfortunately hard to control, and I've learned to just keep working despite them.

Kylee Hartman-Warren



Vice President (Community)

Timothy Scriven



I undertook two primary tasks as Vice-President. Firstly to oversee the activism of the organisation, and secondly to oversee its social events.

Activism was an unqualified success. I'm pleased to report that I was involved in running two national education conferences, numerous protests and rallies, and student support for the various staff strikes. I have assisted Macquarie University students in their struggle for independent student representation, have created an online platform for student activism at USYD, and was integral to the formation of the national student action network "Class Action". It's pretty safe to say that duties related to activism would have singlehandedly made up my 20 hours of work, before committee attendance, social events and other duties had even begun. In short, I have been very busy.

With respect to social events I have setup a monthly coffee event "Coffee Arvos" which occurs on the first Thursday of every month. While these events are relatively small, they are also cheap, and attendees seem to enjoy them. I am working on the restoration of wine and cheese nights now that we have a suitable venue. These activities are in addition to various ad-hoc events including BBQs, end of semester parties etc. Particularly in the area of social events I owe much to my co-officers Kylee and Jo (and to the late John), who have often picked up the slack when the demands of numerous simultaneous campaigns have proven just too much.

In addition there have been various miscellaneous activities worth reporting. I was pleased to work with Jo on the formation of the Postgraduate Education Network. Many weeks worth of labour was spent on issues arising from the transition between presidents. Of course there are always committees (SUPRA and university based) to attend.

I wish I could say "it was a happy year" or "it was a good year." But of course it wasn't. John died. If SUPRA had have single-handedly doubled the education budget, repealed VSU and implemented world peace, this would still be the year in which John died. There's nothing else that can be said, except that I'd like John remembered for what he did, and not merely the opportunities missed.

Timothy Scriven

Treasurer

Khawaja Almas and Joanne Gad (July 2012 – March 2013)

Mike de Waal (acting) March 2013 – May 2013

The 2012-13 Council year has been a tumultuous one for the multiple people who have held the role of Treasurer.

The ongoing uncertainty of SUPRA's financial position throughout the negotiation process of the 2013 SSAF (Student Services and Amenities Fee) distribution has been somewhat painful. We were, however, lucky enough to benefit considerably out of the stressful and drawn-out negotiations. We were the only University of Sydney student association to actually increase our annual SSAF allocation, if only slightly (from \$989,000 to \$1,000,000). It is worth thanking the SUPRA office-bearers who attended Student Consultative Committee meetings and made the various submissions to the University, in order to make our favourable funding arrangement possible. Particularly, the work of former President Angelus Morningstar should be commended in this instance.

But despite this positive final position for the year, it is important that SUPRA does not get complacent. The 2014 negotiation process is on the horizon, and the University is currently seeking submissions to apply for use of the Capital Sinking Fund (an additional allocation raised by SSAF specifically for injection into infrastructure and amenities). The poor drafting of the SSAF legislation means that student associations will continue to operate in a state of 'limbo', at the mercy of University management, at least for the medium-term. It would be too optimistic to hope for an incoming Abbott government to make the appropriate legislative changes to put SSAF funds directly in the hands of students.

On the home front, it has been pleasing to see SUPRA use its available money on projects that benefit students by way of funding events, publications, and activities. Since our Association generally provides services rather than physical materials to students, though, much of the Council funding goes towards the payment of stipends to office-bearers. I have been lucky enough to be part of a review process over the last few months aimed at reviewing the current SUPRA office-bearer structure, specifically with the intention

of allocating stipend payments in a more efficient way for the organisation. I am confident that at our Annual General Meeting, the Council and Association will agree on a sensible way of cutting down on any inefficiencies that have been identified.

The changes made to SUPRA's Financial Regulations in March of this year were a huge step forward for the organisation in terms of promoting transparency, and reaffirming our staunch opposition to misappropriation of Association funds. The regulatory changes put in place more 'checks and balances' for payments moving in and out of SUPRA, as well as placed more restrictions on the circumstances in which Councillors may apply for extraordinary reimbursements and payments. As a strong supporter of these changes, I am confident that they are already playing a positive role in ensuring that SUPRA money is used in a transparent and accountable way.

While I have only acted as Treasurer for a few months, it has been a very rewarding experience. All things considered, our Association is in a positive financial position at the end of this Council year, and this is largely thanks to the hard work of SUPRA office-bearers and staff over the past twelve months.

Mike de Waal

Secretary

Mike de Waal & John Nowakowski (July – September 2012)

Mike de Waal (September 2012 – June 2013)



My year as Secretary of the Association has been enjoyable and interesting. In the first few months of the job, I learned a lot from John Nowakowski, former President and Secretary of the Association, who showed me the ropes and assisted me in planning meetings and attending to general administrative duties, etc.

The role of the Secretary is to manage the operations of SUPRA Council from an organisational and administrative perspective. Therefore, it is a very hands-on, communicative job, and I have spent much of my time liaising with Councillors about various projects they are working on, the reports they are supposed to be submitting, and any queries they might have about the regulations or general governance of the Association. Furthermore, I have often been a first point of contact for members of the student body who wish to join the Council.

Over the course of 2012-13 the make-up of Council has changed dramatically, with Councillors resigning and joining Council in a seeming revolving door. While this has generated a lot of welcome work for me, it is advisable that in the interests of maintaining a more stable and resourceful Council, the Council for 2013-14 make the retention of Councillors a priority by involving everyone in the running of the Association in a more meaningful way. Of the Council that commenced in July last year, only 15 remain on Council as of April. This reveals a big turnover.

As Records Manager of SUPRA I have been in charge of ensuring that all up-to-date Council and Management Committee meetings have their in camera minutes filed at the SUPRA Offices, and the ex camera minutes available for access on our website (with regard to the Council minutes). I have established a protocol that as soon as Council minutes are ratified at the following meeting of Council, they are to be distributed to our staff to make sure they are fully aware of what Council is up to. This has, in the words of one staff member, been a real problem in the past, as staff have felt disconnected from Council. I feel I have made a positive contribution to changing this.

To the next Secretary, I give the following advice: Always think ahead, always allow more time for meeting preparation that you think you will need, and never be

afraid to ask questions of staff or the President. Also, make a special effort to familiarise yourself with the Constitution and regulations of SUPRA. Often you will be the first point of contact for questions about these rules. Finally, make friends with all members of Council! You will be working closely with them for a year of your life, so you might as well get along with them.

It's been an absolute pleasure to be the Secretary of SUPRA this year. I would finally like to pay tribute to John Nowakowski, who coached me in this role through the second half of 2012, and became a very dear friend. John, you were a remarkable student representative, and are greatly missed.

Mike de Waal

Education Officer

Joanne Gad (September 2012 – March 2013)
Nicole Doughty (March 2013 – June 2013)



The role of Education Officer was created in 2012 as SUPRA did not have a dedicated position focusing on education activism and the position had proved useful in that. It has proved useful in harnessing the collective effort of the many existing representative positions within faculties.

The last six months or so were largely occupied assisting with the NTEU strikes, running a small but fierce anti budget-cut campaign in the Architecture faculty, planning and creating the Postgraduate Education Network, and lending a big hand to O-Week and inductions in first semester.

SUPRA's O-Week and inductions performance this year is creditable, given that we began the year on the back foot, being without a suitable space to prepare our materials and without much of our essential O-Week gear as the University had put it into storage. Even so, postgrad inductions were thoroughly covered, and many students made aware of our existence, independence and our usefulness to them.

During the anti budget-cuts campaign in the Architecture faculty, which spanned over several weeks, it became apparent that there were positions for postgraduate representation which were either vacant, or filled with reps who had not been provided with training. Contact to these reps also proved to be inaccessible to students who wished to remain anonymous. These details led to the decision to create the Postgraduate Education Network (PEN) to bring together the various postgrad student representatives and other interested postgrads

in a forum where issues of representation and effecting change could be tackled. The first meeting of PEN was in March, and resulted in many great ideas and a few resolutions, and was a fantastic forum for consultation with our constituents whatever their level of involvement. It would be interesting to bring PEN together again to gauge progress and touch base with other postgrads, and it is a project well worth following up.

High on the agenda for semester 2 this year, is running a series of workshops / seminars for postgrads (in conjunction with SAAO Hank Whan) on topics relevant to their interests - such as mental health and disability; workplace rights; housing and tenancy issues (including recent changes to boarders' legislation); and healthy eating on a budget to give just a few examples.

Nicole Doughty

Women's Officer

Kareena Denley



My goal as Women's Officer at SUPRA for the past Council term was to be the voice of postgraduate women at our organisation and to keep the women's network up to date on local, national and international issues and events.

I helped to update electoral regulations, conducted orientations for new postgraduate students and attended university events such as 'Babies and Briefcases' to remain informed and build a network within the women's community. This included connecting with the undergraduate women's network, which is active in feminist causes.

The SUPRA women's network was informed through regular email updates and invited to events such as 'All About Women' at the Sydney Opera House and 'Women on the Frontlines' at Gilbert and Tobin.

Ending sexual violence has been a central theme around women's issues worldwide this year. SUPRA women attended the 2012 Sydney Reclaim the Night picnic and walk in support of this cause locally and we supported UN Women Australia with a membership to that organisation. I also liaised with organisations such as the Australian Domestic & Family Violence Clearinghouse and White Ribbon Organisation regarding measures to address sexual violence. I found that Sydney University already has a number of White Ribbon Ambassadors and I would encourage postgraduate women and future SUPRA Women's Officers to connect with the organisation. This is an issue I would like to have developed further for postgrad women. <http://www.whiteribbon.org.au>

Out International Women's Day event this year was a talk by Women's Health NSW Executive Officer Denele Crozier. Denele was an interactive and generous speaker who shared with the audience her vast experience of the social, environmental, economic, physical, emotional and cultural factors which influence women's health. Her talk was informative and in line with SUPRA's philosophy of accessibility to basic services. Thanks to Margaret Kirkby for her assistance in organising that event.

Working with SUPRA's dedicated staff, executive and councillors has been a highlight in serving as Women's Officer. I'm grateful for the opportunity to have done so and encourage other postgraduate students to become involved with their Student Representative Council.

I'd especially like to acknowledge the dedication of John Nowakowski, a long-time SUPRA executive officer, who passed away during the Council term. And thanks to Angelus Morningstar for his hard work and contribution to SUPRA.

Kareena Denley

Aboriginal & Torres Strait Islander Officer

David Follent (Acting)

In 2012-13, SUPRA Council elected an Acting Aboriginal and Torres Strait Islander for the first time in recent memory. David Follent began the process of getting back in touch with Aboriginal and Torres Strait Islander postgraduates and worked hard at developing a new network. He also attended various University committee meetings about relevant issues to these students. We thank David for his work. We hope that at the 2013 AGM, SUPRA will elect an autonomously-elected Officer.

Disability Officer

Timothy Scriven

It has been an interesting year as Disabilities Officer. Movie nights, coffee afternoons and consultations on the engagement side. A survey and work around special considerations on the lobbying side. Things were done, but attendance was limited, and so was the sense of a permanent community. Concrete achievements were few.

I wouldn't say I did an awful job, but I'm clearly a better education activist than disabilities activist. Whatever the role needs I clearly haven't got it. I certainly tried, and when disabilities specific programs weren't working, I made an effort to tie disabilities into other activities, like committee work and the Edufactory conference. Hopefully by learning through my mistakes next year's department can be more vibrant and successful.

The following are the recommendations I'd make to future Disabilities Officers:

1. Build a network, I tried this and it didn't work. Unlike other things I tried that didn't work though, I think this one is worth keeping going with.
2. Have a very, very close relationship with a SAAO (Student Advice and Advocacy Officer) who focuses on disabilities work. I think for the disabilities position more than others, this is especially crucial.
3. Remember that as an Equity Officer it's your job to bring disabilities into the rest of what SUPRA does, as much as it is your job to run independent disabilities oriented events. Pass motions around disabilities. Talk to officers about accessible events. Ask briefing SAAOs to tell you when disability relevant issues arise in committees, then talk to the delegated office bearer attendees before they go. Make disabilities a part of everything we do.
4. When a strategy fails, think very carefully. It's very easy to abandon a strategy too early, or too late.

Timothy Scriven

International Officer



Tuba Omer

When I first assumed office, my goal was to create a platform for international students to come together, connect with local students and find a support system. I launched the USYD International Postgrads Facebook page, which now has 88 members and is still growing. This became the platform from which I reached out to different faculties such as Law, Business, Medicine and also connected with other groups such as the University of Sydney Union, International Student Lounge and various undergraduate and postgraduate societies and clubs. At the same time I wanted to raise issues that International Students face regarding career development, immigration, legal problems faced in tenancy agreements for example and counseling support.

I am very happy with the feedback and support that I have received from international students as well as the administration staff and councillors of SUPRA in helping to fund and publicise various events that I have held. My journey as an International Officer has looked something like this:

July: CISA conference. This was where I got the resources to understand what my role entails for

international students. I was able to interact and network with members of the Australian Immigration Department, Ministers, Employers and other International Officers from universities all over Australia. This gave me a great platform to understand how International Officers operate in different states in Australia and also build strong ties with NSW universities.

August: Information session for international students. Issues discussed included support for international students in the areas of accommodation, careers support, counselling, legal help. It featured speakers from Counselling and Psychological Services, Careers Services, and members of SUPRA's legal team and Student Advice and Advocacy Officers.

September: Ice-skating in Canterbury Park. Regardless of the number of times we all fell, we still had a great time.

October: International Film night (Paris, je t'aime, Three Idiots and Motorcycle Diaries)

Pathways to a Future in Australia: Migration Seminar (Organised with Sydney University Law Society and had more than 80 students attending)



International Student's Bushwalk



Fireworks at Darling Harbour

November: Bushwalking in Ku-ring-gai National Park (John Fell so wonderfully helped organise and lead the walk with me tagging behind in sandals!)

December: Fireworks at Darling Harbour (It was followed by a night out that most of us still remember)

January: Australia Day Celebration (Yes we all agreed, the fireworks were better than New Year's Eve and saved us waiting in the sun all day. Hot chocolate at Lindt Café followed to conclude a magical night.)

February: Immigration seminar held in O week to share what it means to be an international student in Australia, the work and study rights entitlements held etc.

March: Dine and Dance Night (This was to welcome Semester 1 international students and featured music and dances from all over the world)

May: Elections for Women's and International Officer

Immigration seminar by Visa Lawyers Australia to talk about the new post-study work visa and what the changes mean for international students. VIVID SYDNEY: Display of lights and music in Sydney.

I have also worked extensively in policy regarding career development for international students in particular. This has included speaking to the University's Careers Services to increase interview skill sessions, CV and

cover letter building, partnering international and local students to share their work experiences and create better networking opportunities.

Creating a job alert system targeted at international students specifically with more representatives in the Careers Office designated to speak to these students for a one-on-one session regarding their difficulties.

Having a careers fair, with firms that are open to welcoming international students. Unfortunately the University has not been very accommodating regarding taking steps for this particularly, but I aim to keep working at this.

I have attended meetings with SEG-International and ISP to increase scholarships for international students. I have also raised the issue for the need to create a space that will encourage international and local students to sit together, communicate, study and share experiences. This targets a more accommodating space than the International Student Lounge that is currently available.

I have also been an active part of the NSW International Student forum, which has included talks by the Australian Taxation Office, International Ombudsman, City of Sydney Council and the NSW Police. These are information sessions that I have then communicated to other international students in response to their queries.

Finally, I have done office hours that have allowed me to speak to members of the postgraduate community on a confidential basis. Students that I have spoken to had issues regarding their tenancy agreement, supervisor relationship, work-study load and homesickness. I have tried to be there as an officer and direct them to the best resource available, but also to be there as a friend.

I have only to thank the international students and SUPRA for this role. In the beginning I asked them to help me make this their platform and it really honours me to have been a part their process.

Tuba Omer



Immigration Seminar 2013

Queer Officer

Thomas Munro



This has been my second term as SUPRA queer officer and this has been a year of a lot of change, both for SUPRA and queer students at the University of Sydney and beyond.

I have been glad to see a renewed interest in SUPRA this year, having had a contested election that led to a reinvigorated Council for the 2012-13 term. The election provided a fantastic opportunity to campaign and engage students face to face – which seems to have led to lasting engagement with students through the year. It was great to see the majority of last year's Council re-elected as well as some new people bringing fresh ideas and passion for student issues.

However, engaging with queer postgraduate students has also brought challenges. While there are a large number of queer-identifying postgraduate students within the university, there has been less demand for social groups focused on sexuality and identity. This is for any number of reasons including workload, postgraduates being older and already having social networks or just having more specialised interests beyond sexuality and queer activism.

The former SUPRA Queer Action Collective was merged with the undergraduate equivalent in 2006. There have been a number of new social events happening on campus, largely facilitated by SHADES. These include parties open to everyone who wishes to attend, and their fabulous speaker series. So this year I wanted to facilitate the sharing of information to postgraduate students around such events – as well as doing a few SUPRA specific events, such as our Equity film nights.

I held a few roles this year including being co-convenor of the statewide Queer Student Network (QSN) and also held the position of co-secretary of the newly-formed national Australian Queer Student Network (AQSN). Wearing these multiple 'hats' really allowed me to link in with students (both undergraduate and postgraduate) and facilitate communication and shared project development. I was able to organise a training day for queer office-bearers from multiple universities around Sydney through ACON that

built participants' confidence in group facilitation, sexual health knowledge and services available to queer people. This was a very useful and informative day and one that I hope can be continued in future years.

Although I have thoroughly enjoyed my time with SUPRA in the different roles I've held over the years, it is time for me to graduate and move out into the world (a terrifying prospect!) Fortunately we had a lot of interest in the Queer Officer position this year and Timothy Scriven was elected into the role for next term. I have worked closely with Tim over the past year and he has a lot of plans to reinvigorate the role and increase student engagement in the year ahead. I'm sure it will be a great year.

I would like to take this opportunity to thank my fellow Councillors and SUPRA staff for their passion, dedication and hard work. I'd also like to thank the undergraduate queer officers and everyone else who helped in organising queer student parties, events and planning throughout the year – it's been fantastic.

I would especially like to pay tribute to John Nowakowski. He held the role of Acting Queer Officer during the 2009-2010 council term as well as CAPA's co-queer officer in 2010. He has been a constant source of advice and inspiration during my time in this role and is greatly missed. Vale John.

Thomas Munro



Marriage Equality Rally

SUPRA Staff

As at 30th May 2013

Adrian CARDINALI	Student Advice and Advocacy Officer Co-ordinator
Margaret KIRKBY	Senior Student Advice and Advocacy Officer
Francine SEETO	Student Advice and Advocacy Officer
Hank WHAN	Student Advice and Advocacy Officer
Pru WIRTH	Administration Co-ordinator
Louise THATCHER	Administration Officer
Amity LYNCH	Administration Officer
John FELL	Finance Manager
Ingrid VAN TONGEREN	Redfern Legal Centre Solicitor

In memory, John Nowakowski

by Timothy Scriven

We address you now because we cannot address you.
We speak to you because you cannot answer
Two hundred,
Three hundred,
Voices are all jump started and twining round' together
Crowding in together, sticking tightly, each to each with eyes or skin
Like cells clotting a wound, damming out-rushing humours
Filling a cavity with a very particular shape
Perhaps we are a motley militia of gay boys and polish mothers, shaking spears at death
(You'd like the sentiment of that, but not the intelligence)
Perhaps we are only grave-robbers, plundering memory, glorying in associations
(You'd shake your head but you'd forgive)
I think we're your friends
(You'd agree, and call it indecent to over-think things)
You are not quite absent because we feel your absence solidly
(The paradox of loss?)
You are not the unremarkable stranger
(Not yet! Maybe never!)
You smile and wave at us, from behind our eyes
(We wish you were before them instead.)
More present now than in any one moment of life
I'm speaking in generalities
To avoid the particulars
I'm speaking of our reactions
So as not to think of their source
So I'll just say it
I miss you
(For John)

We sincerely apologise for any misspellings or exclusions

Administration Team

Anne Coates

Catherine Pont

Amity Lynch

Pru Wirth

Rachel Engdahl

Cath Davies

Louise Thatcher

The Admin team continued to strive to provide exceptional service to SUPRA members during the last year. As the first point of contact for the majority of students and visitors contacting SUPRA, we aim to be welcoming and knowledgeable about our services and other referral options for students.

We also continued to provide administrative support to the SUPRA Council and staff members, taking on additional duties to help the Association cope with increased demand on our services due to the current higher education climate.

The Admin team also continues to perform many of the duties previously undertaken by the Publications Officer. This includes a significant level of editing, layout and design work for major publications as well as making posters, flyers, web content and our e-bulletin eGrad, to advertise SUPRA events and services.

SUPRA has relocated twice in the last six months. These moves were primarily coordinated by the Admin team alongside our regular duties.

This past year has seen some turn over in the team and we would like to acknowledge and thank those departed staff members for their contributions. In particular we would like to acknowledge Anne Coates, who left SUPRA in June 2012. Anne was a long-term member of the admin team, working at SUPRA for 6 years. Her competence, professionalism, leadership and kindness are sorely missed. Catherine Pont was the administration coordinator from July 2012- January 2013 and was replaced by Pru Wirth (previously administration officer) in April 2013.

The admin officers have also seen some changes. Amity Lynch came on board as our new permanent administration officer in May 2013, replacing Pru Wirth in the role. For some time we had no coordinator. During February and March, Pru Wirth and Louise Thatcher were acting in the coordinating role, as well as carrying

out their regular duties. We have also had two casuals who have really saved the day, filling in the gaps in our team at various points- we would like to thank Rachel Engdahl (formerly an admin officer at SUPRA) and Cath Davies, for their outstanding contributions. Louise Thatcher is on leave until October 2013, and as such the team currently consists of Amity Lynch and Cath Davies (Administration Officers) and Pru Wirth (Administration Coordinator.)

Admin's biggest tasks for the last year have been coordinating semester 2 2012 and semester 1 2013 faculty inductions, working on the 2013 Postgraduate Survival Guide, and coordinating the two office relocations.

Faculty Inductions are SUPRA's mainline to students and are a great way to let new postgraduates know about the services and support SUPRA has to offer. We are proud of our work on these and enjoy the interaction it gives us with SUPRA council and the broader university community. The semester 1 2013 inductions were particularly successful and well organized, and saw more council involvement than recent previous years. We would like to thank those involved with packing the inductions packs, and attending the inductions. This lightens our load significantly and makes SUPRA's participation in inductions more genuinely student led.

We have also enjoyed assisting with the many events hosted by SUPRA office bearers, such as seminars, film nights, meetings and excursions, as these events bring students in to SUPRA and give us the chance to work with the office bearers.

Generally, our publications work has been steady and consisted of editing, layout and design of the 2013 Postgraduate Survival Guide, assisting with the 2013 wall calendar, making a range of posters to advertise SAAO services, and publishing the weekly eGrad bulletin, SUPRA's only regular organ for communicating with subscribers.

Our work on the 2013 Postgraduate Survival Guide began in mid 2012. Along with the then Vice President (Publications), John Nowakowski, and Adrian Cardinali of the SAAO team, we attended publications working groups regularly to plan the upcoming publications and chart its progress. Sadly, in January 2013 John Nowakowski passed away. It was with heavy hearts that we picked up the Survival Guide and completed it without him. John was dedicated and precise in his work and had great vision. John felt it was paramount that the guide adopt a new and improved structure, and be published on time to greet new postgrads at O-Week and inductions. With John's thoughtful pre-planning and the subsequent efforts of the admin, SAAO and legal teams, we proudly achieved John's goal. The 2013 Survival Guide was on our O-Week stall and incoming postgrads received it in their SUPRA welcome packs at Faculty Inductions.

Though John Nowakowski was VP Publications, he also stepped in to assist admin staff and often greeted students visiting SUPRA. John was in each day, arriving and leaving with staff. The admin team worked closely with John on a daily basis over the last year and we have missed his cheerful, helpful and knowledgeable presence in the office.

Some of the other projects the Administration team have been involved in to assist council and staff over the last year include:

- Helping to organise events, including BBQs, outreach events at non-main campuses, immigration seminars, regular events like wine and cheese nights and film nights, and of course our O-week events.
- The Admin team instigated and organised the 2012 Council Induction, (a welcome and induction for new council members) and are pleased to see it has been taken on as a project for Council and staff to organise together in 2013.
- Offering additional administration support and data entry to the Student Advice and Advocacy Officers (SAAOs) in an attempt to alleviate some of their workload.

SUPRA has relocated twice in the last year. These moves followed our 2011 move, making it three moves in a two-year period. SUPRA's lack of a permanent space, and the Universities unwillingness to recognize our need for one, diverts SUPRA's resources (both in terms of financial and staff time) from assisting students and Councillors to seemingly endless relocation related tasks. We have spent weeks packing, unpacking, restocking supplies and equipment to meet the needs of a new space, meeting with University staff members to discuss our space requirements, IT needs and furniture requirements, directing removalists and organizing for signage, maintenance and repairs and

the like. This task has been made all the more difficult by the changes in office size, requiring us to acquire extra furniture and then to downsize. The list goes on. Our time, and SUPRA's resources, could be better put towards meeting student's needs.

We would also like to note the loss of SUPRA's resource room. We have been approached by a number of postgrad students about this and they are dismayed to discover we are no longer able to provide the service.

The Administration team have also participated in the campaign against job cuts by the University. We would like to thank the staff and Council for all their efforts to keep the voice and representation of postgraduate students strong in this climate.

If you're a postgraduate student we encourage you to get involved, as SUPRA is here for you and made stronger by your involvement and support!



SAAO Team

Adrian Cardinali

Francine Seeto

Hank Whan

Margaret Kirkby

Stephen Kilkeary

SUPRA Student Advocacy Service

SUPRA's Student Advocacy Service is unique amongst the suite of services available to postgraduate students of the University, being a professional service run directly by and for postgraduate students. Employed advocates deliver free, independent and confidential advocacy on a wide range of issues impacting postgraduates (see below for more).

All advocates are engaged in ongoing professional development in areas relevant to students. In 2012 and now into 2013 we have participated in formal training on Centrelink matters, anti-bullying, harassment and discrimination, client self determination, mental health, student housing and tenancy. Each worker has access to professional external supervision from qualified psychologists and social workers, as part of SUPRA's dedication to continual professional development. It is all part of our commitment to deliver excellent quality professional services directly to the postgraduate population.

In addition to individual advocacy with students, the Student Advocacy team also offers a briefing service for SUPRA's elected student Councilors who represent SUPRA on various University Committees. We support SUPRA Council with research and case statistics and offer de-identified case examples, for use in drafting submissions on postgraduate issues to various University and Government bodies. We provide content for SUPRA's publications, and participate in outreach activities and events. More on each area of our work is outlined below. The current Student Advice and Advocacy team consists of Francine Seeto, Margaret Kirkby, Hank Tre Whan and myself, Adrian Cardinali. Up until January 2013 Stephen Kilkeary was also employed as part of the team.

As coordinator of the team I like to take this opportunity to extend a warm thank you to all of SUPRA's Advocates for their dedicated work with and for postgraduate students. The commitment to independent advocacy and commitment to students comes across strongly in all the work we do and is something to be very proud of.

Casework

SUPRA has a history of promoting and upholding the rights of postgraduate students that stretches back more than 40 years. The Student Advocacy service is core to this work and in 2012 we had a strong year of promoting and defending the rights of students who used our services. Students who used our assistance experienced a service committed to professional, inclusive and holistic delivery.

Our model of advocacy recognizes the wide diversity of the postgraduate population, and respects and celebrates the inherent strengths and abilities of postgraduate students by fostering and supporting the ability to self-advocate. At the core of our work is that fundamental principle of respect, a principle that is embodied in our steadfast commitment to talk, listen and respond to students directly, and to make use of their shared experiences not only within casework, but to then confidentially use that information to help drive SUPRA's submission and policy work.

Statistics

At the time of writing this report we have further data to enter into our systems. We have the following progress numbers to report thus far.

438 cases in 2008

540 cases in 2009

608 cases in 2010

538 cases in 2011

567 cases in 2012

We expect the actual and confirmed statistics for 2012 to reflect growth in case numbers, not the apparent small decline reflected in progress figures presented above.

What these figures cannot convey is the increasing complexity of our cases, driven by ever increasing demands on student time both from study and in

personal lives. Top areas for casework in 2012 on statistics available to date are below. An important note about each of the areas reported is that these are only the primary issues that students present to us at intake. For example, a student pursuing an academic appeal might also seek and receive independent and impartial advice about a Centrelink problem. Or a student seeking help to write a letter asking them to show “good cause” to their Faculty may have a separate enrolment issue, or need advocacy because they have suffered disability discrimination. A student who has experienced poor research supervision might also need referral and assistance to access health services of various sorts.

In other words, whilst the raw statistics give some indication about the type of work we do with students, the complexity and holistic nature of our service is hard to capture with statistics alone.

Academic Appeals

An important cornerstone of a just academic grading system is that results should be subject to rigorous review under a genuine and robust appeals system. Part of any such system demands that students have access to independent advocacy. SUPRA’s Student Advocates ensure postgraduate students get the best support possible in navigating their way through the academic appeals system at the University. We give frank and honest advice on the strengths and weaknesses of cases, provide assistance with wording of appeals, and attend relevant meetings and hearings with students. We uphold the right of any student to lodge appeals against results in the most practical of ways; by publishing strong rights based information in SUPRA’s print and web based publications and by our direct assistance on cases.

Cases in 2012 have included appeals against exclusion of coursework students, appeals against termination of PhD candidatures, challenges to individual marks, appeals against decisions to reject Special Consideration applications, querying of inappropriate use of ‘absent fail’ grades, attempts to reduce excessive penalties for plagiarism, and much more. On many cases students have ‘wins’ in terms of getting additional marks, or they are allowed to continue their candidature, or have penalties reduced, or Special Consideration approved. Even on those cases where such outcomes are not achieved it is important for the integrity of the system that we are there, to help ensure students present the best case possible. As well as individual results, outcomes on cases lead to advocacy by your elected student representatives for policy reform, which will help more students in future.

Special Consideration

Advocacy from SUPRA reported in previous annual reports has led to some improvement in University practice on Special Consideration matters. We are still seeing cases where Faculties reject applications on grounds that they can judge the impact of an illness on capacity to do an assessment better than the relevant certifying doctor. Unfortunately, some decision makers continue to believe that they are not only an academic with specialist knowledge in their area but also that they have clinical medical skills and that they can second guess the assessment of a doctor who has completed a Professional Practitioner’s Certificate for a student. We also continue to see cases where students living with disabilities have been unfairly denied Special Consideration in situations where they had additional health issues over and above those which are registered with Disability Services. Special Consideration appeals continue to be a substantial part of our casework, partly because we still come across the occasional recalcitrant decision maker in the above areas.

A more common kind of case in 2012 has been where a student has had limited access to medical and psychological care and so is delayed in getting supporting documentation completed, and is then denied in their Special Consideration application on grounds of lateness. We have had considerable success in helping students to argue these cases, often on grounds that when unwell and struggling to get enough access to care, they are in precisely the worst position to have to be complying with rigid deadlines, and so a degree of flexibility must be afforded to make decisions fair. We continue to assist students to successfully challenge unjust decisions.

Tenancy and Accommodation

Similar to previous years, during the course of 2012 a considerable amount of our work consisted in helping students to know and exercise their rights in relation to claiming their bond back. We helped students to successfully apply to the NSW Consumer, Trader, and Tenancy Tribunal (CTTT) for return of their bond, and as a consequence helped get many thousands of dollars of improperly held bond refunded to individual students. Our experience in working with students on tenancy issues addresses a major issue identified by numerous reports as adversely affecting the lives of, particularly, international students. A number of the international students we have assisted over 2012-13 who have applied successfully to the CTTT for the return of their rental bond have reported to us that the process taught them about the Australian legal system as well as about how to secure the return of one’s rental bond. It is gratifying for to know of this element of our work. It empowers students with skills useful elsewhere

in their personal and professional lives.

SUPRA maintains close links to the Tenants Union of NSW through our participation in their monthly Tenants Legal Working Party meetings. The students who are assisted by SUPRA's staff directly benefit from the fact that we have access to the latest intelligence on interpretations of the tenancy law. In addition, over this reporting period we have been continually advised by the Tenants' Union of NSW of the new laws (in NSW) designed to give protections to boarders and lodgers (which is of significance for the students who are defined legally as a 'boarder' rather than a 'tenant'). We regularly promote tenancy rights and circulate sample written agreements to assist students to secure their rights.

Supervision

We have mentioned in previous reports the issue of complaints from students of bullying from supervisors, along with SUPRA's push for policy to better protect students. As part of our continued campaign for such policy SUPRA's professional staff have participated in a consultation that is a part of an overarching review of University complaints policies. This review will look at a wide range of existing University policies that can be described as 'complaints' based such as: academic appeals, workplace health and safety issues, issues between a research student and their supervisor and so on. Within the review SUPRA has already advocated for more robust processes of complaint and protection for students in relation to bullying cases, and we will continue to press that case. SUPRA also put forward a view that each policy area be maintained and not be entirely subsumed under a general policy described as 'a complaints policy'. From our experience working on cases we can see there is a need for much greater publicity regarding the purpose of each separate policy need so as to familiarize postgraduate students with avenues of appeal and redress.

Separately SUPRA is participating in a Working Party reviewing the Annual Progress Review processes (for research students), and as part of that we will be seeking improved complaint and review processes for cases of inadequate supervision. One of the most complained about issues in this part of our casework is neglect from one's research supervisor without there being an effective way to seek and get redress for problems, and SUPRA's Student Advocates are working closely with student representatives to try and improve Annual Progress Review processes.

Show Cause and Exclusion

In 2012 unsuccessful cases have been few and far between. That is, provided a student comes to get advocacy support early enough, and works with an advocate to prepare their case diligently, they have usually been allowed to continue in their candidature. At SUPRA we are proud of our work helping students who have been on the brink of being forced out of the University, to not only successfully show good cause as to why they should be allowed to stay or else appeal against an exclusion, but as part of the process link students with the support services that are going to give them a better chance of succeeding in future.

Academic Dishonesty and Plagiarism

Developments in technology and the greatly increased ability to detect alleged plagiarism through text matching software have increased this area of casework. Most parts of the University now use text matching software to some degree, meaning that even minor alleged breaches that previously would not attract attention are now the subject of investigation. The challenge for SUPRA has been to help students to demand fair use of this new technology. An area of contention is the fact that even the developers of text matching software acknowledge that it only identifies similarities in text. Such programs cannot make the academic decision that a similarity is plagiarism. Trivial cases and cases where closer inspection of alleged matches turn out not to be plagiarism or academic dishonesty at all still filter through the system, and our role helps to ensure students present a fair defense. In the cases where an allegation is not reasonably deniable, SUPRA staff work to ensure students get treated fairly, get access to education and support as a response, and have extraordinary circumstances taken into account. This is a core and important part of our role. SUPRA's Survival Guide advice has developed more in the last few years than any other area of our work, informed directly by our experience in casework. It offers really practical advice on how to avoid plagiarism and how to respond to an allegation if one does come.

Publications

The Student Advocacy team revised content for the 2013 edition of SUPRA's Survival Guide. The content transforms over time in direct response to postgraduate student experiences and student needs which are reported directly to Student Advocates. The Guide promotes a student rights perspective and encourages participation and consciousness of the active role students can play in their education, very much in keeping with a respect for student autonomy

and against notions of the student as a passive consumer of their degree/s. At the time of preparing this Annual Report the Student Advocacy team is also helping to prepare revised content for an updated version of SUPRA's Thesis Guide that will be released in Semester 2, 2013. Revised content for our brochure series outlining student rights is also being prepared, so expect to see updated material on our website in the very near future.

SUPRA had representation. All members of the team participate in briefing for Committees. It helps to ensure that SUPRA's student representatives have timely feedback about issues that students are facing, through offering case statistics and de-identified case examples. The Student Advocacy service does research to assist Council members prepare for these meetings, helping to ensure that their advocacy is based on the latest available data and research, and to represent the entire postgraduate student body as effectively as possible.

Outreach and Community Building

In 2012 and into 2013 SUPRA's Advocates had a strong presence in SUPRA's community development activities. We have attended scores of induction events and spoken directly with students. We have been involved in activities at most of the University's external campuses. We also run a weekly service during Semester at the library at Cumberland campus, whereby an advocate is available to provide one on one assistance to students. During 2012-13 SUPRA continued to promote and attend the Student Consultative Committee meetings at the Faculty of Health Sciences, Lidcombe. On request and as required we have gone to campuses away from SUPRA's offices to meet individually with students. At the time of writing we are working with student representatives to develop and deliver a seminar series on postgraduate issues that will commence in Semester 2, 2013. Finally, we help SUPRA to arrange monthly free migration advice for students through a reputable migration firm.

Student Advocates believe that forming and developing a community amongst postgraduate students is crucial to the ongoing effectiveness of SUPRA's work. To that end we have been excited about and have given practical support to the development of a postgraduate education network at SUPRA designed to develop postgraduate student led representation across the University. It has been a pleasure to have been participants in and to have been involved with activities from SUPRA's equity networks, as well as the social activities that SUPRA organizes on a regular basis, bringing students together for film or food or just to hang out over a coffee. Examples in 2012-13 include a Disability Forum with a presentation on legal rights, the monthly Thirsty Thursday and Film Night, and Coffee Meetings at the Parma Café.

SUPRA has been reaching out into the postgraduate and broader communities in 2012 and into 2013 in some really commendable ways, and advocates have been proud to have been a part of that.

Briefing Service

In 2012 the Student Advocacy team provided briefing services for Council on 15 different Committees where

Legal Service

Ingrid van Tongeren



History and Outline of the Service

The Redfern Legal Centre branch office at the Sydney University Postgraduate Representative Association ("SUPRA") has been in operation since late February 2008 with each of the years since being characterised by an increasing demand for the service. This service is funded by SUPRA, which in turn receives funding from the University for the service. It provides legal services to postgraduate students from any of the University's seven campuses including the affiliated campuses of the Sydney College of the Arts, The Conservatorium of Music, Orange Agricultural College and Camden Farms.

The SUPRA legal service employs one full time solicitor. Face to face appointments are available at various times during the week with Thursday afternoons being dedicated to a drop in service. Students at distant campuses and students unable to attend the SUPRA offices can also make telephone appointments or receive advice by email.

The solicitor primarily provides advice and casework services. Casework services are provided either through representation or through providing assistance and support to enable students to represent themselves in their matters. Deciding who to represent and who to assist is made after consideration has been given to the potential for the client to effectively and successfully manage the matter themselves with assistance from the solicitor, the other legal services available to the client, and their own resources. The aim is to allow the solicitor to spend greater time on clients who have a high degree of need and are unable to access other services for whatever reason whilst at the same time providing the most efficient and useful service to the entire postgraduate student community.

The solicitor also provides regular legal and strategic advice to the four Student Advice and Advocacy Officers ("SAAOs") employed by SUPRA who deal with a variety of issues concerning students such as academic or welfare matters. The solicitor also maintains a close link with and provides assistance to the other staff and office bearers of SUPRA in relation to any other legal matters that may arise, for example by providing advice in the areas of Intellectual Property or Defamation Law to office bearers or those involved in preparing SUPRA publications.

The solicitor also undertakes community legal education and policy work. Community legal education aims to increase the ability of clients to avert legal problems or to solve them themselves by providing legal information, for example in the form of fact sheets, information brochures or contributions to SUPRA

publications. Policy or law reform work is work that may not be related to any one particular client but aims to achieve some systemic change in the legal system or the University in order to benefit a group of postgraduate students or all postgraduate students.

ADVICE AND CASEWORK

Advice and casework has been provided on the full gamut of legal issues. Overwhelmingly, the involvement of the legal service has resulted in achieving favourable outcomes for the students involved.

Intellectual Property & Other University/ Administrative Matters

As the legal service remains independent of the University it can advise students on University matters and can represent students in conflicts with the University. The service provides a high percentage of advice in the area of Intellectual Property, either through the provision of independent advice to students on contracts prior to the assignment of rights to the University or in handling disputes with the University. This year the service has also advised students on a large number of other University related and external administrative/ government complaints and other matters.

Tenancy

Due to their poor economic situations, many students are often ill placed to afford rent increases and so often fall into arrears. In addition, lack of funds or the need to make the financial resources they have last as long as possible often means that they are residing in accommodation that is of a poor standard which leads to tenancy issues such as the need for repairs, compensation for breaches of the tenancy agreement and the like. The legal service has provided advice, and conducted negotiations on behalf of, a large number of students in relation to such matters. The service has also provided representation to students in difficult tenancy matters at the Consumer, Trader and Tenancy Tribunal (CTTT).

Credit/Debt Matters & Consumer Complaints

The legal service receives a large number of enquiries about consumer contracts and credit/debt matters. Many of these enquiries relate to aggressive sales techniques or onerous credit contracts. Further a

significant number of the complaints received in this area are in relation to consumer contracts with telecommunications service providers, particularly in relation to mobile phones or internet services. The legal service has been able to negotiate successful outcomes for students in a range of matters in these areas. In addition, a number of students seek advice from the solicitor regarding money owed to or by the student in relation to housing. Many students are living in situations where they are not covered by the Residential Tenancies Act and as such must commence or defend proceedings in relation to these matters in the Local Court. Being in the Local Court creates unnecessary legal complexity and cost issues for the students involved regardless of which side of the matter they are on. The legal service has provided advice to, and conducted negotiations on behalf of, a large number of students in relation to such matters. The service has also provided representation to students in these matters at the Local Court.

Advice on the Civil Legal System/Process in NSW/Australia

As there are a high percentage of international students in the postgraduate student population, the service regularly provides advice in relation to local government, state and Federal government legislation and the civil legal system/processes operating in NSW and throughout the Commonwealth.

Employment

Many students are working outside the University to supplement their other income (usually parental support, scholarships or part time University employment in their departments). They are often working in positions where their conditions and entitlements are questionable and often in positions where their employment status (ie whether they are in fact an employee or sub-contractor) or the requirements and legal obligations imposed on them by virtue of their status are unknown to the student until a dispute arises, the employment ends or they find themselves being investigated by government departments such as the Tax Office. The legal service has successfully negotiated on behalf of many students to recover wages and entitlements, assisted them to resolve concerns about working conditions, and assisted them in their dealings with government departments and in complying with their taxation or other legal obligations.

Motor Vehicle Accidents/Property Damage

A significant number of students attend the service to seek advice in relation to recovering damages and/or defending claims for damages following motor vehicle accidents. They are often inexperienced drivers or holders of international licences who are unfamiliar with the rules and regulations in New South Wales. The

financial impact of these matters can be significant for students who rely on their vehicles and earn a small income or have limited financial resources. The service has successfully assisted a number of clients to obtain compensation for the damage done to their vehicles. In addition, the service has successfully represented a number of students and obtained orders in their favour in situations where it was necessary to both defend the matters against them and cross claim against the other parties. It has also assisted a number of students to obtain judgements in their favour and, where necessary, to successfully enforce the judgements obtained against the other party. Where the students have admitted liability but disputed the amount claimed, the legal service has also successfully negotiated to reduce the amount to be paid to an acceptable amount and/or to allow the clients to pay the sum off by instalments.

Road Traffic and Motor Vehicle Regulatory Offences

Inexperience or lack of familiarity with the road rules, coupled with having older or less well maintained vehicles due to economic constraints often means that the clients of the legal service present with penalty notices received for these offences. For the same reasons they are often less able to meet the financial burden imposed in paying a penalty notice. A significant number of clients have chosen to court elect and plead guilty. In these situations, the legal service has either represented or assisted them, either in person or by way of drafting their written pleadings. In addition, the service has successfully represented a number of students in defended hearings.

Criminal Matters

The solicitor has provided advice and representation in Local Court to a number of students mostly in relation to matters concerning possession of drugs, driving offences (mostly alcohol related offences), assault, carrying prohibited weapons, larceny (by a servant), and fraud.

Legal Education/ Policy and Law Reform

The Service has provided information and education to a number of students in the areas of intellectual property, traffic offences & fines, privacy issues, consumer contracts (specifically telecommunications service provider contracts), motor vehicle accidents (property damage), tenancy, and employment. During 2012, the solicitor has also provided information and education to the SAAOs on changes and amendments to the law in areas of relevance. The solicitor has also been involved in an advisory capacity in the policy and submission work being undertaken by SUPRA.

Legal Advice and Casework Statistics

Total Number of Matter Types Advised On (Advices/Cases): 1,031

Percentage Distribution of Matter Types

University/Government/Administrative Matters	27%
Intellectual Property	15%
Tenancy	10%
Credit/Debt	10%
Consumer	7%
Civil Legal System/Process	6%
Employment	6%
Motor Vehicle Accidents/Property Damage	5%
Road Traffic & Motor Regulatory Offences	4%
Criminal	4%
Other Civil Matters	3%
Other Matter Types (including Family)	3%

Percentage Distribution of Country of Origin

Australia	27%
China	16%
Middle East	5%
Europe	3%
Other Asian Countries	3%
Indian Sub-Continent	2%
North America	2%
South America	1%
Other Pacific Countries	1%
Africa	1%
Not known	39%

SYDNEY UNIVERSITY POSTGRADUATE REPRESENTATIVE ASSOCIATION

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2012

SYDNEY UNIVERSITY POSTGRADUATE REPRESENTATIVE ASSOCIATION

31 DECEMBER 2012

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Balance Sheet	3
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Statement of Cash Flows	5
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Independent Auditor's Report	14-15
Detailed Statement of Comprehensive Income	16-19

C M PITT & CO

Chartered Accountants

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CHARLES M PITT B.BUS FCA

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Page 1

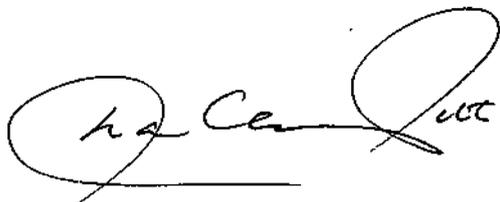
AUDITOR'S INDEPENDENCE DECLARATION

SYDNEY UNIVERSITY POSTGRADUATE REPRESENTATIVE ASSOCIATION (SUPRA)

As lead auditor for the audit of Sydney University Postgraduate Representative Association (SUPRA) for the year ended 31 December 2012, I declare that to the best of my knowledge and belief, there have been:

- (i) no contraventions of the auditor independence requirements as required by the Institute of Chartered Accountants in Australia; and
- (ii) no contraventions of any applicable code of professional conduct in relation to the audit.

This declaration is in respect of Sydney University Postgraduate Representative Association (SUPRA) during the period.



Charles M Pitt
C M Pitt & Co
Units 6 & 7, 2 Philip Street
STRATHFIELD NSW 2135

Dated: 19 February 2013



Chartered Accountants

Liability limited by a scheme approved under Professional Standards Legislation

SYDNEY UNIVERSITY POSTGRADUATE REPRESENTATIVE ASSOCIATION

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STATEMENT OF COMPREHENSIVE INCOME

FOR THE YEAR ENDED 31 DECEMBER 2012

	Note	2012 \$	2011 \$
Revenue from ordinary activities			
University Funding		989,118	777,998
Interest received		26,550	34,676
Other revenues		267	1,053
Donations		470	3,465
Total Revenue		<u>1,016,405</u>	<u>817,192</u>
Expenditure			
Employment Expenditure		(748,849)	(777,045)
Administration Expenditure		(185,203)	(134,393)
Activities & Functions		(25,585)	(9,155)
Publications		(5,490)	(7,753)
Total Expenditure		<u>(965,128)</u>	<u>(928,346)</u>
Surplus/(Deficit) from ordinary activities before tax		<u>51,277</u>	<u>(111,154)</u>
Surplus/(Deficit) from ordinary activities attributed to members of the Association		<u>51,277</u>	<u>(111,154)</u>

The accompanying notes form part of these accounts.

STATEMENT OF FINANCIAL POSITION

AS AT 31 DECEMBER 2012

	Note	2012 \$	2011 \$
ASSETS			
CURRENT ASSETS			
Cash & cash equivalents	2	563,431	556,859
Trade & other receivables	3	<u>7,765</u>	<u>2,394</u>
TOTAL CURRENT ASSETS		<u>571,196</u>	<u>559,253</u>
NON-CURRENT ASSETS			
Furniture, Plant and Equipment	4	<u>2,515</u>	<u>2,849</u>
TOTAL NON-CURRENT ASSETS		<u>2,515</u>	<u>2,849</u>
TOTAL ASSETS		<u>573,711</u>	<u>562,102</u>
LIABILITIES			
CURRENT LIABILITIES			
Trade & other payables	5	65,192	51,943
Short Term Provisions	6	<u>293,580</u>	<u>346,497</u>
TOTAL CURRENT LIABILITIES		<u>358,772</u>	<u>398,440</u>
TOTAL LIABILITIES		<u>358,772</u>	<u>398,440</u>
NET ASSETS		<u>214,939</u>	<u>163,662</u>
EQUITY			
Accumulated Funds	7	<u>214,939</u>	<u>163,662</u>
TOTAL EQUITY		<u>214,939</u>	<u>163,662</u>

The accompanying notes form part of these accounts.

SYDNEY UNIVERSITY POSTGRADUATE REPRESENTATIVE ASSOCIATION

Page 4

STATEMENT OF CHANGES IN EQUITY

FOR THE YEAR ENDED 31 DECEMBER 2012

	Note	2012 \$	2011 \$
RETAINED EARNINGS			
Balance at the beginning of the year		163,662	274,816
Surplus/(Deficit) attributed from operations		51,277	(111,154)
Balance at the end of the financial year		<u>214,939</u>	<u>163,662</u>

The accompanying notes form part of these accounts.

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 DECEMBER 2012

	Note	2012 \$	2011 \$
CASH FLOWS FROM OPERATING ACTIVITIES			
<i>Receipts</i>			
University Funding		989,118	777,998
Interest Received		23,354	35,700
Sundries		237	4,968
		<u>1,012,709</u>	<u>818,666</u>
<i>Payments</i>			
Payments to suppliers and employees		<u>(1,006,137)</u>	<u>(842,272)</u>
		<u>(1,006,137)</u>	<u>(842,272)</u>
Net Cash provided by / (used in) operating activities	9	<u>6,572</u>	<u>(23,606)</u>
CASH FLOWS FROM INVESTING ACTIVITIES			
Purchase of Property, Plant and Equipment		<u>-</u>	<u>(2,880)</u>
Net Cash provided by/(used in) investing activities		<u>-</u>	<u>-</u>
(Decrease)/ Increase in cash held		6,572	(26,486)
Cash and cash equivalents at the beginning of the year		<u>556,859</u>	<u>583,345</u>
Cash and cash equivalents at the end of the year	2	<u>563,431</u>	<u>556,859</u>

The accompanying notes form part of these accounts.

NOTES TO AND FORMING PART OF THE ACCOUNTS

FOR THE YEAR ENDED 31 DECEMBER 2012

NOTE 1 STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES

The financial statements are a general purpose financial report that have been prepared in accordance with Accounting Standards, Urgent Issues Group Interpretations and other authorities pronouncements of the Australian Accounting Standards Board. The financial report was authorised for issue by the Sydney University Postgraduate Representative Association (SUPRA) on 4 February 2013.

They satisfy the requirements of SUPRA its constitution and the reporting requirements of SUPRA.

SUPRA is unincorporated and domiciled in Australia. The following is a summary of the material accounting policies adopted by SUPRA in the preparation of the financial report.

The accounting policies have been consistently applied unless otherwise stated. The financial report has been prepared on an accrual basis and is based on historical costs and does not take into account changing money values, or except where specifically stated current valuations of non current assets. Cost is based on the fair values of the consideration given in exchange for assets.

(a) Economic Dependence

The financial report is prepared on the basis that SUPRA is a going concern. SUPRA has a Funding Agreement with the Sydney University which will ensure funding to 31 December 2012. Negotiations are continuing for ongoing funding beyond 2012.

(b) Furniture, Plant and Equipment

Furniture, Plant and Equipment are measured on the cost basis less depreciation and impairment losses.

The carrying amount of Furniture, plant and equipment is reviewed annually to ensure it is not in excess of the recoverable amount from these assets. The recoverable amount is assessed on the basis of the expected net cash flows that will be received from the assets employment and subsequent disposal.

(c) Depreciation

Depreciation is calculated on a straight line basis so as to write off the net cost of each item of property, plant and equipment over its expected useful life. Estimates of remaining useful life are made on a regular basis for all assets, with annual reassessments for major items.

NOTES TO AND FORMING PART OF THE ACCOUNTS

FOR THE YEAR ENDED 31 DECEMBER 2012

CONTINUED

The depreciation rates used for each class of depreciable assets are:
Furniture, Plant and equipment 10% to 20%

- (d) **Receivables**
Other receivables represent the amount due at balance date.
- (e) **Amounts Payable**
These amounts represent liabilities for goods and services provided to the consolidated entity prior to the end of the financial year, which are unpaid. The amounts are unsecured and are usually paid within thirty (30) days of negotiation.
- (f) **Maintenance and Repairs**
Maintenance, repair costs and minor renewals are charged as expenses as incurred.
- (g) **Employee Entitlements**
Provision is made in respect of the liability for annual leave, long service leave and redundancy at balance date. Contributions are made on behalf of employee by SUPRA to the National Entitlement Security Trust (NEST) and are charged as expenses when incurred.
- (h) **Leases**
Operating lease payments are charged to expense in the period in which they occur.
- (i) **Cash**
For purposes of the Statement of Cash Flows, cash includes deposits at call which are readily convertible to cash on hand and which are used in the cash management function on a day-to-day basis.
- (j) **Goods and Service Tax (GST)**
All revenue is stated net of the amount of Goods and Service Tax (GST).
- (k) **Comparatives**
Where necessary, comparative information has been reclassified to achieve consistency in disclosure with current financial year amounts and other disclosures.

NOTES TO AND FORMING PART OF THE ACCOUNTS

FOR THE YEAR ENDED 31 DECEMBER 2012

CONTINUED

(l) Critical Accounting Estimates and Judgments

SUPRA evaluates estimates and judgements incorporated into the financial report based on historical knowledge and best available current information. Estimates assume a reasonable expectation of future events and are based on current trends and economic data, obtained both externally and within the group.

(m) Impairment

SUPRA assess impairment at each reporting date by evaluating conditions specific to the asset group that may lead to impairment of assets. Where an impairment trigger exists, the recoverable amount of the asset is determined. Value-in-use calculations performed in assessing recoverable amounts incorporate a number of key estimates.

No impairment has been recognised for the year ended 31 December 2012.

SYDNEY UNIVERSITY POSTGRADUATE REPRESENTATIVE ASSOCIATION

NOTES TO AND FORMING PART OF THE ACCOUNTS

FOR THE YEAR ENDED 31 DECEMBER 2012

		2012	2011
		\$	\$
CONTINUED			
NOTE 2	Cash & Cash Equivalents		
	Cash at Bank and on Hand	90,903	102,807
	Deposit with NEST	206,143	198,243
	Deposits on Term	266,386	255,809
		<u>563,431</u>	<u>556,859</u>
NOTE 3	Trade & Other Receivables		
	Sundry Debtors	500	-
	Accrued Interest Receivable	4,077	881
	Prepayments	3,188	1,513
		<u>7,765</u>	<u>2,394</u>
NOTE 4	Furniture, Plant and Equipment		
	Furniture, Plant and Equipment at cost	121,422	121,422
	Less, Accumulated Depreciation	<u>(118,907)</u>	<u>(118,573)</u>
		<u>2,515</u>	<u>2,849</u>

Movements in carrying amounts

Movements in carrying amounts for each class of property, plant & equipment between the beginning and the end of the current financial year are:

	Computer Equipment	Furniture and Fittings	Office Equipment	Total
Balance at beginning of year	-	2,803	46	2,849
Additions	-	-	-	-
Disposals	-	-	-	-
Depreciation expense	-	(288)	(46)	(334)
	-	<u>2,515</u>	-	<u>2,515</u>

NOTES TO AND FORMING PART OF THE ACCOUNTS

FOR THE YEAR ENDED 31 DECEMBER 2012

	2012 \$	2011 \$
CONTINUED		
NOTE 5	Trade & Other Payables	
	<i>Current</i>	
	Sundry payables and accrued expenses	
	<u>65,192</u>	<u>51,943</u>
NOTE 6	Short Term Provisions	
	31,205	33,454
	15,135	11,964
	<u>247,240</u>	<u>301,079</u>
	<u>293,580</u>	<u>346,497</u>
	At 31 December 2012 the total amount payable was \$293,580.	
	Funds to \$206,142 are held on behalf of employees in the National Entitlement Security Trust (NEST).	
NOTE 7	Accumulated Funds	
	Accumulated Funds at the beginning of the financial year	
	163,662	274,816
	Surplus/(Deficit)	
	51,277	(111,154)
	Accumulated Funds at the end of the financial year	
	<u>214,939</u>	<u>163,662</u>
NOTE 8	Auditors Remuneration	
	Audit of financial statements	
	<u>7,500</u>	<u>7,500</u>
NOTE 9	Reconciliation of Net Cash Inflow from Operating Activities to Surplus/(Deficit)	
	Net Cash Inflow/(Outflow) from	
	Operating Activities	
	6,572	(23,606)
	Depreciation	
	(334)	(617)
	Change in Operating Assets and Liabilities	
	Increase/(Decrease) in Other Current Assets	
	5,371	(1,237)
	(Increase)/Decrease in Payables and Equipment Finance	
	(13,249)	(15,540)
	(Increase)/Decrease in Provisions	
	<u>52,917</u>	<u>(70,154)</u>
	Surplus/(Deficit) for the year	
	<u>51,277</u>	<u>(111,154)</u>

NOTES TO AND FORMING PART OF THE ACCOUNTS

FOR THE YEAR ENDED 31 DECEMBER 2012

CONTINUED

NOTE 10 Financial Instruments

(a) Terms, Conditions & Accounting Policies

Accounts Receivable

Other small sundry sums are net of any provisions for amounts estimated to be uncollectable. Interest is not charged on outstanding amounts.

Accounts Payable

Liabilities are recognised for amounts to be paid in the future for goods or services received, whether or not billed to the University. Accounts payable are normally settled within thirty (30) days from date of invoice and no interest is incurred on these accounts.

Term Deposits & Cash Management Accounts

Term deposits and cash management accounts are stated at the lower of cost and net realisable value. At balance date these accounts had various maturity dates and the effective weighted average interest rates for the year were 4% (2011 - 4.68%).

(b) Credit Risk Exposures

The Association's maximum exposures to credit risk at balance date in respect of each class of financial asset is the carrying amount of those assets as indicated in the statement of financial position, net of any provision for doubtful debts.

The Association does not have a significant exposure to any individual counterparty, other than the short term money on deposit with a major commercial bank.

(c) Net Fair Values

The net market values of the Association's short-term deposits, cash management accounts, accounts receivable, accounts payable and accrued charges approximate their carrying amounts. The aggregate net fair values of financial assets and financial liabilities at balance date are stated in the accounts.

NOTES TO AND FORMING PART OF THE ACCOUNTS

FOR THE YEAR ENDED 31 DECEMBER 2012

CONTINUED

NOTE 11 Events Subsequent to Balance Date

No transactions or events of a significant nature have occurred since balance date.

NOTE 12 Related Parties

Stipends are paid to office bearers and other counsellors in accordance with SUPRA's Stipend policy.

NOTE 13 Association Details

The office of University of Sydney Postgraduate Representative Association is situated at Level 1, Wentworth Building G01, University of Sydney NSW 2006.

Permanent employees at year end were seven (7) (2011 - 8 permanent employees)

The Association's Australian Business Number (ABN) is: 17 011 530 375.

**SYDNEY UNIVERSITY POSTGRADUATE REPRESENTATIVE
ASSOCIATION (SUPRA)**

STATEMENT BY THE SUPRA COUNCIL

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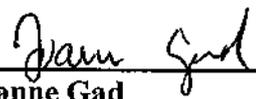
In accordance with a resolution of the Council of the Sydney University Postgraduate Representative Association (SUPRA).

In our opinion:

- (a) the Statement of Comprehensive Income is drawn up so as to give a true and fair view of the deficit of the Association of the year ended 31 December 2012;
- (b) the Statement of Financial Position is drawn up so as to give a true and fair view of the state of affairs of the Association as at 31 December 2012;
- (c) at the date of this Statement there are reasonable grounds to believe that the Association will be able to pay its debts as and when they fall due;
- (d) as detailed in note 1 to the financial statements, the financial viability of SUPRA is dependent on the allocation of funds from the Students Services and Amenities Fee (SSAF) by the University of Sydney.
- (e) the extent and scale of services that would be available beyond 31 December 2013 are dependent on funds allocated from the SSAF.

The Accounts have been made in accordance with applicable accounting Standards at Sydney on 19 February 2013.


Angelus Morningstar
PRESIDENT


Joanne Gad
TREASURER

C M PITT & CO

Chartered Accountants

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INDEPENDENT AUDIT REPORT TO THE MEMBERS OF SYDNEY UNIVERSITY POSTGRADUATE REPRESENTATIVE ASSOCIATION (SUPRA)

REPORT ON THE FINANCIAL REPORT

We have audited the financial report of Sydney University Postgraduate Representative Association (SUPRA), which comprises the balance sheet as at 31 December 2012 and the statement of comprehensive income, statement of changes in equity and statement of cash flows for the year then ended, notes comprising a summary of significant accounting policies and other explanatory notes and the statement by members of the committee.

Committee's Responsibility for the Financial Report

The Management Committee is responsible for the preparation and fair presentation of the financial report that gives a true and fair view in accordance with Australian Accounting Standards (including the Australian Accounting Interpretations). This responsibility includes establishing and maintaining internal controls relevant to the preparation and fair presentation of the financial report that is free from material misstatement, whether due to fraud or error; selecting and applying appropriate accounting policies; and making accounting estimates that are reasonable in the circumstances.

Auditor's Responsibility

Our responsibility is to express an opinion on the financial report based on our audit. We conducted our audit in accordance with Australian Auditing Standards. These Auditing Standards require that we comply with relevant ethical requirements relating to audit engagements and plan and perform the audit to obtain reasonable assurance whether the financial report is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial report. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the financial report, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial report in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the counsellors, as well as evaluating the overall presentation of the financial report.



Chartered Accountants

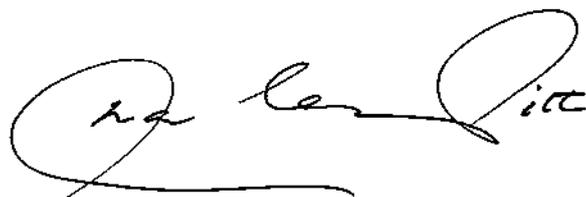
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We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Audit Opinion

In our opinion, the financial report of Sydney University Postgraduate Representative Association (SUPRA), is in accordance with Constitution and Regulations of SUPRA, including:

- i. Giving a true and fair view of the association's financial position as at 31 December 2012 and Of its performance for year ended on that date; and
- ii. Complying with Australian Accounting Standards.



Charles M Pitt
C M PITT & CO
CHARTERED ACCOUNTANTS

ICCA Membership No. 20180
Registered Company Auditor No. 2944
Unit 6 & 7, 2 Philip Street Strathfield

Date: 19 February 2013

SYDNEY UNIVERSITY POSTGRADUATE REPRESENTATIVE ASSOCIATION

**STATEMENT OF COMPREHENSIVE INCOME
FOR THE YEAR ENDED 31 DECEMBER 2012**

	Note	2012 \$	2011 \$
Income			
University Funding		989,118	777,998
Interest received		26,550	34,676
Donations		470	3,465
Office Sales		267	173
Miscellaneous		-	880
Total Income		<u>1,016,405</u>	<u>817,192</u>
Expenses			
Employment Expenses			
<i>Salaries and Wages</i>			
Administration Salaries		218,890	203,588
Administration Superannuation		21,489	19,563
Relief Student Advisors' Salaries		855	2,732
Relief Student Advisors' Superannuation		77	246
Student Advisors' Salaries		327,510	316,340
Student Advisors' Superannuation		<u>33,013</u>	<u>32,143</u>
<i>Total salaries and wages</i>		<u>601,834</u>	<u>574,612</u>
<i>Stipends</i>			
Disabilities Officer's Stipend		5,769	962
Disabilities Officer's Superannuation		519	87
International Student Officer's Stipend		12,592	2,205
International Student Officer's Superannuation		1,133	435
Education Officer's Stipend		1,397	-
Education Officer's Superannuation		126	-
Equity Convenor's Stipend		1,420	-
Equity Convenor's Superannuation		128	-
Miscellaneous Stipend		-	148
Miscellaneous Superannuation		-	13
President's Stipend		49,470	39,161
President's Superannuation		3,998	3,416
Publications Officer Stipend		14,689	8,152
Publications Officer Superannuation		<u>1,325</u>	<u>741</u>
		<u>92,566</u>	<u>55,320</u>

SYDNEY UNIVERSITY POSTGRADUATE REPRESENTATIVE ASSOCIATION

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STATEMENT OF COMPREHENSIVE INCOME

FOR THE YEAR ENDED 31 DECEMBER 2012

	Note	2012 \$	2011 \$
Amount Carried forward		92,566	55,320
Queer Officer's Stipend		5,787	4,336
Queer Officer's Superannuation		523	387
Secretary's Stipend		15,564	13,350
Secretary's Superannuation		1,399	1,201
Treasurer's Stipend		11,166	8,752
Treasurer's Superannuation		1,005	788
Vice President's Stipend		42,289	29,368
Vice President's Superannuation		3,803	2,636
Women Officer's Stipend		959	1,968
Women Officer's Superannuation		86	177
<i>Total Stipends</i>		<u>175,147</u>	<u>118,283</u>
<i>Other Employment Expenses</i>			
Employee Entitlements		(52,917)	70,154
Payroll Management Systems		3,828	3,294
Staff Development		9,289	2,543
Staff Recruitment		830	620
Staff Support & supervision		3,630	-
Staff Travel, Meals & Accommodation		682	2,031
Workers Compensation Insurance		5,821	5,098
Sundries		704	410
		<u>(28,132)</u>	<u>84,150</u>
Total Employment Expenditure		<u>748,849</u>	<u>777,045</u>

STATEMENT OF COMPREHENSIVE INCOME

FOR THE YEAR ENDED 31 DECEMBER 2012

	Note	2012 \$	2011 \$
<i>Administration Expenses</i>			
Audit	8	7,500	7,500
Bank Charges		452	458
CAPA Affiliation fee		21,753	21,029
Consumables - Risograph		292	1,206
Computer Expenses		467	272
Depreciation		334	617
Insurance		3,665	2,331
Lease Equipment (Photocopier)		13,685	11,878
Legal Expenses		25,116	750
Legal Expenses - Redfern Legal Centre		100,746	74,997
Merchandising		1,409	2,620
Office Amenities		859	853
Office Equipment (Non IT)		-	36
Payroll Tax		1,104	714
Postage & Courier		22	-
Printing & Stationery		5,315	7,491
Removal Costs		231	560
Repairs & Maintenance (Non IT)		-	402
Telephone		2,024	679
Sundry		228	-
		<u>185,203</u>	<u>134,393</u>
<i>Activities & Functions</i>			
Activities & Functions		2,858	2,803
Campaigns		4,760	1,762
Council Meeting Expenses		10,735	1,127
Councillor Conference Attendance (including airfares)		5,386	1,444
O Week		1,847	2,019
		<u>25,585</u>	<u>9,155</u>

SYDNEY UNIVERSITY POSTGRADUATE REPRESENTATIVE ASSOCIATION

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STATEMENT OF COMPREHENSIVE INCOME

FOR THE YEAR ENDED 31 DECEMBER 2012

	Note	2012 \$	2011 \$
<i>Publications</i>			
Honi		-	2,000
Information brochures / books		41	103
Sundry		904	-
Survival Manual		4,545	5,650
		<u>5,490</u>	<u>7,753</u>
Total Expenditure		<u><u>965,128</u></u>	<u><u>928,346</u></u>
Surplus/(Deficit) from ordinary activities		<u><u>51,277</u></u>	<u><u>(111,154)</u></u>

