SUPRA 2018 Annual Report

Sydney University Postgraduate Representative Association
Council reports

Co-Presidents........ 1
Vice President......... 7
Education Officer........ 8
Secretary........ 13
Treasurer........ 14
Aboriginal and Torres Strait Islander Officer........ 16
Women’s Officer......... 21
Queer Officer........ 25
International Officer........ 26
Disabilities Officer........ 29

Staff reports

Administration & Publications........ 33
Student Advice & Advocacy........ 36
RLC Legal Service........ 39

Finance report

Photo albums

Wine and Cheese........ 5
Education Portfolio album........ 11
Justice Through Treaty March........ 19
Step Forward Women’s Conference........ 23
International Welcome Party........ 27
SUPRA Council 2017-2018........ 31

Acknowledgement of Country

SUPRA acknowledges the Gadigal people of the Eora Nation as the traditional owners of this land.

We pay respect to Elders both past and present, and extend that respect to all First Nations people.

We acknowledge that the land upon which we live is stolen, and that sovereignty was never ceded.

This is, was and always will be Aboriginal land.
Introduction

The 2017-2018 Council term began with unprecedented engagement in SUPRA Council elections—there was a 233% increase in total votes over the previous year and a further 119% increase in 2018, this puts the total increase in engagement at 632% over the two years that we’ve been involved in SUPRA! This was one of the primary goals we had for SUPRA when we took Office in July 2017—to increase community engagement for the following reasons: a) to ensure that more students, from diverse backgrounds accessed SUPRA’s essential services, which are often the only thing between a student achieving academic success and dropping out, b) to ensure that our representation at the University is drawn from a solid base of students and their experiences, rather than based on the opinions of a few ‘political-elite’ as has been the case previously, c) and finally, to build a community where students capitalise the platform that SUPRA provides to meet and network with interesting postgraduates on campus in order to form friendships, relationships and partnerships that will make life fulfilling.

Therefore, within this context, we are extremely satisfied and proud of the increasing interest postgraduate students are taking in SUPRA, a matter we will elaborate through this report.

Bolstered by the increase in engagement, which we are certain will continue to rise in the following years, our work in 2017-2018 was focused, well-planned, proactive rather than reactive and an overall success. We are delighted to share our year with you. However, given the limitation of space, we have prioritised a few of our achievements and have given space to recommendations for successive Councils.

Advocacy & Representation

In 2017-2018, we have made a significant impact at the University’s high-level governing bodies in securing the interests of postgraduate students. The success in this arena was due to excellent Councillors who supported us and took leadership on different issues. SUPRA made significant gains in addressing systemic issues in the following areas: International Student Experience Taskforce, Sexual Assault Policy, Careers, Academic Advice and Transition, HDR issues, the Statistical Consulting Unit and Timetabling policy.

This, in addition to successful representation and advocacy related to cyclical, periodical and one-off issues.

The number of international students in the 2017-2018 Council was much higher than those in the previous Councils. Therefore, International student issues, of which there are numerous, finally got the push that they deserved, championed by Samay, the International Officer and in partnership with Kiriti.

At the International Student Experience Taskforce, where SUPRA was often the only student organisation represented, we pushed three major areas where there needs to be significant change: Orientation to the University, Careers Advice and Academic Advice. Samay has elaborated on the work we have done in this Taskforce in his report. However, these three issues appear at a different place as well.

In the aftermath of the Student Experience Survey Report of 2016, where the University fared poorly in a few critical areas, Kiriti gave a presentation at the Academic Board interpreting the results in a manner to emphasise the need for a more targeted approach to deal with the students’ dissatisfaction with academic and careers advice.

The transmission of information during O-Week usually gets lost in information overload and therefore many students complete their degrees without accessing essential services on campus. To counter this and secure services that are better suited to the 2018 environment, we emphasised the need to rethink the orientation programs at the University Executive, in order to make it easier for students to transition to the University and also for students to make the most of all the services available to them. The cumulative impact of our advocacy at the International Student Experience Taskforce, Academic Board and the University Executive was the formation of the CAT Project—Careers, Academic advice and Transition. Further, Kiriti advocated for SUPRA to have
membership on the CAT Steering Group and at each of its work-streams. At the Steering Group, Kiriti’s emphasis has been on integrating academic and careers advice so that students can get integrated advice on both matters at one place. By the end of 2018, we expect a complete overhaul in the manner the University organises these services, in a way to benefit the students. However, we recommend SUPRA to be involved in this process throughout.

Very early on in our term we met with students from the Faculty of Engineering and IT who were dealing with an issue that was keeping them from getting the most out of their academic experience. The Faculty had scheduled two core units, on the same day and the same time! Further, both of these units were to be completed in the first semester of the program. Being confronted with this problem, students first approached the Faculty directly to find a resolution, they were advised, as students were in previous years, to attend one lecture and watch the other one online. When the students approached SUPRA, we promised to take up their cause. We took the matter to the Chair of the Academic Board immediately, who himself was quite shocked by this unfortunate arrangement. Following our representation, the University established a Timetabling Curriculum Policy Working Group, whose task was to develop policies and principles for timetabling. No such policy existed previously and therefore timetabling was happening in an ad hoc manner. However, now, due to Mariam’s work on this taskforce, there will be a University wide Timetabling policy that ensures that such issues do not occur again and more importantly, one that prioritises students’ needs over staff and infrastructure constraints. Due to this advocacy, by late 2018 there will be a University timetabling policy that puts students first! We are grateful to Daniel Bian for bringing this issue to us and for sincerely fighting for a better student experience.

We have advocated for Higher Degree Research (HDR) students on many fronts. We have advocated for the need to address the lack of study spaces for HDRs in the Faculty of Arts and Social Sciences. We have written a letter to the and Deputy Vice-Chancellor (Education) to this effect. When the University proposed to shut down the Statistical Consulting Unit (SCU), we were quick to get in touch with the Director, Graduate Research and Deputy Vice-Chancellor (Education) to make a case in support of the SCU. The SCU is a free service for HDR students to access advice on their research statistics needs. The SCU employed one staff member who is well-loved by the student body for his advice and support. His loss would be detrimental to the HDR experience, which is already strained at this University. Our letter of support and further communication, championed by Rebecca Johnson, resulted in this staff member’s contract being extended, and an ongoing consultation between SUPRA and the University about the delivery of this service to HDR student.

In addition to these major issues, we have advocated for different, one-off things throughout our term. For instance, at the beginning of Semester 1 2018, the enrolment process was causing a lot of anxiety among students who were unable to enrol before the deadline because of issues with Sydney Student. We requested the University to extend the deadline to enrol and also to address the issues with Student Support Services. The University understood the problem and addressed it to the satisfaction of the distressed students.

**Community Engagement**

As mentioned at the beginning of this report, community engagement was a thrust area of our term. Aware of the benefits of greater community engagement, we analysed the problem of low engagement that gripped our Association for some time now. Following this, we worked on the problem areas and expanded engagement through the coordinated efforts of the Executive, Council and Staff. Firstly, we underwent a successful rebranding of SUPRA to bring it up to speed with the 2018, technologically driven environment. Secondly, we used this rebranding to supplement our efforts to streamline SUPRA’s online presence, particularly on social media. As part of these efforts, we launched SUPRA’s WeChat profile, however, we need more expertise to run it efficiently. Thirdly, we focused on our messaging and selected the right channels to push these messages in order to achieve maximum coverage.

**SUPRA Budget 2017**

The Council established the Rebranding Working Group, a project that was driven by Dean Lovett, our able Vice President. From our end, we supported Dean while we were conceptualising the rebranding project and thereafter, Dean took control of the project and ensured that we reached the finish line in a record time of six weeks! Although we accomplished this in a short period of time, Dean ensured that all voices of the Association were represented in this monumental change. Therefore, we had Executive, Council and Staff working together to ensure success under the able leadership of Dean Lovett.
While the rebranding was coming together, we took charge of harnessing the power of social media to ensure SUPRA’s visibility increases multi-fold. This includes a whole range of things from regular posts to good design elements to using videos to keep the users engaged. This translated directly into greater social media stats, i.e., more likes, more engagements of posts and so on, and into greater attendance at social events. For instance, the International Welcome Party saw a record attendance of over 250 students! Similarly, all Wine and Cheeses that were done in collaboration with the USU were a huge success and students enjoyed the use of different University venues for our monthly social event. So much so, that students requested a bonus Wine & Cheese for June!

SUPRA Budget 2018

SUPRA’s activities have incredible potential to influence students’ experience positively. In order for us to do this effectively, that is, influence the experience of most postgraduate students at the University, we must communicate to them through the channels that they access the most. To pursue this goal, we pushed our content through the University’s communication team - whenever possible we sent content for their weekly newsletter and for SUPRA events to be included in the University’s events. Secondly, in pursuance of the MoU between SUPRA and USU, we have promoted events together with USU which allowed us access to postgraduate students who may have not come in touch with SUPRA. Lastly, we have established relationships with different student accommodations on campus, who happily shared our services with their residents, a majority of whom are international postgraduate students.

In pursuance of greater community engagement, we have ensured that every Orientation program in Semester 2 2017 and Semester 1 2018 were attended. The relationships we build with University communications team were extremely handy in Semester 1 2018, where we had a record number of sign ups and most students had already heard about SUPRA before we approached them at O-Week. Based on this experience, we strongly recommend that SUPRA create a new staff position to handle the Communications of the Association.

Council Activities & Operations

This year, the diversity of events supported by the Council is noteworthy. Firstly, postgraduate student societies find it difficult to find space within the USU Clubs and Society structure, therefore SUPRA tends to support many different clubs and societies. Traditionally, we have supported different societies from the Medical School. But this term, in addition to the Medical School, we extended support to the Veterinary Science and to Faculty of Arts and Social Sciences student groups. All these groups used our funding to create social spaces that promised to build community, exchange ideas and practical skills that will benefit the community in one way or another. Additionally, supporting these events has high value for our representative function. For instance, it was through the funding of the FASS students’ activities that the HDR study space issue gained traction. Finally, the Council made the important decision to support Philament Journal, a peer-reviewed, student-run journal that enriches academic life immensely.

The Council also supported three major events that aim to target different issues related to the student body. The first is the Treaty Now Rally that Cathy Eatock, our Aboriginal and Torres Strait Islander Officer, organised. Council made a sizeable contribution to the Rally whose aim was to bring together thousands of people on the 40th anniversary of the 1988 Long March. This Rally keeps alive the need for a treaty with the First Nations of Australia. Secondly, the Women’s Officer organised Step Forward: Women at Work, a conference that brought together fantastic women leaders from different fields to share their experiences and provide mentorship to postgraduate women. Thirdly, Rebecca has worked tirelessly to bring the HDR cohort together in order to tackle their sense of isolation and to promote the intellectual climate of the University. The HDR networking event that the Council approved has received support from different academics on campus and is ready to go forward later this year.

Advice to the next leadership

Every year, with the changeover of Council, a wealth of information and knowledge leaves the Association with the Office Bearers. We need to ensure that there is continuity in our work and for this reason, we want the future leaders of SUPRA to know that we will always be available to you, to share our knowledge, experiences and guide you whenever you need it. In this context, it is important to establish and execute a SUPRA Alumni Network. However, for now, here are a few noteworthy points we wish to share with you:

1. **Put SUPRA first**: The Association must be your first priority. It has to be higher in priority than your Office, above the politics of the Council, above the demands of the Staff. Remember you are working for the benefit of close to thirty thousand postgraduate students and keep that in mind when you are making decisions. Don’t let anyone...
bully you into a position that inhibits the growth of the Association.

2. **Community Engagement**: Continue the work on community engagement. We have a long way to go in engaging the entire postgraduate student body.

3. **Legal documents**: It is imperative that all the legal documents that SUPRA signs is done after securing the best legal advice, in order to protect SUPRA’s interests. Signing a document without legal advice has in the past compromised the Association.

4. **Incorporation**: The next step in SUPRA’s growth story is its incorporation. The Association needs to be incorporated in order for Council to free itself of liability and carry on work without the looming threat of legal action, which has, in our term, been misused quite a bit.

5. **Relationships**: Practically, SUPRA’s role in the University is to push all other organisations within it to act in a manner to benefit the postgraduate population. To do this effectively, you have to focus on building effective and operational relationships with all those you interact with.

Finally, be fearless when you are doing the right thing for the student body. Stay above the politics and keep your eye focused on a better student experience for our constituents.

**Closing remarks**
The 2017-2018 term has been nothing short of a high intensity political drama. Right from our election until the time we have written this report, there has never been a dull moment. All that we have achieved this year is due to the joint efforts of Council, Staff and the Executive. SUPRA Office Bearers often bring creativity and vigour into our Association and we’d like to argue that we had a dream team comprised of the following actors who co-created the success for this year: Dean Lovett, Luoning Dong, Natasha Chaudhary, Cathy Eatock, Marguerite Biasatti, Natasha Chaudhary, Samay Sabharwal and Rebecca Johnson. It has been an absolute honour to serve alongside you all and achieve success for SUPRA in 2018. We thank you for your service to the student body and wish you all the best for your journeys, which will no doubt be interesting and meaningful.
Wine and Cheese
Over the past 12 months, there has been a significant change at SUPRA on two forward facing aspects. In this report I will detail these changes and how they have increased engagement. At the end of this report, I will detail my vision for SUPRA and suggestions for continued success.

1. SUPRA Wine and Cheese
This year the Presidents and I worked closely to establish a relationship with the University of Sydney Union to form a co-sponsorship of the Wine and Cheese event. In doing so, this has enabled SUPRA to use venues like the Courtyard Café, Hostco venues and Manning Bar. At these events, we have seen a marked increase in attendance and engagement, with tickets often selling out in less than a day. These events have allowed students to better engage with the SUPRA Council and the Executive. I personally attribute the recent record turnout at the SUPRA General Election to these events.

I am often reclusive when it comes to these events as I am generally a private person. However, it has been incredible to meet all of the students who have introduced themselves to me. I have created networks with these students, and they have created networks with them. I am thankful to the Presidents, Council, USU and importantly the students for ensuring the success of SUPRA Wine and Cheese.

2. The SUPRA Rebrand
This year I established and chaired a working group with the task to rebrand SUPRA. SUPRA’s previous logo was the embodiment of everything SUPRA needed to be back when it was founded. It was bold, it was reflective of the then student and had a slogan that reflected SUPRA’s role in safeguarding the student. However, as time went on, it was time to update SUPRA, to position it as a more forward-thinking body, a modern logo was needed.

Through various meetings, discussions, reworks and such, we came out with a logo that is modern, striking and most importantly, celebrates SUPRA’s inclusivity and diversity.

This has been a great experience. It has allowed me to explore the field of project management—waterfall and agile, human capital motivation and gather experience in design. I had a tremendous amount of help from the SUPRA publications team, Emma and Anthea, and I am thankful for their tireless effort, expertise and patience they both demonstrated.

I am of the belief that these two changes in SUPRA have facilitated an increase in student engagement, and we are continuing to see this improve.

My long-term vision for SUPRA is embedded with SUPRA’s continued success. I envisage a SUPRA that positions itself as an influential body at the University Executive level. A body that articulates the needs and wants of students to important stakeholders in the University. I see SUPRA as being an agile entity and one that responds to policy discussions with alternative policies, rather than disengaging from these discussions. I see SUPRA as being the envy of student associations, one that can boast both high levels of membership and high levels of student engagement and attendance. I see SUPRA as having a Council that works for one objective and that objective only – the representation of all postgraduate students.

In terms of achieving this, I believe the 2017/18 Council has done an outstanding job of pushing to achieve these goals. I believe if we continue on the track record we’ve set in the past 12 months and continue to show professionalism and leadership, we will position ourselves well.

So work hard, work together, inspire each other, celebrate each other, discuss differences, find middle ground and get to work.

In closing, SUPRA is changing and I am proud of that.

All my very best,
Your Vice President,
Dean Allen Lovett
For the Council term 2017–2018, Rachel Evans was the Education Officer. On account of the collaborative nature of much of the work in this portfolio, Rachel worked closely with Councillors Nicholas Avery and Eila Vinwynn, delegating tasks to them as appropriate.

Sydney University corporate management have threatened students’ learning and pedagogy in a number of nefarious ways. The Federal Liberal government has been less duplicitous about its complete lack of regard for education and has led full frontal attacks against education funding and conditions. Both Liberal and Labor governments have slashed $3.9 billion out of the system over the past six years.

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Staff and students will keep fighting Spence’s Strategic plan which attacks our education

**Australian capitalism is dependent on a corporatised tertiary education system.**

University education added $140 billion to the Australian economy in 2014. According to Universities Australia, 1.3 million Australian and international students were enrolled in Australian universities in 2016. Its Data Snapshot 2018 boasts University staff numbers of 120,000, but fails to mention that “more than half of teaching and research academics in Australian universities are employed on a casual basis”.

The Education portfolio has fought both Vice-Chancellor Michael Spence’s nepotistic management and the federal government’s assaults.

**Sydney University’s ‘Strategic Plan’ is an attack on our education**

Sydney University management is double-speaking in their ‘Strategic Plan’ vision. Don’t be hoodwinked about their ‘desire to do good in the world’ and alleged interest in maximising their ‘extraordinary strengths.’

Their ‘Strategic Plan 2016-20’ is another blow to our education. The proposed amalgamation of Faculties (potentially 144 undergraduate degrees will be reduced to just 24), massive staff cuts, and the closures of satellite campuses (Sydney College of the Arts and Cumberland Campus) will see our studies streamlined into broad non-specialist degrees. The closures of these Faculties involves sacking and casualising staff.

Management is sacking high numbers of staff—evidenced by spending $22 million on redundancies in the last four years. In 2016, the jobs of 55 staff from SCA were on the line, and 60 more casual administration were sacked; in 2017, 110 science administration staff were threatened with termination, and the trend continues. For reasons only apparent to upper management, the University loves sacking casual staff in the administration office.

Many of Sydney Universities 26,174 postgraduate student are employed casually by management.

For many with jobs at the University, working conditions are precarious. Of its 7000 employees, one third of all staff are casual, which means they have very little job security and are unable to take sick leave, among a raft of inequalities.

**Vice-Chancellor Michael Spence has his snout in the University trough.**

He received a $200,000 pay rise in 2016 making him the most highly paid Vice-Chancellor in Australia, on an extraordinary $1,385,000 a year. Upper echelons of management join Spence on exorbitant wages, while a casual staff at Sydney University can take home as low as $30,000 a year.

With so much unpaid overtime performed by casual staff, universities are factoring in exploiting this layer of workers within their burgeoning budgets. Sydney University management’s hypocrisy is palpable—crying poor to justify closing Faculties and sacking staff, but lining their pockets and spending $2.3 billion on three buildings in 2017 to attract more full-fee paying international students.

**Sydney University benefits from the exploitation of international students**

Exploiting international students is critical to Australia’s export earnings. Sometimes students are worth more to unscrupulous Australian governments than coal and iron ore. The international education export
sector is worth $18.2 billion a year. Almost 600,000 international students a year are studying here. Most are at universities, but significant numbers are enrolled in Vocational Education institutions (TAFE) and English learning courses. The government is projecting to increase this by 45% to about 725,000 international students a year by 2025.

They pay astronomical fees — up to $20,000 a semester to universities and education agencies in their home country and Australia to navigate red tape. They have to buy expensive health insurance, costing about $1500 a year, and many stay in overpriced university accommodation.

In New South Wales, only international students on approved Australian Government scholarships or exchange places are eligible for concessions on public transport, while full-fee paying international students are not. This amounts to racial discrimination from the New South Wales Government, enshrined in NSW law. There are 300,000 international students in NSW, contributing $6.9 billion to the NSW economy in 2016.

International students also face incredibly precarious living and working conditions; not only do they face exorbitant university fees (up to three times their domestic counterparts), they face exploitation by opportunistic employers, they face difficulty finding affordable housing and health care, and they face difficulties dealing with immigration authorities.

Historically the University of Sydney has supported the international student right to affordable transport, but the situation in NSW has not changed. Postgraduate students, international and domestic alike, demand that the University stands behind its international students. We demand the NSW Government grant across the board travel concessions to international students.

Free education: We can do it!
With climate change upon us and the political and social crisis for the poor deepening, we sorely need a technically, politically able, highly educated population.

Capitalism forces the cost of replicating its workforce on workers, in both reproduction of the new labour force (forcing women to raise children for free) and in skilling them for being exploited in the workforce (indebting workers in education institutions).

Yet, properly funded, free higher education is achievable. After massive student protests, Germany recently won free university education. Cuba and Venezuela have free education from the cradle to the grave. Chilean students have won massive expansion of higher education to poorer families.

In the UK, Jeremy Corbyn has proposed to wipe all students debt. What a top idea!

What we’ve done all year
When we started our term in July of 2017 there was a lot happening. Negotiations between the National Tertiary Education Union and University management looked set to erupt in industrial action, the Australian Human Rights Commission was due to publish the results of its national survey into the prevalence of sexual assault in university communities, queer communities were forced to confront a national debate on the legitimacy of gay marriage, and the first shovels were put into the soil to build the largest coal mine in the Southern hemisphere in the Galilee Basin, Central Queensland.

Our first move was to take stock of the situation. We produced a log of claims — recently updated as Educate to Liberate, Not to Profit: A Manifesto for Student Rights — outlining the major campaigns happening at Sydney University and a list of demands for radical reform. Nic worked closely with then Wom*n’s Officer (now President) of the SRC, Imogen Grant, and director of End Rape on Campus Australia, Anna Hush, to produce a pamphlet outlining the ways in which the University has failed survivors of sexual assault (for instance in the lack of specialist trauma counselling and overly punitive academic policies) and resources for support. And Eila produced a pamphlet drawing lessons from the campaign to Save the Sydney College of the Arts from its hollowing out and merger with main campus.

Flyer produced to raise student awareness about the NTEU strikes on October 4 and 5, 2018. Negotiations between the NTEU and management concluded before these dates, so the October strikes never eventuated.

With the NTEU poised for campus-wide strikes in Semester 2, we set to work supporting their campaign for improved pay and working conditions. We saw this as a major issue for SUPRA. First, because there is a significant shared constituency between the two unions, with many postgrads employed by the University as academic and general staff. Second, because the conditions of staff have a direct impact upon the quality of our education: when the staff are paid well, students benefit. And third, because our shared experience dealing with the funding cuts to tertiary education and the corporate style of governance at Sydney Uni called for a strong bond of solidarity.
Throughout the semester we made flyers and posters (in English and Mandarin), spoke to hundreds of students about the campaign and the importance of strike action in collective bargaining, rode around campus collecting ballots for the branch vote to take strike action, wrote articles in the student papers and organised a $4000 donation to the NTEU strike fund so that casual employees who went on strike could make ends meet. The two strike days of this semester were successful in pushing the University to improve their offer to the NTEU. The relationships built with the NTEU and the USyd Casuals’ Network continue from strength to strength.

A number of other things were going on during this time. We worked with our Queer Officer, Oliver Moore, on the marriage equality campaign. We joined forces with the Australian Student Environment Network to organise multiple trips to the Adani blockade in Central Queensland, where we engaged in non-violent direct action against coal mining in the Galilee Basin, right next to the Great Barrier Reef. We assisted the anti-WestConnex campaign which threatens Sydney’s Inner West, where many of us live. We assisted building awareness on campus of the feminist Rojava revolution on the Syrian border. And we organised student opposition to the humanitarian crisis which unfolded on Manus Island as the Australian government abandoned hundreds of refugees.

Most recently we have been working hard building the campaign for international student concession cards on public transport. We’ve been working with students from the University of Western Sydney on this and solicited thousands of signatures for a petition to force the NSW state government to debate the issue in parliament. This work continues.

**SUPRA demands Sydney University:**

- Restructures the University.
- Reduce management’s pay.
- Institute a maximum wage differentials for all staff to become 1:4.
- Democratises the University by electing all Deans and management staff to their positions, in open student and staff meetings and institute a right of recall for all positions.

**Education portfolio thanks SUPRA staff**

The SUPRA team comprises dedicated administrative staff, a solicitor, caseworkers and elected student Councillors. The casework staff and the solicitor oversee a large number of cases each year - up to 900 postgraduate students in housing tenancy issues, appeals over supervisor assessment decisions and any issue regarding their higher degree by research course. There has been a twenty percent increase in cases the caseworkers have had to advocate on in the last five months, as housing affordability and conditions on campus become more cutthroat. SUPRA’s staff deal with an increasing cohort of international students, who know less about University protocols and housing rental practices. The Education portfolio thanks staff for their tireless work.
Students in the Education Action Group proudly standing with “Scabby” the rat, a three metre tall inflatable rat who stood at the entrance to main campus on Eastern Avenue as a lesson to those who broke the picket line. 13 September 2017.

Mardi Gras 2018, after the marriage equality bill is passed!

International students are discriminated against by the NSW government. They have to pay full fare for transport. No other state government implements this policy. International and domestic students are taking action to wipe out this inequality. We took action at Sydney University highlighting this injustice. Help the campaign: https://www.facebook.com/Internationalstudentsneedtravelconcessionsnsw/
Students and staff at a “sick in” organised by The USyd Casuals’ Network, 7 September 2017, to raise awareness about the discrimination against casuals at the University of Sydney. Casuals perform an increasing proportion of the work at the University, are expected to perform unpaid labour, and do not receive sick leave or superannuation.

SUPRA Councillor Nicholas Avery (left) with University of Melbourne student Tess Newport (right) locked on to a coal conveyor at the Adani-owned Abbot Point coal terminal, Central Queensland. January 11, 2018.

Poster produced by the Education portfolio to show solidarity with the academics and general staff during their Enterprise Agreement negotiations.
The role of Secretary is a unique one in an organisation like SUPRA. Much of the role comprises the organisation of and preparation for Council meetings. This includes booking the room, writing the agenda, compiling the reports, and of course taking the minutes. This is essential to ensure that there is an accurate record of what took place at each meeting, and so that the Council can function effectively. The role also comprises dealing with email correspondence from constituents, and managing requests for support. These can be anything from booking a room or doing some printing through to a funding request which needs to be taken to Council. Additionally, I have taken minutes at internal Council meetings, such as ManCom and Policy Com, and the Workplace Consultative Committee, which brings together Councillors and staff to discuss issues in the workplace.

I have executed this role to the best of my ability and believe I have done so well. The role is fairly straightforward but requires very good record keeping. To that end, I have followed in the footsteps of the previous Secretaries, and continued their practice of digital Council packs, and of storing those documents on a Google drive as well as on the server. This ensures that the records are protected in two places. Additionally, hard copies of in camera minutes (of which there were a number this year) are stored in a secure filing cabinet in the SUPRA offices.

My advice for future Secretaries would be to invest in taking a professional minute-taking course, as the process of taking and editing minutes can be incredibly daunting and difficult to manage. Additionally, of course, we want the highest quality minutes possible. I would advise continuing digital storage, as it makes things very convenient to locate. Further, I would recommend frequent consultation with the Executive, as this communication is crucial to the smooth running of the Council and its records.

All in all it’s been a great year and I’ve learned a lot, so thank you for having me as your Secretary.
In the 2017-2018 term, the student representatives on SUPRA Council came from more diverse backgrounds than previous years. This means the student engagement rate has increased dramatically by nearly 400% from previous years, especially among international students. As one of the Councillors, I am so proud to be involved in making this change.

This year I have helped at a lot of events organised by SUPRA, for example: O Week, Presidents’ Welcome Wine & Cheese, Step Forward Women’s Conference and more. But as the Treasurer, my duties mainly encompassed the following: managing the budget and expenditure with the help of the Finance Manager, presenting monthly expenditure reports to Council, assisting the Presidents with SSAF negotiations to secure funding for SUPRA, and chairing the Finance Committee.

2018 Budget
Since March 2018, the Finance Manager and I have been amending the figures in the interim budget in order to predict 2018 expenditure as accurately as we possibly can at this stage. I have talked to Equity Officers about expenditure they have made last year and whether they plan to have more events or activities, which will need more budget. Also, the Presidents, Finance Manager and I reduced the budget amount on some accounts that SUPRA has a budget for every year but never uses. Through efforts from all of Council, the Finance Manager can accurately calculate the budget for staff wages and Council stipends.

2018 Expenditure
In 2017, SUPRA received $1,605,438 SSAF funding, increased by 16.76% comparing with 2016 ($1,375,000). Since the student engagement rate increased a lot, in 2017, SUPRA spent $61,742 on Activities & Functions, increased by 59.66% comparing with 2016 ($38,670). This means in 2017, SUPRA spent more money on the right things.

Nevertheless, the approval of expenditure at Management Committee meetings and Council meetings are not only reasonably aiming to reduce inappropriate use of funds but make sure that money will be spent on postgraduate students. But still, some of the expenditure are not necessary. For example, Councillors overuse of SUPRA printers for non-SUPRA business, which has resulted in approximately $3,500 additional expense from January to March 2018. This was a large amount of money, but it is good that this issue has been addressed and the Council has been working on regulations for this overuse problem and also other possible problems.

Overall the Budget and Expenditure of SUPRA has been great. It will still be great in the remaining one and a half month till next Council providing there are no unforeseen dramas. And hopefully the next Council will continue making SUPRA’s financial position even greater.
2018 SSAF Funding
Based on the enrolment of 2017, postgraduate students decreased by 27.80% from 20,169 in 2017 to 27,936 in 2016, which technically makes 2018 base funding reduced. As part of the funding from University, students organisations (SUPRA, SRC, USU, SUSF, Cumberland Campus) undertake negotiations to agree on a share allocation of the contestable SSAF pool apart from base amount. SUPRA are hoping to secure in total $1,770,000 ($1,481,016 in base funding and $288,984 from the contestable pool). So, even though the base amount has not met our expectation, the total funding should increase in 2018 compared to the 2017 of $1,605,438. As at 8th of May, no final funding amount has been determined by the University. Therefore, the amount shown on the above graph is our preferred amount and not final.

Personal Note

First, thanks for myself for being brave enough to run in the general election in 2017 and also for nominating myself for Treasurer.

Second, thanks to all Councillors, Executives and Staff for the dedication to SUPRA in this term and for being kind to me throughout. Especially Kiriti and Mariam, thanks for being my Presidents. I have learnt a lot from you two.

Last but not least, thanks to our Finance Manager, John Fell, for being so supportive and providing information and guidance to SUPRA all times.

Hopefully the next Council will continue improving and contributing to SUPRA as always.
Overview

I am a Gayiri and Budjigal woman whose traditional lands are in central Queensland, though I was raised in western Sydney. In March 2017 I was elected as the Indigenous Equity Officer for the July 2017-June 2018 Council term, however following the resignation of the previous Indigenous officer, I commenced early in May 2017. Supporting Koori, Torres Strait Islander and First Nation post graduates has been a welcome extension to my own studies as a PhD Research Candidate within the Department of Sociology and Social Policy, School of Social and Political Science, Faculty of Arts at the University of Sydney.

Throughout the year I have undertaken a series of consultations with the Indigenous post graduate cohort group and also individually with students who have raised concerns. These discussions have highlighted that for Aboriginal and Torres Strait Islander and First Nation students there is substantial consistency identified among Indigenous students across all Faculties, which included the critical need for Indigenous specific spaces, where Indigenous students had a safe area where they could mix with other Indigenous students and provided a structure and space where students could, importantly, support each other. While at this stage this space is shared with Aboriginal and Torres Strait Islander undergraduates, the need for a dedicated post graduate space has been formally raised with the Vice Chancellor of Indigenous Services, along with the need for designated Indigenous study areas to enable Indigenous students to overcome their invisibility at university and to provide the insight and support that only other Indigenous students can provide. As Indigenous Equity Officer, in addition to group cohort meetings I also addressed a number of issues impacting on individual students and advocated within SUPRA for these issues to be appropriately dealt with. Additionally, as part of the role of Indigenous Equity Officer, I attended the EU Indigenous Strategy and Services Committee meetings, where I raised issues of concern for Indigenous post graduate students and also, significantly, recommended a review of Aboriginal Employment at the University of Sydney, including through the Wingara Mura Leadership Program, to assess how Indigenous employment may be further increased. Through the consultations, several key priorities were identified, including the need to support the academic development of Indigenous post graduate students through the running of targeted Indigenous Methodology Workshops.

Indigenous Methodology Workshops

Two Indigenous Methodology Workshop were held during the second half of 2017, which both enjoyed strong attendance from Faculties as diverse as Architecture, Health, Law, Education, Sydney College of the Arts and Sociology. We were extremely fortunate to have Professor Lester Irabinna Rigney, a descendant of the Narungga, Kaurna and Ngarindjeri peoples, who is one of the leading advocates in the field of Indigenous methodological and theoretical informed approaches, presented the first Workshop in August. Professor Rigney is Professor of Aboriginal Education at the Centre for Research in Education at the University of South Australia, and also presented the inaugural David Unaipon lecture at Kings College, London, UK. Professor Rigney provided detailed and incisive feedback to three research projects, with generosity, humility, warmth and encouragement. Professor Rigney not only explored the complexity of Indigenous methodologies, he provided guidance on how to develop a research question that acknowledges our Aboriginal presence, seeks to down play colonial legitimacy and highlighted the necessity to incorporate decolonization as a critical part of theoretical indigenisation. A student that attended, summed up the Workshop with Professor Rigney as, ‘one of the highlights of my journey so far and a great workshop’.

Dr Grieves is Warraimaay from the mid north coast of NSW, an ARC Indigenous Research Fellow within Sociology, SSPS, Faculty of Arts, University of Sydney, generously agreed to run our second Workshop.
in September 2017. Dr Greives has developed and co-ordinated three Indigenous knowledges symposia (2009, 2011, 2015), as well as developed an International Indigenous Research Network (IIRN). The Workshop considered: What is an Indigenous researcher and Indigenous knowledge? Dr Greives outlined various theories of knowledge production and how they fit with the ontologies and epistemologies of Indigenous peoples. Dr Greives also demonstrated how theory informs practice and scoped a number of appropriate research methodologies for working as an Indigenous researcher with Aboriginal peoples in Australia or other Indigenous peoples. The Workshop provided insights into developments of a movement for Indigenous knowledge production internationally; including the Global South, the post WW2 movement to decolonize and the scholarship out of Canada, North America and Latin America over the past two decades.

**Graduation Celebration**
We finished the year on a high note with celebrations for Katrina Thorpe in late December, who completed her PhD in Education. The support that Aboriginal, Torres Strait Islander and visiting First Nation scholar students provide to each other was exemplified through the strong attendance at this Graduation celebration but also through the support Katrina herself has provided to other students still embarking on, what can be at times, an onerous yet highly rewarding journey.

**Treaty Talks Workshop & Justice Through Treaty March**
Amid the broader community discussions and public consultations on Constitutional Recognition, it became clear that Indigenous students at the University of Sydney are not immune from those significant issues that impact on our communities. It was decided, in response to Prime Minister Malcolm Turnbull’s rejection of the call for a Referendum on the issue, and with universal calls for a Makarrata Commission to develop a Treaty and truth telling process, that we hold a Workshop to enable Aboriginal and Torres Strait Islander community members to discuss this central issue facing Aboriginal people. The Workshop considered the potential for a Treaty to provide a means to instigate real and structural change for Aboriginal people, that would recognise our sovereignty, establish self-determination and provide a framework for the implementation of the Declaration on the Rights of Indigenous Peoples. Amid universal calls for a Treaty from the 12 Referendum consultation meetings with Aboriginal communities, with substantial implications for Indigenous academic study across a number of Faculty areas, it was decided that Sydney University was best placed to host a Workshop to consider the complexity of these issues and their potential impact.

As a result, a national Treaty Talks Workshop was held for Aboriginal community members from the 23-25 January 2018 and was followed by a Justice Through Treaty March on the 26 January 2018. The National Congress of Australia’s First Peoples, the national Indigenous representative body, agreed to partner in hosting the Treaty Talks Workshop and Justice Through Treaty March. The event was further supported by a national Elders Committee which guided the planning and development of the Workshop and March. Fundraising was undertaken to support Aboriginal and Torres Strait Islander presenters and community participants to attend the Workshop and present at the March. The fund raised secured $62,024 in funding, including $25,000 from SUPRA and $20,000 from the Office of Deputy Vice Chancellor Indigenous Strategy & Services, University of Sydney. These funds supported 96 Aboriginal and Torres Strait Islander people to attend the Workshop, held from 23-25 January 2018, at the Business School, University of Sydney. Lunch and morning tea was provided for all attendees. 21 people were assisted with flights, 18 assisted with petrol and 51 were provided with funded accommodation.

**Presenters**
There were 27 presenters during the 3 day Treaty Talks Workshop and 16 presenters at the Justice Through Treaty March. The Justice Through Treaty March, secured more than 2000 supporters who attended. Prominent speakers that addressed the march included: Linda Burney, Federal Parliamentary Member for Barton NSW, Gillian Triggs, President of the Human Rights Commission 2012-2017, Yingiya Gulya, NT MP for Nhulunbuy, NT, Sally McManus, Secretary ACTU, Josie Crawshaw, Co-Chair Working Group Statement from the Heart, NT, Jamie Parker, NSW Greens MP for Balmain, Adrian Burragubba, Wangan custodian & anti-Adani mine campaigner, Qld, Jeff McMullen, Journalist & 60 Minutes Host Dickie Bedford, CEO Murra Worra, representing 17 remote communities in WA, Eva Cox, noted feminist & academic, Brian Butler, Aboriginal Elder, 2007 SA NAIDOC of the Year Recipient, SA, George Newhouse, National Justice Project, Paul Coe, Aboriginal Elder & Aboriginal rights advocate, NSW, Ray Minniecon, Pastor & Aboriginal Elder NSW, Helen Nyomba Gandangu Yolgnu Nations Assembly, Jackie Huggins and Rod Little, Co-Chairs, National Congress of Australia’s First Peoples.
Outcomes

The Workshop received coverage on Radio Nationals AM before it commenced, through an interview with Jackie Huggins, Co-Chair of the National Congress, and during the Workshop through an interview with Josie Crawshaw, Terry Mason and Katrina Power. Further interviews were undertaken during the Workshop with the Australia newspaper and NITV.

The Justice Through Treaty March received broad and positive television news coverage on ABC, SBS, Channel 7, Channel 9, Channel 10 and NITV. The prominence of our speakers ensured good coverage with the Australia newspaper also doing an article on Gillian Triggs’ support for a Treaty with a feature article published in the Australian Newspaper. In addition, a feature article by Jeff McMullen was also published in the Independent Australia. Attached are links to these articles.


https://independentaustralia.net/australia/display/treaty-making-is-the-way-ahead,11142

Professional Filming

Filming of the Treaty Talks Workshop and Justice Through Treaty March was organised as an ongoing community educational resource by professional film makers. To date, a 20 min compilation film has been edited and all presenters at the March are also available, as individual presentations. The following link is of the 20 min compilation film.

https://www.youtube.com/watch?v=as_GJbqIibU
Justice Through Treaty March
26 January 2018
The postgraduate women’s community at the University of Sydney is a very diverse mix coming from different nationalities, ethnicities, work areas, age groups and subject interests. As the Women’s Officer, I began my role understanding the needs and interests of the community better and developing my goals and strategy that were in line with the postgraduate women students.

**Goal**
Create a vibrant and engaged community of postgraduate women who can meet, grow and learn from each other. Listen to diverse voices and represent them in front of the University through concrete solutions, asking pertinent questions and sharing student experiences.

In order to achieve this goal, I had one formula strategy: Don’t do alone what you can do together!

**Approach**
It meant all my initiatives or approach would be done in collaboration with different groups and members, I would always be mindful of the diversity of that group and I will always bring out ideas from the community that I can take leadership in executing.

With this approach in mind and my the larger vision I had for the postgraduate women’s collective, I focused on the following key areas and outputs for the year:
- Hold social and networking events
- Collaborate with other Equity Officers during my events
- Build a team for each event
- Focus on mental health and support
- Create spaces for mentorship and learning from women leaders
- Strengthen relationship with the University
- Take part in trainings and policy consultation work with the University

These focus areas became the guiding principles of my work with student engagement and representation work. I am sharing below the variety of initiatives I took up across the year under both these categories:

**Student Engagement**
- Conducted a total of 7 events across the year, which included weekly meditation sessions, a one day Conference and other networking events
- Hosted the Welcome Party in collaboration with the International Collective in August, 2017 which had approx. 250 students in attendance
- Hosted other social events such as the Coogee to Bondi Bushwalk and Movie night where we screened ‘Persepolis’ – story of an Iranian girl during the revolution
- Paid special focus to mental health and other support during exams. Conducted weekly meditation sessions and ensured there was free food at the Quarter kitchen area for students studying late night during the exams. This will be continued as the Semester 1 exams approach.
- 3 events were organized keeping in mind the need of the women to get mentorship and learn from other women leaders:
  1. Hosted a one day Conference called STEP FORWARD: Women At Work, which brought together 11 speakers, women from top leadership position across various industries to talk about their journeys, challenges and victories in male dominated fields.
  2. Co-hosted an event called ‘Women on the Move’ in collaboration with Guide Next Door, where women students had the opportunity to meet Ali Clunies-Ross, Venture Capital Analyst at Artesian Capital. All those who attended the event were offered internships.
3. Sent 11 postgraduate women (diverse representation from coursework and HDR, women of color and women of faith) to the NOWSA 2017 Conference held at Australian National University, Canberra.

**Student Representation**

- Active member of the Safer Communities Working Group, which is chaired by Jordi Austin, Director of Student Support Services. Discuss and put forward suggestions on initiatives that are being taken up by the University to ensure they reach students in a manner that maximizes engagement and response.

- Advocated for the implementation of ‘Consent Matters’ and played a key role in providing feedback during its testing phase. Recommended making it compulsory for all students and ensuring it remains culture sensitive as well as provides gateway to making complaints or reports for sexual assault and harassment cases.

- Advocated for having a specific policy for penalties on sexual misconduct. Brought this up with the Vice Chancellor at the AHRC Report debrief event co-hosted by SRC, SUPRA and USU. This was taken up in the Student Consultative Committee and then delegated to the Safer Communities Working Group. Currently a policy is being put in place to address this, which is a huge success for the student body.

- Provided consultation on the Sexual Assault Policy and Procedures around the scope of the policy and procedures that are kept in mind the ‘survivors’ and safe guarding their interests.

- Attended RDVSA training on Responding with Compassion and Addressing Vicarious Trauma. Also attended the MATE Bystander Training by the Griffith University. Provided feedback on elements that could be inclusive of University of Sydney students and culture and also raised important questions regarding the implementation of these programs.

- Currently making recommendations regarding child care facilities and counseling services at the University of Sydney

- Meet with SUPRA caseworkers to ensure student issues are well represented at University committees and meetings.

**Way Forward**

Throughout the term, I have engaged with diverse groups within the postgraduate women’s community. This has resulted in many women approaching me to part of the organizing team of these events. We must continue working in teams because it will allow us to expand and cater to the needs of our communities better. It adds massively to student experience because it allows students to be a part of something big and take back learning and experiences outside their degree.

My recommendation is that the Women’s Collective continues to hold events with different Faculties, make the Conference an annual event, harness the relationship with the University and other student groups and re start initiatives like Survivor’s Network, meditation or yoga sessions catering to survivors and also broadly focused on mental health. Holding small group meetings with postgraduate women both coursework and HDR to open safe spaces and discuss strategies to address sexual assault and harassment issues. Be proactive in working with the University and proposing and implementing tangible changes that contribute to building a culture that is inclusive and safe for all.
Step Forward Women’s Conference
11 May 2018

(Counter-clockwise from top left): Chancellor Belinda Hutchinson AM; Nalini Joshi; keynote speaker Marian Baird; conference flyers; attendees speak with Karina Kwan during a break; an attendee reads the conference program; panelists of the Women From Unconventional Fields panel
It has been my pleasure to serve as Queer Officer over the last year and to work with the LGBTQIA+ community on campus.

My term began with some fantastic training provided by ACON, which was also an opportunity to meet and network with other universities’ Queer Officers across Sydney. The training included information about living HIV, wom*n’s health and sexuality, sexuality in aging populations, and harm reduction. This was an important opportunity to upskill myself in these areas, and I would strongly encourage any future Queer Officer to reach out to ACON for this training.

SUPRA has run two main social events for queer students over the last year. The first has been Queer Beers once a semester at Courtyard Café. This is an opportunity to welcome new and returning students to campus, and to get to know the community. Last year I ran a survey at this event, asking what work people believed needed to be done in the queer organising space, and the response was overwhelmingly that we needed support for our trans and gender diverse members of the community. Accordingly, I have been involved with the Ally Network to advocate for this, which I will address later. The second major social event has been the monthly queer film nights, held in the Old Geology Lecture Theatre. These are an opportunity for queer students and allies to come together and experience queer culture in a safe and supportive environment. Some of the films we have screened are Boy Meets Girl, But I’m A Cheerleader, and Riot. There has been good engagement at these events, and I believe continuing them would be a great opportunity for SUPRA to engage the queer community on campus.

One of the most important parts of the Queer Officer role is communication with other organisations on campus. This primarily takes the form of QuAC, the Queer Action Collective, which is open to undergraduates and postgraduates, but has a large undergraduate contingent. QuAC has a strong activist focus and as a result I was involved in a range of their campaigns, primarily regarding human rights issues, such as queer refugees. I would encourage future queer officers to remain engaged with this group and attend their weekly meetings, as it is an important opportunity to engage with the community on campus and hear their issues.

I also worked with the Ally Network during my term. The Ally Network is a relatively new organisation on campus which, while billed as being for allies only, is primarily populated by LGBTQIA+ staff and some students. Working with them I helped design the Mardi Gras float the University ran in the parade. This was a great opportunity to get to meet a range of people who would not ordinarily interact with queer organising spaces. The Ally Network also championed the inclusion of all gender bathrooms in the new buildings on campus, which is incredibly important for the safety of trans and gender diverse students. I was involved in the design and dissemination of information about these bathrooms, which culminated in a pilot bathroom being set up in Merewether. I’m also in the process of working with the Ally Network to update some of the University’s systems, some of which don’t recognise X gender markers or Mx titles. This is happening in conjunction with an investigation into the way Canvas handles preferred names. We’ve recently had some great movement in this area and hopefully will be able to resolve it soon.

One of the biggest issues over the last year was of course the campaign for marriage equality. I attended a range of rallies, did phone banking, organised phone banking events on campus, and door knocked. This was a great opportunity to reach out to the local community about the issues LGBTQIA+ people face, and to really rally grassroots support for what is a human rights issue. Thankfully, the campaign was successful, and folks of all gender identities can now get married in Australia.

In the future, I hope the Queer Officer position remains a fighting force in the University and in society, and to advocate within the University for the rights of queer students.
I can’t believe that I am already writing this. It feels like my elections were only yesterday. What a year it’s been, from fun events to policy, student issues to internal politics, the experience has been nothing short of amazing.

I kicked off my term by attending the Council of International Students Australia (CISA) conference in Canberra. The conference covered a wide range of international student issues like travel concession, employment & workplace exploitation, financial issues, racism as well as personal issues like loneliness, homesickness and depression. We also established communication channels with other universities for better collaboration in the future.

The conference was followed by The International Student Welcome Event which was co-hosted by the Women’s officer (Natasha Chaudhary) and myself. The event was a great success with over 250 attendees and us having to reorder food and drinks multiple times. The event also increased SUPRA’s student engagement and helped SUPRA reconnect with the students we represent.

Most of my work during my term was focused around working with the University management to collaborate and together solve problems faced by international students.

I was a part of the International Student Experience Taskforce created by the University to help enhance the experience for international students at University. The taskforce worked on a variety of issues ranging from employability, student support services, academic and language support, pre-departure assistance and orientation on arrival as well as mental health. The taskforce worked on these issues over a period of six months where research and analysis was done on data taken from multiple sources like external & internal surveys, student interviews, literature etc. The taskforce made a final list of recommendations to the University on these issues to better student experience. The taskforce was a great step for students and I would like to thank the University for all the work they’ve put in towards making our experience at USyd wonderful.

Overall, I would like to call this year a tremendous success especially considering the circumstances a year ago. The student engagement has increased exponentially and the effect has been seen at SUPRA events and also evident with the voter turnout in 2018 elections. I couldn’t be luckier than to have worked with an incredible group in Change and Impact. The ruling coalition has truly implemented values like free speech, hard work and discipline in their work and the workplace. Despite resistance and harassment, the team especially under the great leadership of Co- Presidents Mariam Mohammed and Kiriti Martha have kept the very promises that got them elected and did not let detractors derail their efforts towards keeping student interests at the core of SUPRA. Its time I can finally say that SUPRA IS GREAT AGAIN and I hope the next Council will KEEP SUPRA GREAT!

International Officer
Samay Sabharwal

International Welcome Party
18 August 2017
It is with much enthusiasm that I review the past year in my role as Disability Officer.

On being elected, there was much deliberation about the role and how the needs of postgraduate students who identify as having a disability could best be met. Fortunately, as I was a postgraduate student who identifies as having a disability and had experienced the application processes in the registration with Disability Services, and had, most importantly, held the position of Disability Officer in 2015, I had a solid starting point to explore how best to support postgraduate students who identify as having a disability. Moreover, my career in Australian Universities in Student Support Services and current enrolment in the Doctor of Social Work program had provided key experience in working with senior University staff and systems to advocate for postgraduate students.

Key aims and summary of campaign
In the context of the refined position description of Disability Officer at SUPRA (2016), my work plan and campaign for the year focused on practicalities and support.

The key aims were to:
- Identify what support services and policies guided student support provision for postgraduate students who identified as having a disability.
- To make transparent University support service policies that aimed to meet the needs of students who identify as having a disability.

In order to achieve these aims, a range of strategies were employed.

Firstly, I needed to obtain an accurate picture of what services were provided by whom to support postgraduate students who identify as having a disability. In order to obtain this information, I completed the following:
- Reviewed University policy and documents that aim to provide support, such as, ‘Disability Services’ and accompanying application.
- Obtained statistics.
- Explored who were the key stakeholders in service provision.

Secondly, it was considered central that the SUPRA Disability Officer participated in key meetings to raise awareness and advocate the needs of postgraduates who identify as having a disability. This was achieved by:
- Consistent communication and the introduction of myself and my role to Disability Services, attended key meetings, such as the Disability Action Plan Consultative Committee.
- Organised SUPRA stall at Disability Awareness Week in September 2017 with positive feedback from students. It was also a valuable experience in being able to further liaise with key stakeholders in University Support Services.
- Promoted the importance of teamwork at SUPRA. I participated with consistent communication with SUPRA Presidents, the Equity Portfolio, the Council and staff.
- Attended CAPA: the Council of Australian Postgraduate Associations Incorporated. I participated in the Disability Officer meetings to advocate the needs and concerns of University of Sydney students, and provided a report to SUPRA Council about the conference. My commitment to postgraduate students who identify with a disability was reflected in my election of Disabilities Officer for CAPA.

Thirdly, it was important and vital that support and the provision of accurate information was provided to postgraduate students. This was achieved by:
- Timely responses to students who emailed.
- The provision and the continuation of the ‘Coffee Break’ program for all postgraduates who identify as having a disability.

Fourthly, on having obtained the practical information of service provision for students who identify as having a disability, it was important to also be aware of wider national social policy that may influence support for postgraduate students who identify as having a disability. In order to obtain a ‘bigger picture’, I completed the following.

Achievements, reflections and strategies for the future

On review, I have achieved all aims to obtain up-to-date knowledge of what services are provided for students who identify as having a disability. On starting the position, it took many unexpected communications with key stakeholders in service provision which are in constant change, to make the role visible.

As reported, the first substantial issue is that postgraduate students need to formally register with the University’s Disability Services. Disability Services does provide support in regard to the establishment of academic plans and adjustments with associated alternative formats for assessments, physical access and modifications and assistive technology. For those with learning challenges, particularly the requirement of medical specialist or psychological test completion is costly. A major breakthrough this year in this post is that I obtained information that there are indeed funds and monetary support for those who identify as having a learning disability to be able to complete these tests via organisation from Disability Services.

Significantly, what has been unveiled in my research and advocacy is that for research postgraduates the accommodations are less clear and require ongoing communication and clarification. For example, the provision of professional transcriptions of research data vs. student typing up data and the provision of dust free rooms for those with asthma/allergies.

In order for the groundwork I have attained to prosper, it is recommended and indeed vital that in my role as the forthcoming Disability officer

- Capitalise on relationships build up in 2017/8.
- Obtain from Disability Support Services clarity on their application process and advocate the use of GPs in lieu of specialists to complete applications to reduce cost and stress to students.
- Advocate postgraduate student participation in the design of applications and utility of Faculty based support.
- Continue ‘Coffee Break’ program.
- Utilise my role as Disabilities Officer at CAPA to support the needs of postgraduate students at the University of Sydney.

It has been a brilliant year working with the SUPRA team and I wish all postgraduates the best in their university experience at the University of Sydney.
The 2017-18 term brought many changes and challenges for the administration and publications team. SUPRA has seen considerable growth in the services delivered by the Legal and SAAO teams, as well as in postgraduate engagement led by Council. This work is underpinned by the work of the administration and publications team.

Administration

The administration team is the first point of contact for students in need, be it in person, by phone or by email. We also assist students with self-advocacy through our publications. Our team provides professional support to the advocacy service and to SUPRA Council, and has an ever-growing workload. Assisting students, booking appointments, data entry and management, publishing eGrad, filing, archiving and record keeping, assisting with events, venue bookings, organising catering, ensuring IT and maintenance requests are lodged and filled, and staffing the reception desk are all daily tasks performed by admin that keep SUPRA running on a basic level. The administration team has twice-yearly planning meetings, and tie this in with Council and SAAO planning. As well as these day-to-day tasks, this term we have had multiple projects to manage.

Admin/pubs staff departures and arrivals

In late 2017 we said goodbye to Administration and Publications Officer Amity Lynch, who moved on to a new role with the NTEU. We were very sad to see her go and thank her for all the wonderful work she has given to SUPRA over the last four years.

After commencing work in the new data entry role, Rachel Engdahl agreed to fill the vacancy that was made available with Amity’s departure. Rachel continues to work tirelessly for SUPRA, and her flexibility, organisational knowledge and work performance is invaluable to the Association.

We have also welcomed Stevie Wilder to the team, who has been assisting with SAAO service data entry, and will continue to do so over the coming months. He’s a very welcome addition to the the Association and our team, and we have all enjoyed working alongside him as he’s settled into the role.

Policy, instatements and training

As administration coordinator, Louise Corney has assisted Councillors to interpret and update policy and SUPRA’s constitution this year. Each year SUPRA’s policies and constitution evolve with the organisation to better reflect the maturity of the organisation, and provide better guidance to new Council to best represent their constituents.

The 2017 Council instatements demonstrated a need to review how this training is provided to new Councillors. Quality training through instatements is integral to the success of any incoming Council. Instatements provide an informative schedule including several speakers. Louise collaborates with former/outgoing Councillors and speakers from external organisations to develop a schedule for the incoming Council that reflects issues which are likely to come up throughout the year, such as how to advocate for and engage constituents, how the Council functions as an employer, and how the Safer Spaces Policy is best enacted in the workplace. The changing demographic of the student body is being reflected in the make-up of SUPRA Council: there are a greater numbers of students in coursework postgraduate degrees, and many more international students. These students are often less available during University holiday periods to participate in instatements. As a result, we have reassessed training to better suit the needs of the changing demographics of Council.

Our team values professional development both on an individual and group level. Louise attended the Not for Profit People Conference in late 2017 where she learnt about managing change and addressing bullying and conflict, among other topics. Emma Davidson participated in Accidental Counsellor training and Anthea Fitzgerald continued her course in digital resources and accessibility.

Faculty inductions and orientations

Each semester, SUPRA representatives perform important outreach by attending and presenting at Faculty inductions and orientations. The admin team have built relationships with administrative staff across the University over a number of years, to ensure we are kept informed on when inductions are occurring, and so that we are invited to as many as possible.
This year the administration team produced material, organised induction packs and coordinated SAAOs and Councillors to ensure that SUPRA was represented at as many inductions as possible. Semester 2 2017 and Semester 1 2018 inductions were a great success and we expect to be to receiving the invitations for Semester 2 2018 inductions shortly.

**Publications**

As the make-up of the publications team has changed over recent years, our team’s skill-set has broadened, resulting in higher quality publications, including the *Survival Guide* and the new website. The administration and publications officers have worked hard to ensure SUPRA’s publications continue to be of a high standard, and have made several improvements to our annual publications, and to the publications production process.

Rachel project managed the 2018 *Survival Guide* as her first significant publications project since returning the publications role. This is the first edition of the *Survival Guide* that has been printed in full colour. The artwork for the front cover was commissioned from local First Nations artist Brendon Simpson. The publication is a fantastic resource that would help any person new to the University of Sydney, but is particularly, of course, an invaluable resource for postgrads.

Emma project managed the 2018 SUPRA *Wall Calendar*, also using artwork by Brendon Simpson. Once again, the calendar has been very popular with students. The administration and publications officers have also continued to publish eGrad (SUPRA’s e-newsletter) fortnightly or in advance of special events. Each issue gives the subscriber information about upcoming events and information relevant to the time of semester, such as census dates and general information pertaining to the academic calendar.

The admin/pubs officers have continued to liaise with the SAAO team and Council to produce a range of brochures, posters and flyers, such as the Show Cause and Exclusion *Survival Kit*. We are looking forward to updating the popular *Thesis Guide* with new content from the advocacy team and launching it as a web publication.

SUPRA’s website acts as one of the main contact points for students in need. We have updated the website over the year and the project is continuing. The website has a completely new look and is increasingly accessible. Lead by Anthea, we are continuing to work on the website to make it easier to navigate and provide a greater breadth of information to assist students to self-advocate and navigate their postgraduate years.

2018 has also seen the re-brand of SUPRA. Emma and Anthea worked alongside SUPRA’s Vice President Dean and graphic designer Craig Christie to design a new logo and style that reflects the ethos of our organisation. It has been a major project in the 2017-18 term, we are pleased to see such a wonderful outcome as we enter the final stages of the role-out.

**Casework data entry and database**

The admin team continue to assist the SAAO team with data entry. Rachel and Stevie in particular have been of great assistance with this project. SUPRA has also engaged Phill Byrne to build a new casework database to ensure records are kept into the future and that accurate statistics can be generated from our database. The admin team have been working closely with Phill to develop this database, and to ensure it is user friendly.

**Elections**

Once again, the admin team provided administrative support for the SUPRA elections. This year Rachel was formally appointed to the role of Elections Officer. In the past this work has been performed but not given a formal title. In 2017 the Electoral Regulations were updated to enshrine this position in policy, similar to that of the Returning Officer. The task of elections changes every year and is always a learning experience for the Administration Coordinator. This year the election was hotly contested and the voter turnout was close to 1500, a great result for student engagement and representation on Council.

**Moving forward**

In a few short months, we will be commencing work on the new editions of our major publications and completing our new website. We take pride in assisting the students who access SUPRA’s services each day, and we will continue to ensure students’ needs are prioritised, and that they experience SUPRA as a safe and supportive environment.

We are looking forward to inducting the new SUPRA Council for the 2018-19 term. There are a lot of new faces joining Council this year, and it is always a pleasure to hear the plans that each new group brings. We look forward to working hand in hand with Council to ensure each member’s experience at SUPRA is enjoyable and rich, as they work towards their goals for their Council term.

The administration and publications team for 2017 was Louise Corney (Coordinator), Rachel Engdahl, Amity Lynch, Anthea Fitzgerald, Stevie Wilder and Emma Davidson. We thank all our colleagues and Council for their work and support this year.

Report prepared by Louise Corney, with assistance from the administration and publications team.
This term’s Survival Guide and Postgrad Calendar featured artwork by Aboriginal artist Brendan Simpson, specially commissioned for these publications.
Student Advice & Advocacy Service

Francine Seeto, Hank Whan, Margaret Kirkby, Hayley Stone, Vanessa Caparas, Heather Mabry, Jess Richards & Adrian Cardinali

The SUPRA advocacy service provides a free, professional, independent and confidential casework service for postgraduate students. The advocacy service works closely with SUPRA’s Legal Service, and to all intents and purposes functions as a single integrated provider for students. All workers have professional external supervision available, and are encouraged and supported in professional development and ongoing affiliation in their professional field, as part of our commitment to quality and continuous improvement.

Our model of delivering advice and advocacy respects the inherent strengths and abilities of postgraduate students, by supporting the ability to self-advocate. We do this by offering casework via direct face-to-face, telephone/skype, and email consultations with individual students, and through a range of print and digital publications on common issues such as academic appeals, show cause and exclusion, academic dishonesty and plagiarism, tenancy, disability support, and higher degree by research study. We deliver timely advice and information to students via SUPRA’s fortnightly eGrad newsletter articles, and occasional workshops on main and satellite campuses. On a systemic level, the advocacy team provides a briefing service to SUPRA office bearers and Councillors in their representative work on University committees as well as support for postgraduate student campaigns.

During 2017, the SUPRA advocacy service employed 5.6 equivalent full time positions. Below is a summary of key areas of our work during 2017.

<table>
<thead>
<tr>
<th>Year</th>
<th>Total new cases</th>
<th>Show cause &amp; exclusion</th>
<th>Academic appeals</th>
<th>Academic dishonesty &amp; plagiarism</th>
<th>Academic misconduct</th>
<th>Tenancy &amp; accommodation</th>
<th>Harassment &amp; discrimination</th>
<th>Supervision</th>
</tr>
</thead>
<tbody>
<tr>
<td>2015</td>
<td>916</td>
<td>104</td>
<td>183</td>
<td>82</td>
<td>16</td>
<td>78</td>
<td>6</td>
<td>45</td>
</tr>
<tr>
<td>2016</td>
<td>935</td>
<td>154</td>
<td>135</td>
<td>125</td>
<td>13</td>
<td>121</td>
<td>16</td>
<td>36</td>
</tr>
<tr>
<td>2017</td>
<td>948</td>
<td>123</td>
<td>195</td>
<td>119</td>
<td>20</td>
<td>120</td>
<td>14</td>
<td>34</td>
</tr>
</tbody>
</table>

**Individual casework**

Please note, a caution on reading our available data as SUPRA has struggled for a number of years with an aging database system that has limited ability to capture true representative data of complex cases. Postgraduate candidatures are often characterised by a wide range of welfare, family, financial, work and health issues in addition to academic challenges. A request for assistance with a show cause matter may evolve into assistance with tenancy, course fee, scholarship issues, or HDR supervision issues. The database system captures one only classification of a student matter, even though a typical case may involve multiple problem types. Subsequently, until our new system is operational, it is worth bearing in mind that our current data under-represents our actual casework quantity and complexity. During 2017, SUPRA opened at least 948 cases. Note this was in addition to ongoing cases from previous years. Of cases where we have local or international student status recorded, 58.5% (555) were international, compared to the 42% (393) being local students. We are incredibly proud of the support work we do with and for international students, given the various adjustment issues they often face.

Of cases where we have research or coursework status recorded, 17% (159 students) were research and 81% (771 students) were coursework. This is close to the split across the total postgraduate population.

Our data for gender and enrolment status is not reliable as many people do not fill in these sections.
During 2017, we saw an increase in academic appeals cases and a steady rate in tenancy and accommodation cases. We believe the increase in appeals cases, which was most obvious for semester two final exams (end of year), can be explained by international students receiving a fail mark or grade, and without sufficient (or any) assessment feedback. The lack of sufficient feedback has forced students to commence the appeals process. Students in this situation were not able to access their Faculty, since long-established Faculty-level administration positions and systems have merged under the University’s central administration system, which students found to be more bureaucratic and therefore not clear or user-friendly, when it came to advice on assessment feedback. SUPRA advocated for better quality assessment feedback via representation on relevant University committees and working groups, and the advocacy service held regular meetings with the University’s Faculty Services to raise issues and collaborate on improvements in their service.

To address the steady increase in accommodation cases, SUPRA increased our housing information and advice through online and print publications and via negotiations with the University to increase free emergency student accommodation. In collaboration with the University Accommodation Service and SRC we developed a new emergency housing referral system, permitting caseworkers to provide free emergency housing for students, including dependents in housing distress or fleeing family and domestic violence.

After an increase in academic dishonesty and plagiarism cases in the previous year, by contrast during 2017, we saw a decline in this case type, which may indicate the University’s educational efforts and policies have been successful in this area. On the other hand, academic misconduct cases increased by 50% from the 2016 number of 13 to 20 cases in 2017. We believe this may be as a result of a rise in postgraduate students being investigated for using falsified medical certificates advertised on the Chinese social media platform WeChat and qq.com. SUPRA responded by disseminating advice via eGrad to caution against using the certificates and emphasising the serious consequences.

Of concern was an emerging trend of harassment and discrimination cases amongst postgraduates, in particular sexual harassment. This figure is likely to be under-representative since similar issues can be noted under complaints. SUPRA responded by undertaking a series of training for all staff and student office bearers, and participated in reviews of relevant University policies and procedures, as well as pushed for more effective on-campus support for students who have experienced any form of sexual assault. Our 2017 edition of the Postgrad Survival Guide contained more content on acceptable conduct, consent, sexual harassment and assault, and domestic violence.

Notably, in late 2017 the advocacy service started to invite students to give us feedback when their case was closed. Despite the small sample of 30 in response to the 5 point Likert scale, that goes from Not Helpful at All to Very Helpful, when asked to describe how helpful people found our service, respondents gave an average score of 4.73. Typical comments were, ‘My caseworker listened to me and understood the University policies’ and ‘My caseworker was very professional and gave prompt and accurate advice that was very helpful’.

**Tax Help**

For the second year running, SUPRA registered with the Australian Tax Office to offer a free and confidential service run by ATO-trained and accredited volunteers, which assisted low-income earners lodge simple tax return applications. Tax Help ran once a week between August and October, and in 2017 assisted around 50 postgrads. Tax Help also enabled an accounting student to gain valuable professional experience as our Tax Help volunteer. Last year’s feedback on SUPRA’s Tax Help service was overwhelmingly positive. Sample comments highlighted how much postgraduates appreciated this service, that it was efficient and ‘very helpful’, and the volunteer was ‘knowledgeable’, ‘very proactive’ and ‘approachable’. We expect to provide similar standards of assistance in 2018 when we provide Tax Help again.

**Visa advice**

SUPRA’s long running and popular free visa advice sessions for international students was offered on a monthly basis, and in 2017 assisted around 88 postgrads, with many more on a waiting list. SUPRA thanks Visa Lawyers Australia who have provided this service for many years.

**Briefing Services**

In 2017, the advocacy team provided briefing support on systemic issues that arose throughout the year. There were 11 Academic Board and Senior Executive Group (now University Executive) committees where we provided over 44 briefings across the academic year.

The advocacy team and SUPRA student representatives progressed work in the following key areas: review of the academic board and enhancing student membership, improved pre-arrival and on-arrival information to new students, input to content on the University accommodation service website, improved notification templates and interview procedures for students alleged to have engaged in academic dishonesty, assessment changes in coursework, monitoring introduction of coursework units in higher degree research degrees, fair distribution of scholarships, monitoring implementation of the new online special consideration application process, increase in HDR desk spaces, feedback on new HDR graduate qualities, standardised late penalty policy, monitoring student administration processes and subsequent representations to the University on the unusual delays in resolving academic appeals, complaints, and academic misconduct; mental wellbeing for postgrads, continuation of the statistics
unit which is used by HDR students, sexual assault responses by the University, and ongoing feedback for improving the student experience and student support services. Some of these evolved from briefings into systemic advocacy projects or campaigns which are reported below.

**SUPRA Publications**
During 2017, the advocacy team made regular contributions to SUPRA’s eGrad newsletter, which is delivered to 7000 SUPRA subscribers on a fortnightly basis. On advice by SUPRA’s publications subcommittee, last year’s Postgrad Survival Guide was significantly reworked in content and structure. The advocacy and legal services contributed 95% of the content of the Postgrad Survival Guide which was distributed to postgrads during O Week in 2018. During 2017, the advocacy team contributed updated resources to the new SUPRA website and we envisage this to grow significantly as more self-help content is transferred to our website. We have revised and drafted all the content for the Thesis Guide which is due to be completed and relaunched in digital form during 2018.

**Projects, campaigns and submissions**
Rental housing affordability and protections for students in Sydney’s housing crisis has continued to be a serious trending issue that will be a prioritised advocacy campaign for 2018/19. During 2017, we pushed the University for a response to the need for affordable student accommodation and increased emergency accommodation options. The advocacy team submitted a paper on this issue to the Student Life Committee. The University recently announced work on a student accommodation strategy which we hope will be broad in scope and includes affiliated and private accommodation providers.

After a successful launch in 2016 of the SUPRA Supervisor of the Year awards, we ran them again last year. The award is unique in that awardees are nominated by students, and though the advocacy team supported the organisation of the event, it was an all-student panel who considered nominations and awarded prizes. In all, about 160 HDR students participated in the 2017 awards, and the judging panel awarded 32 prizes across all Faculties. A wonderful awards night was held in the Courtyard Restaurant and was attended by over 100 HDR students, their nominated supervisors, and the University’s Director of Graduate Research, Associate Prof. Ross Coleman.

**Conferences and training events**
- University Governance and Regulations Forum
- CAPA annual conference
- Responding with compassion
- Family and domestic violence
- Developing an operational plan
- Supporting victims of crime with an intellectual disability
- RESSO conference
- Health & Safety Representative training

**Networking/consultations**
During 2017 the advocacy service held regular information exchange meetings with our colleagues at the Student Representative Council (SRC), and the University’s Higher Degree by Research Administration Centre, Student Affairs Unit, and the newly operational Faculty Services.

**Outreach to satellite campuses**
During a large part of 2017 the advocacy service committed to fortnightly attendance at Lidcombe campus (Health Sciences) to provide advice to postgrads and also to network with Faculty services staff. Our senior SAAO Margaret Kirkby was our outreach officer at Lidcombe and also Westmead Hospital.

The advocacy team for 2017 was Adrian Cardinali, Margaret Kirkby, Francine Seeto, Hayley Stone, Vanessa Caparas, and Hank Whan. Jessica Richards and Heather Mabry were our valuable locum team members across 2017. Thank you to the whole team for your work and dedication. Thank you too to our extraordinary administration, finance and publications staff, our wonderful Legal Service Solicitor, the dedicated Council members who have supported our services, and to all the students who have entrusted your matters with us. It was a privilege to serve you all and we look forward to continuing to do so.

Report prepared by Francine Seeto, with assistance from the advocacy team.
Overview
The RLC branch office at the Sydney University Postgraduate Representative Association (SUPRA) is funded by SUPRA, via the compulsory Student Services Amenities Fee (SSAF) paid by University of Sydney students.

The service provides free legal services to postgraduate students from any of the University’s seven campuses. It also provides regular legal and strategic advice to the seven Student Advice and Advocacy Officers employed by SUPRA to handle student’s academic or welfare matters. Additionally, the service also assists and advises other SUPRA staff, such as the publications team and the Council and office bearers of SUPRA.

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

Casework & advice
Demand for the legal service has continued to grow each year with 2017 seeing a 7% increase in the number of students provided with legal advice and casework services compared to the 2016 year. In the majority of cases, students are able to be assisted with their matter through the provision of advice and minor casework services, however where necessary matters are taken on as major cases. Cases involve acting for and representing a student client for the duration of a matter which can be for some time. Providing advice and minor casework services also involve providing the student with the legal advice and assistance necessary to deal with their matter but where this only involves some minor follow up work that can be completed over a short period of time. During 2017, approximately 58% of the students assisted were international students, where we have domestic or international status recorded, and 15% were from campuses of the University other than the main Camperdown/Darlington campus. All Faculties of the University were represented. For those who specified gender, 56% of student clients were female, with 44% being male. Further, 66% of student clients were course work students, with 34% being higher degree by research students.

As the legal service is independent from the University, it is able to advise and represent students in matters relating to the University. The overwhelming majority of university matters have concerned the area of Intellectual Property, either through the provision of independent advice on agreements prior to the assignment of rights or in handling disputes with the University. Assistance has also been provided in other administrative matters, discrimination complaints, and privacy law.

Additionally, the service provides advice and representation to postgraduate students in external legal matters. In the last year, we mainly provided assistance in the following areas:

Accidents on the road
A large number of students seek advice to recover damages and/or defend claims for damages following accidents on the road. The financial impact can be significant for students who are uninsured and have a low income and/or limited financial resources. In 2017, the service has assisted many clients to obtain compensation for the damage done to their cars or bikes, or to defend matters against them. The practice
has also helped students to successfully enforce orders obtained against other parties and recover the money awarded to them that had not been paid.

**Credit, debt & consumer complaints**
The legal service receives a large number of inquiries about consumer contracts and matters relating to credit and debt. Many of these are in relation to consumer contracts with telecommunications service providers for mobile phone or internet services. During the last year, the legal service has negotiated successful outcomes for a number of students in a range of matters in these areas.

**Employment**
Many students work outside the University to supplement their income, which often consists of parental support, scholarships, study benefits, or part-time employment within the University Faculties where the student is studying. In the last year, the legal service has helped many students to recoup unpaid or underpaid wages and entitlements, as well as assisting students to resolve other concerns about working conditions.

**Road, traffic & motor vehicle regulatory offences**
Inexperience or lack of familiarity with the road rules, coupled with having older or less well maintained vehicles often means students present with penalty notices. Where students elect or are required to appear in court, the legal service has either represented or assisted them in preparing their case. Overwhelmingly, the involvement of the legal service has resulted in more favourable outcomes.

**Tenancy & housing matters**
The last 12-months has seen the legal service provide advice and conduct negotiations on behalf of students regarding a variety of housing-related matters. The service also provided assistance to, or arranged advocacy for, students with complex tenancy matters who needed to appear at the New South Wales Civil and Administrative Tribunal (NCAT).

**Community legal education**
The legal service has provided community legal information and education sessions to a number of students both on main campus and at external campuses in the areas of intellectual property, traffic offences & fines, consumer contracts, motor vehicle accidents (property damage), tenancy, privacy law, and employment.

In addition, the service has produced a range of legal facts sheets in areas of special interest to postgraduate students.

During the period, we also contributed the Legal Sections of the 2017 Postgraduate Survival Guide. This included legal information on Intellectual Property, Cyberlaw, Contracts, Privacy, Consumer Law, Tenancy, and Fines. We also contributed the sections on Research Integrity; Intellectual Property Law; Harassment, Discrimination & Bullying; and Access to Your Thesis to the revised Thesis Guide.

Additionally, the legal service regularly contributed to the fortnightly SUPRA email bulletin, eGrad. Topics covered included recording staff/other students at the University, the use of University ICT resources, avoiding or dealing with fines on public transport, and alerts about scams targeting our students.

**Policy work**
The Legal service has been involved in an advisory capacity in the SUPRA work in these areas. Specifically, the service has contributed to both external submissions written by the SUPRA staff and Council members on matters relevant to postgraduate students and international postgraduate students, and to internal policy submissions in relation to a variety of proposed changes to University Policy and Rules. Briefing/Advice services to Council Members and equity groups on legal issues or questions that arose for Councillors in the course of their duties were also provided.
SYDNEY UNIVERSITY POSTGRADUATE
REPRESENTATIVE ASSOCIATION
(SUPRA)

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2017
# SYDNEY UNIVERSITY POSTGRADUATE REPRESENTATIVE ASSOCIATION (SUPRA)

**31 DECEMBER 2017**

## CONTENTS

<table>
<thead>
<tr>
<th>Section</th>
<th>Page No.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Auditor's Independence Declaration</td>
<td>1</td>
</tr>
<tr>
<td>Statement of Comprehensive Income</td>
<td>2</td>
</tr>
<tr>
<td>Statement of Financial Position</td>
<td>3</td>
</tr>
<tr>
<td>Statement of Changes in Equity</td>
<td>4</td>
</tr>
<tr>
<td>Statement of Cash Flows</td>
<td>5</td>
</tr>
<tr>
<td>Notes to the Accounts</td>
<td>6-12</td>
</tr>
<tr>
<td>Statement by the SUPRA Council</td>
<td>13</td>
</tr>
<tr>
<td>Independent Auditor's Report</td>
<td>14-17</td>
</tr>
<tr>
<td>Detailed Statement of Comprehensive Income</td>
<td>18-21</td>
</tr>
</tbody>
</table>
DECLARATION OF INDEPENDENCE BY CM PITT & CO TO THE COUNCILLORS OF THE 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 2017, I declare that, to the best of my knowledge and belief, there have been:

1. No contraventions of the auditor independence requirements of the Corporations Act 2001 in relation to the audit; and

2. No contraventions of any applicable code of professional conduct in relation to the audit.

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

Dated: 01/February 2018
<table>
<thead>
<tr>
<th>Note</th>
<th>2017</th>
<th>2016</th>
</tr>
</thead>
<tbody>
<tr>
<td>University Funding</td>
<td>1,605,438</td>
<td>1,375,000</td>
</tr>
<tr>
<td>Interest received</td>
<td>6,711</td>
<td>11,500</td>
</tr>
<tr>
<td>Sundry Income</td>
<td>-</td>
<td>592</td>
</tr>
<tr>
<td>Employment Expenditure</td>
<td>(1,280,053)</td>
<td>(1,087,959)</td>
</tr>
<tr>
<td>Administration Expenditure</td>
<td>(227,461)</td>
<td>(251,542)</td>
</tr>
<tr>
<td>Activities &amp; Functions</td>
<td>(86,742)</td>
<td>(38,670)</td>
</tr>
<tr>
<td>Publications</td>
<td>(19,991)</td>
<td>(12,795)</td>
</tr>
<tr>
<td>Deficit before income tax</td>
<td>(2,098)</td>
<td>(3,873)</td>
</tr>
</tbody>
</table>

### Income tax expense

- 2017: -
- 2016: -

### Deficit after income tax for the year

- 2017: (2,098)
- 2016: (3,873)

### Other comprehensive income for the year

- 2017: -
- 2016: -

### Total (deficit) for the year attributed to members of the Association

- 2017: (2,098)
- 2016: (3,873)

*The Association’s notes form part of these accounts.*
## Statement of Financial Position

### As at 31 December 2017

<table>
<thead>
<tr>
<th>Note</th>
<th>2017</th>
<th>2016</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td><strong>Assets</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Current Assets</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cash &amp; cash equivalents</td>
<td>2</td>
<td>450,845</td>
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<tr>
<td>Trade &amp; other receivables</td>
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<td>2,399</td>
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<tr>
<td><strong>Total Current Assets</strong></td>
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<td>453,245</td>
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<tr>
<td><strong>Total Assets</strong></td>
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<td>453,245</td>
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<tr>
<td><strong>Liabilities</strong></td>
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<tr>
<td><strong>Current Liabilities</strong></td>
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<td></td>
</tr>
<tr>
<td>Trade &amp; other payables</td>
<td>4</td>
<td>52,072</td>
</tr>
<tr>
<td>Employee benefits</td>
<td>6</td>
<td>73,084</td>
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<tr>
<td><strong>Total Current Liabilities</strong></td>
<td></td>
<td>125,157</td>
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<tr>
<td><strong>Non-Current Liabilities</strong></td>
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<tr>
<td>Employee benefits</td>
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<td>281,662</td>
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<tr>
<td><strong>Total Non-Current Liabilities</strong></td>
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<td>281,662</td>
</tr>
<tr>
<td><strong>Total Liabilities</strong></td>
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<td>406,819</td>
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<tr>
<td><strong>Net Assets</strong></td>
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<td>46,426</td>
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<tr>
<td><strong>Equity</strong></td>
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<td></td>
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<tr>
<td>Retained Earnings</td>
<td>7</td>
<td>46,426</td>
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<tr>
<td><strong>Total Equity</strong></td>
<td></td>
<td>46,426</td>
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</table>

The Association's notes form part of these accounts.
SYDNEY UNIVERSITY POSTGRADUATE REPRESENTATIVE ASSOCIATION

STATEMENT OF CHANGES IN EQUITY

FOR THE YEAR ENDED 31 DECEMBER 2017

<table>
<thead>
<tr>
<th>Note</th>
<th>2017</th>
<th>2016</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>RETAINED EARNINGS</td>
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<td></td>
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<tr>
<td>Balance at the beginning of the year</td>
<td>48,524</td>
<td>52,397</td>
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<tr>
<td>(Deficit) attributed from operations</td>
<td>(2,098)</td>
<td>(3,873)</td>
</tr>
<tr>
<td>Balance at the end of the financial year</td>
<td>46,426</td>
<td>48,524</td>
</tr>
</tbody>
</table>

The Associationing notes form part of these accounts.
SYDNEY UNIVERSITY POSTGRADUATE REPRESENTATIVE ASSOCIATION

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 DECEMBER 2017

<table>
<thead>
<tr>
<th>Note</th>
<th>2017</th>
<th>2016</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>CASH FLOWS FROM OPERATING ACTIVITIES</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Receipts</td>
<td></td>
<td></td>
</tr>
<tr>
<td>University Funding</td>
<td>1,605,438</td>
<td>1,375,592</td>
</tr>
<tr>
<td>Interest Received</td>
<td>6,711</td>
<td>14,533</td>
</tr>
<tr>
<td><strong>Payments</strong></td>
<td></td>
<td></td>
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<tr>
<td>Payments to suppliers and employees</td>
<td>(1,637,648)</td>
<td>(1,461,864)</td>
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<tr>
<td><strong>Net Cash provided by / (used in) operating activities</strong></td>
<td>9</td>
<td>(25,499)</td>
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<tr>
<td><strong>CASH FLOWS FROM INVESTING ACTIVITIES</strong></td>
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<td></td>
</tr>
<tr>
<td>Purchase of Property, plant and equipment</td>
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<td></td>
</tr>
<tr>
<td>Net Cash provided by/(used in) investing activities</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>(Decrease)/ Increase in cash held</strong></td>
<td>(25,499)</td>
<td>(71,739)</td>
</tr>
<tr>
<td><strong>Cash and cash equivalents at the beginning of the year</strong></td>
<td>476,344</td>
<td>548,083</td>
</tr>
<tr>
<td><strong>Cash and cash equivalents at the end of the year</strong></td>
<td>2</td>
<td>450,845</td>
</tr>
</tbody>
</table>

The Associationing notes form part of these accounts.
SYDNEY UNIVERSITY POSTGRADUATE REPRESENTATIVE ASSOCIATION

NOTES TO AND FORMING PART OF THE ACCOUNTS

FOR THE YEAR ENDED 31 DECEMBER 2017

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 02 February 2018.

Compliance with Australian Accounting Standards - Reduced Disclosure Requirements
The financial statements of Sydney University Postgraduate Representative Association (SUPRA) comply with Australian Accounting Standards - Reduced Disclosure Requirements as issued by the Australian Accounting Standards Board (AASB).

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 is dependent on the allocation of funds from the Student Services and Amenities Fee (SSAF) by the University of Sydney. The University of Sydney provides SUPRA with premises, utilities and computers, in order to conduct its operations. No dollar value has been attributed to these services.

(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.
SYDNEY UNIVERSITY POSTGRADUATE REPRESENTATIVE ASSOCIATION

NOTES TO AND FORMING PART OF THE ACCOUNTS

FOR THE YEAR ENDED 31 DECEMBER 2017

CONTINUED

(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 Benefits
(i) Wages, salaries and annual leave
Liabilities for wages, salaries and annual leave expected to be settled within 12 months of the reporting date are recognised in respect of employees' services up to the reporting date and are measured at the amounts expected to be paid when the liabilities are settled.

(ii) Long service leave
Employee benefits for long service leave payable no later than three years have been recognised with respect to the employee period to service and leave taken up to the reporting date and are measured at the amounts expected to be paid when the liabilities are settled. There have been no changes to the method used to calculate the liability.

(iii) Termination benefits
Termination benefits are payable when employment is terminated before the normal retirement date, or when an employee accepts voluntary redundancy in exchange for these benefits.

SUPRA recognises a liability for the payment of termination to staff in accordance with enterprise agreement 2017. There has been no decision to terminate staff. The provision has been created with respect to uncertainty of continuing funding by Government of the Student and Administration Service Fee (SSAF), (refer note 1(a)). A decrease in funding would impact on the scale of services provided and the staff employed. The sum set aside is 40% of the measured amount at the reporting date.

(iv) National Entitlement Security Trust (NEST)
SUPRA have contributed to the National Entitlement Security Trust (NEST) towards future liability to pay employee benefits and the account is specific for this purpose. (refer note 2 and 6)
(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.

(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 2017

(n) **New and amended standards adopted by the Association**
None of the new standards and amendments to standards that are mandatory for the first time for the financial year beginning 1 January 2017 affected any of the amounts recognised in the current period or any prior period and are not likely to affect future periods.
<table>
<thead>
<tr>
<th>NOTE 2</th>
<th>Cash &amp; Cash Equivalents</th>
<th>2017 $</th>
<th>2016 $</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Cash at Bank and on hand</td>
<td>216,731</td>
<td>246,978</td>
</tr>
<tr>
<td></td>
<td>Deposit with NEST</td>
<td>234,115</td>
<td>229,367</td>
</tr>
<tr>
<td></td>
<td><strong>Total</strong></td>
<td>450,845</td>
<td>476,344</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>NOTE 3</th>
<th>Trade &amp; Other Receivables</th>
<th>2017 $</th>
<th>2016 $</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Prepayments</td>
<td>2,399</td>
<td>2,388</td>
</tr>
<tr>
<td></td>
<td><strong>Total</strong></td>
<td>2,399</td>
<td>2,388</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>NOTE 4</th>
<th>Trade &amp; Other Payables</th>
<th>2017 $</th>
<th>2016 $</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Sundry payables and accrued expenses</td>
<td>52,072</td>
<td>109,167</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>NOTE 5</th>
<th>Employee Remuneration</th>
<th>2017 $</th>
<th>2016 $</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Salaries &amp; Stipends</td>
<td>1,085,938</td>
<td>1,023,086</td>
</tr>
<tr>
<td></td>
<td>Superannuation</td>
<td>111,830</td>
<td>100,135</td>
</tr>
<tr>
<td></td>
<td>Employee benefit provisions</td>
<td>33,705</td>
<td>(81,982)</td>
</tr>
<tr>
<td></td>
<td>Payroll Management Systems</td>
<td>5,658</td>
<td>5,128</td>
</tr>
<tr>
<td></td>
<td>Payroll Tax</td>
<td>19,726</td>
<td>17,867</td>
</tr>
<tr>
<td></td>
<td>Staff Development and Training</td>
<td>6,279</td>
<td>7,357</td>
</tr>
<tr>
<td></td>
<td>Staff Support &amp; supervision</td>
<td>3,503</td>
<td>6,413</td>
</tr>
<tr>
<td></td>
<td>Staff Travel, Meals &amp; Accommodation</td>
<td>5,324</td>
<td>2,490</td>
</tr>
<tr>
<td></td>
<td>Workers Compensation Insurance</td>
<td>7,931</td>
<td>6,614</td>
</tr>
<tr>
<td></td>
<td>Sundries</td>
<td>160</td>
<td>852</td>
</tr>
<tr>
<td></td>
<td><strong>Total</strong></td>
<td>1,280,053</td>
<td>1,087,959</td>
</tr>
</tbody>
</table>
### NOTE 6 Employee benefits liabilities

<table>
<thead>
<tr>
<th></th>
<th>2017</th>
<th>2016</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Current</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Provision for Annual Leave</td>
<td>73,084</td>
<td>70,490</td>
</tr>
<tr>
<td><strong>Non Current</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Provision for Long Service Leave</td>
<td>79,905</td>
<td>78,436</td>
</tr>
<tr>
<td>Provision for Redundancy</td>
<td>201,757</td>
<td>172,116</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>281,662</td>
<td>250,552</td>
</tr>
</tbody>
</table>

At 31 December 2017 the total amount provided for a future liability was $354,706. Funds to extents of $234,155 are held on behalf of employees in the National Entitlement Security Trust (NEST).

### NOTE 7 Retained Funds

<table>
<thead>
<tr>
<th></th>
<th>2017</th>
<th>2016</th>
</tr>
</thead>
<tbody>
<tr>
<td>Retained Funds at the beginning of the year</td>
<td>48,524</td>
<td>52,397</td>
</tr>
<tr>
<td>(Deficit)</td>
<td>(2,098)</td>
<td>(3,873)</td>
</tr>
<tr>
<td>Retained Funds at the end of the year</td>
<td>46,426</td>
<td>48,524</td>
</tr>
</tbody>
</table>

### NOTE 8 Auditors Remuneration

<table>
<thead>
<tr>
<th></th>
<th>2017</th>
<th>2016</th>
</tr>
</thead>
<tbody>
<tr>
<td>Audit of financial statements</td>
<td>8,000</td>
<td>7,500</td>
</tr>
</tbody>
</table>

### NOTE 9 Reconciliation of Net Cash Inflow

<table>
<thead>
<tr>
<th></th>
<th>2017</th>
<th>2016</th>
</tr>
</thead>
<tbody>
<tr>
<td>from Operating Activities to Surplus/(Deficit)</td>
<td>(25,499)</td>
<td>(71,739)</td>
</tr>
<tr>
<td>Net Cash Inflow/(Outflow) from operating activities</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th>2017</th>
<th>2016</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Change in Operating Assets and Liabilities</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Increase/(Decrease) in Other Current Assets</td>
<td>11</td>
<td>(3,402)</td>
</tr>
<tr>
<td>(Increase)/Decrease in Trade and other payables</td>
<td>57,095</td>
<td>(10,715)</td>
</tr>
<tr>
<td>(Increase)/Decrease in Employee Benefits</td>
<td>(33,705)</td>
<td>81,983</td>
</tr>
<tr>
<td>(Deficit) for the year</td>
<td>(2,098)</td>
<td>(3,873)</td>
</tr>
</tbody>
</table>
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.

(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.
CONTINUED

NOTE 11 Lease
SUPRA have a new lease agreement with Cannet Pty Ltd from August 2015.
Minimum operating lease payments are as follows:

within 1 yr

31-Dec-17 $20,295

Lease expenses during the financial year was $19,067 (2016 - $15,711)

NOTE 12 Events Subsequent to Balance Date
No transactions or events of a significant nature have occurred since balance date.

NOTE 13 Related Parties
Stipends are paid to office bearers and other counsellors in accordance with SUPRA's Stipend policy.

NOTE 14 Association Details
The office of University of Sydney Postgraduate Representative Association is situated at Level 2, Holme Building (A09), The University of Sydney NSW 2006.

Permanent employees at year end were twelve (12) (2016 - 11)

The Association's Australian Business Number (ABN) is: 17 011 530 375.
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 2017;

(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 2017;

(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 2018 are dependent on funds allocated from the SSAF.

The Accounts have been made in accordance with applicable accounting Standards at Sydney on 02 February 2018.

Marian Mohammed  
CO PRESIDENT

Kiriti Mortha  
CO PRESIDENT
INDEPENDENT AUDIT REPORT TO THE MEMBERS OF SYDNEY UNIVERSITY 
POSTGRADUATE REPRESENTATIVE ASSOCIATION (SUPRA)

REPORT ON THE AUDIT OF THE FINANCIAL REPORT

Opinion
We have audited the financial report of Sydney University Postgraduate Representative Association (SUPRA), which comprises the balance sheet as at 31 December 2017 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.

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 2017 and of its performance for year ended on that date; and

ii. Complying with Australian Accounting Standards – Reduced Disclosure Requirements (including the Australian Accounting Interpretations).

Basis for Opinion
We conducted our audit in accordance with Australian Accounting Standards. Our responsibilities under those standards are further described in the Auditor’s Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the Association in accordance with the Corporations Act 2001 and the ethical requirements of the accounting professionals and Ethical Standards Board, Code of Ethics for Professional Accountants that are relevant to our audit of the financial statements in Australia; and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Key Audit Matters
Key audit matters are those matters that, in our professional judgement, were of most significance in our audit of the financial statements of the current period. These matters were addressed in the context of our audit of the financial statements as a whole, and in forming our opinion thereon, and we do not provide a separate opinion on these matters.
Key Audit Matter
Economic dependence
SUPRA is dependent on the allocation of funds from the Student Services and Amenities Fee (SSAF) by the University of Sydney.

SUPRA recognises a liability for the payment of termination to staff in accordance with enterprise agreement 2017.

How our Audit addressed the matter
The University of Sydney has renewed the 2018 SSAF agreement with an increase.

There has been no decision to terminate staff. 40% of the measured amount, taken as adequate provision for this purpose.

Other Information
Management is responsible for the other information. The other information comprises the information included in the annual report for the year ended 31 December 2017, but does not include the financial statements and our auditor’s report thereon.

Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon. In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Council’s Responsibility for the Financial Report
The Council of the Sydney University Postgraduate Representative Association (SUPRA) 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 for the Audit of the Financial Report
Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor’s report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Australian Accounting Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.
As part of an audit in accordance with Australian Accounting Standards, we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- Identity and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

- Obtain an understanding of internal control relevant to the audit 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 Association’s internal control.

- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by Council.

- Conclude on the appropriateness of management’s use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Association’s ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor’s report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor’s report. However, future events or conditions may cause the Association to cease to continue as a going concern.

- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

We also provide those charged with governance with a statement that we have complied with relevant ethical requirements regarding independence, and communicate with them all relationships and other matters that may reasonably be thought to bear on our independence, and where applicable, related safeguards.
From the matters communicated with those charged with governance, we determine those matters that were of most significance in the audit of the financial statements of the current period and are therefore the key audit matters. We describe these matters in our auditor’s report unless law or regulation precludes public disclosure about the matter or when, in extremely rare circumstances, we determine that a matter should not be communicated in our report because the adverse consequences of doing so would reasonably be expected to outweigh the public interest benefits of such communication.

Charles M Pitt
C M PIT & CO
CHARTERED ACCOUNTANTS

Date: 01 February 2018

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

Chartered Accountants
Liability limited by a scheme approved under Professional Standards Legislation
### SYDNEY UNIVERSITY POSTGRADUATE REPRESENTATIVE ASSOCIATION

#### STATEMENT OF COMPREHENSIVE INCOME

FOR THE YEAR ENDED 31 DECEMBER 2017

<table>
<thead>
<tr>
<th>Note</th>
<th>2017</th>
<th>2016</th>
</tr>
</thead>
<tbody>
<tr>
<td>$</td>
<td></td>
<td>$</td>
</tr>
<tr>
<td><strong>Income</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>University Funding</td>
<td>1,605,438</td>
<td>1,375,000</td>
</tr>
<tr>
<td>Interest received</td>
<td>6,711</td>
<td>11,500</td>
</tr>
<tr>
<td>Sundry Income</td>
<td>-</td>
<td>592</td>
</tr>
<tr>
<td><strong>Total Income</strong></td>
<td>1,612,149</td>
<td>1,387,093</td>
</tr>
<tr>
<td><strong>Expenses</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Employment Expenses</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Salaries and Wages</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Administration Salaries</td>
<td>362,447</td>
<td>289,098</td>
</tr>
<tr>
<td>Administration Superannuation</td>
<td>36,554</td>
<td>29,813</td>
</tr>
<tr>
<td>Relief Student Advisors' Salaries</td>
<td>22,299</td>
<td>9,128</td>
</tr>
<tr>
<td>Relief Student Advisors' Superannuation</td>
<td>2,329</td>
<td>561</td>
</tr>
<tr>
<td>Student Advisors' Salaries</td>
<td>519,075</td>
<td>518,389</td>
</tr>
<tr>
<td>Student Advisors' Superannuation</td>
<td>55,646</td>
<td>50,146</td>
</tr>
<tr>
<td><strong>Total salaries and wages</strong></td>
<td>998,350</td>
<td>897,135</td>
</tr>
<tr>
<td><strong>Stipends</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Disabilities Officer's Stipend</td>
<td>4,845</td>
<td>10,710</td>
</tr>
<tr>
<td>Disabilities Officer's Superannuation</td>
<td>460</td>
<td>1,017</td>
</tr>
<tr>
<td>International Student Officer's Stipend</td>
<td>18,687</td>
<td>13,493</td>
</tr>
<tr>
<td>International Student Officer's Superannuation</td>
<td>1,775</td>
<td>1,282</td>
</tr>
<tr>
<td>Indigenous Officer's Stipend</td>
<td>6,986</td>
<td>2,573</td>
</tr>
<tr>
<td>Indigenous Officer's Superannuation</td>
<td>664</td>
<td>244</td>
</tr>
<tr>
<td>Education Officer's Stipend</td>
<td>23,470</td>
<td>27,641</td>
</tr>
<tr>
<td>Education Officer's Superannuation</td>
<td>2,230</td>
<td>2,626</td>
</tr>
<tr>
<td>Rural Officer's Stipend</td>
<td>1,291</td>
<td>4,687</td>
</tr>
<tr>
<td>Rural Officer's Superannuation</td>
<td>123</td>
<td>445</td>
</tr>
<tr>
<td>President's Stipend</td>
<td>48,138</td>
<td>49,153</td>
</tr>
<tr>
<td>President's Superannuation</td>
<td>4,573</td>
<td>4,669</td>
</tr>
<tr>
<td>Student Publication Director's Stipend</td>
<td>8,037</td>
<td>9,523</td>
</tr>
<tr>
<td>Student Publication Director's Superannuation</td>
<td>763</td>
<td>905</td>
</tr>
<tr>
<td><strong>Amount brought forward to page 19</strong></td>
<td>122,043</td>
<td>128,968</td>
</tr>
</tbody>
</table>
SYDNEY UNIVERSITY POSTGRADUATE REPRESENTATIVE ASSOCIATION

STATEMENT OF COMPREHENSIVE INCOME

FOR THE YEAR ENDED 31 DECEMBER 2017

<table>
<thead>
<tr>
<th>Note</th>
<th>2017</th>
<th>2016</th>
</tr>
</thead>
<tbody>
<tr>
<td>Amount carried forward</td>
<td>122,043</td>
<td>128,968</td>
</tr>
<tr>
<td>Queer Officer's Stipend</td>
<td>4,938</td>
<td>8,820</td>
</tr>
<tr>
<td>Queer Officer's Superannuation</td>
<td>484</td>
<td>838</td>
</tr>
<tr>
<td>Secretary's Stipend</td>
<td>16,598</td>
<td>27,523</td>
</tr>
<tr>
<td>Secretary's Superannuation</td>
<td>1,562</td>
<td>2,615</td>
</tr>
<tr>
<td>Treasurer's Stipend</td>
<td>12,352</td>
<td>11,424</td>
</tr>
<tr>
<td>Treasurer's Superannuation</td>
<td>1,173</td>
<td>1,085</td>
</tr>
<tr>
<td>Vice President's Stipend</td>
<td>20,038</td>
<td>24,885</td>
</tr>
<tr>
<td>Vice President's Superannuation</td>
<td>1,904</td>
<td>2,364</td>
</tr>
<tr>
<td>Women Officer's Stipend</td>
<td>16,737</td>
<td>16,039</td>
</tr>
<tr>
<td>Women Officer's Superannuation</td>
<td>1,590</td>
<td>1,524</td>
</tr>
<tr>
<td>Total Stipends</td>
<td>199,418</td>
<td>226,085</td>
</tr>
</tbody>
</table>

Other Employment Expenses

<table>
<thead>
<tr>
<th>Expense</th>
<th>2017</th>
<th>2016</th>
</tr>
</thead>
<tbody>
<tr>
<td>Employee Benefits</td>
<td>33,705</td>
<td>(81,982)</td>
</tr>
<tr>
<td>Payroll Management Systems</td>
<td>5,658</td>
<td>5,128</td>
</tr>
<tr>
<td>Payroll Tax</td>
<td>19,726</td>
<td>17,867</td>
</tr>
<tr>
<td>Staff Development and Training</td>
<td>6,169</td>
<td>7,117</td>
</tr>
<tr>
<td>Staff Recruitment</td>
<td>110</td>
<td>240</td>
</tr>
<tr>
<td>Staff Support &amp; supervision</td>
<td>3,503</td>
<td>6,413</td>
</tr>
<tr>
<td>Staff Travel, Meals &amp; Accommodation</td>
<td>5,324</td>
<td>2,490</td>
</tr>
<tr>
<td>Workers Compensation Insurance</td>
<td>7,931</td>
<td>6,614</td>
</tr>
<tr>
<td>Sundries</td>
<td>160</td>
<td>852</td>
</tr>
<tr>
<td>Total Employment Expenditure</td>
<td>82,285</td>
<td>(35,262)</td>
</tr>
</tbody>
</table>

Total Employment Expenditure                       | 1,280,053 | 1,087,959 |
<table>
<thead>
<tr>
<th>Note</th>
<th>2017</th>
<th>2016</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td><strong>Administration Expenses</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Audit</td>
<td>8</td>
<td>8,000</td>
</tr>
<tr>
<td>Bank Charges</td>
<td></td>
<td>2,991</td>
</tr>
<tr>
<td>Bad debts</td>
<td></td>
<td>-</td>
</tr>
<tr>
<td>CAPA Affiliation fee</td>
<td></td>
<td>30,453</td>
</tr>
<tr>
<td>CISA Affiliation fee</td>
<td></td>
<td>400</td>
</tr>
<tr>
<td>Donation</td>
<td></td>
<td>400</td>
</tr>
<tr>
<td>Professional Development</td>
<td></td>
<td>544</td>
</tr>
<tr>
<td>Computer Expenses</td>
<td></td>
<td>2,482</td>
</tr>
<tr>
<td>Policy project</td>
<td></td>
<td>4,000</td>
</tr>
<tr>
<td>Insurance</td>
<td></td>
<td>4,049</td>
</tr>
<tr>
<td>Lease Equipment (Photocopier)</td>
<td></td>
<td>22,069</td>
</tr>
<tr>
<td>Lease Equipment (Risograph)</td>
<td></td>
<td>900</td>
</tr>
<tr>
<td>Legal Expenses</td>
<td></td>
<td>-</td>
</tr>
<tr>
<td>Legal Expenses - Redfern Legal Centre</td>
<td></td>
<td>127,762</td>
</tr>
<tr>
<td>Merchandising</td>
<td></td>
<td>3,005</td>
</tr>
<tr>
<td>Office Amenities</td>
<td></td>
<td>2,416</td>
</tr>
<tr>
<td>Office Equipment (Non IT)</td>
<td></td>
<td>4,614</td>
</tr>
<tr>
<td>Postage &amp; Courier</td>
<td></td>
<td>104</td>
</tr>
<tr>
<td>Printing &amp; Stationery</td>
<td></td>
<td>10,572</td>
</tr>
<tr>
<td>Subscription</td>
<td></td>
<td>1,582</td>
</tr>
<tr>
<td>Translation Expenses</td>
<td></td>
<td>27</td>
</tr>
<tr>
<td>ATO Interest</td>
<td></td>
<td>-</td>
</tr>
<tr>
<td>Website Development</td>
<td></td>
<td>1,091</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td>227,461</td>
</tr>
</tbody>
</table>

| **Activities & Functions** |        |        |
| Activities & Functions |        | 14,689 | 11,172 |
| Campaigns |        | 17,187 | 14,963 |
| Long March Treaty Campaign |        | 24,999 | -      |
| Council Meeting Expenses |        | 15,592 | 5,394  |
| Councillor Conference Attendance (including airfares) | | 7,012  | 2,206  |
| O Week |        | 7,263  | 4,935  |
| **Total** |        | 86,742 | 38,670 |
### SYDNEY UNIVERSITY POSTGRADUATE REPRESENTATIVE ASSOCIATION

**STATEMENT OF COMPREHENSIVE INCOME**

**FOR THE YEAR ENDED 31 DECEMBER 2017**

<table>
<thead>
<tr>
<th>Note</th>
<th>2017</th>
<th>2016</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td><strong>Publications</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Calender</td>
<td>1,610</td>
<td>1,600</td>
</tr>
<tr>
<td>Information brochures / books</td>
<td>140</td>
<td>309</td>
</tr>
<tr>
<td>Philament Journal</td>
<td>5,000</td>
<td>91</td>
</tr>
<tr>
<td>Sundry</td>
<td>152</td>
<td>-</td>
</tr>
<tr>
<td>Survival Guide</td>
<td>13,089</td>
<td>10,795</td>
</tr>
<tr>
<td></td>
<td>19,991</td>
<td>12,795</td>
</tr>
<tr>
<td><strong>Total Expenditure</strong></td>
<td>1,614,247</td>
<td>1,390,966</td>
</tr>
<tr>
<td><strong>Income/ (Deficit) from ordinary activities</strong></td>
<td>(2,098)</td>
<td>(3,873)</td>
</tr>
</tbody>
</table>