

MINUTES OF THE MEETING OF THE COUNCIL OF THE
SYDNEY UNIVERSITY POSTGRADUATE REPRESENTATIVE ASSOCIATION
6PM, 09 AUGUST 2006 AT THE SUPRA OFFICES

Chair: Jenny Leong, President
Minutes: Rosemary Whitecross, Secretary

Present: Jenny Leong, Roozbeh Araghi, Richard Bailey, Mike Beggs, Jodie Coleman, Adrienne Jerram, Anthony Kachenko, Viktor Pysmensky, Rosemary Whitecross, Nick Kelly, Estelle Noonan

Apologies and proxies: Katherine Barnsley (proxy to Jodie Coleman), Mal Bozic, Lian Jenvey (proxy to Richard Bailey) Rita Lin, Christine Li, Wen Wen Liu, Aaron Qi, Philip Vahn, Gary Yu

In attendance: Jack Clegg (Postgraduate Fellow of Senate)

1. Acknowledgement of Country

2. Minutes of the Meetings of Council held on 12th and 19th July 2006

Motion: *THAT the Minutes of the Meetings of Council held on 12th and 19th July 2006 be accepted.* Moved: Rosemary Whitecross. Carried

3. Resignation from Council: Sophia Leon de la Barra

Motion: *THAT the resignation of Sophia Leon de la Barra from Council be accepted.*
Moved: Rosemary Whitecross. Carried.

4. Nominations for Councillors.

Nominations have been received for Nicholas Kelly and Estelle Noonan

Motion: *THAT Nicholas Kelly and Estelle Noonan be accepted as SUPRA Councillors.*

Moved: Rosemary Whitecross. Carried.

The Vice President will make certain that the Induction Day materials will be given to them.

5. Council vacancies

Motion: *That, in accordance with Section 6.18 (b) of the SUPRA Constitution:*

- *Nominations for two council vacancies be declared opened and be advertised on the website and included in the next e-grad.*
- *That the Secretary be appointed as the Returning Officer for the conduct of these elections and that the Council meeting appoint an assistant Returning Officer to assist with the ballot count.*
- *Nominations be received by the Secretary in writing from a Councillor, citing the nominee's name and student number, which is seconded in writing by another Councillor and accepted in writing by the nominee by 5pm, 23rd August 2006.*
- *That the election for these vacancies be conducted by secret ballot at the next SUPRA Council meeting and counted in accordance with Schedule 1 of the SUPRA Constitution.*

Moved: Rosemary Whitecross. Carried.

6. Office Bearer Reports

a) **President**

- VSU submission. Meeting of working party has now been held. Meeting tomorrow at 7.30 am with Chief Financial Officer, General Counsel, Postgrad Fellow, Registrar and President of SRC to discuss the status of our proposal. This is a starting point for discussions. We need as a Council to decide when to have the discussions on future membership and what that will mean. Next Senate Meeting 14th August. Planned Education Action Group meeting on Friday 11th at 1.00 pm to let people know what the Senate Action and National Day of Action should be focused on.
- Recommendation: That the President's stipend be continued at a maximum of 35 hours per week until the end of the year.
Motion: *THAT the President's report and recommendation be accepted.* Moved: *Roosbeh Araghi.* Carried.

b) **Vice President**

- Postgraduate Inductions have been great ways of reaching new students.
- The Planning Day put SUPRA on track and helped us focus. If people have any more ideas for activities, please let the Vice President know.
- Minimum Resources Campaign. We will be targeting coursework students outside classes. We need ideas about how to target research students. We will distribute eXpress alerts with the surveys.
- eXpress alert will include Tuesday night talks and other activities.
- Recommendation: That the Vice President's maximum stipended hours be maintained at 21 per week for the next month.
Motion: *THAT the Vice President's report and recommendation be accepted.* Moved: *Jodie Coleman.* Carried.

c) **Secretary**

- Apparently the second semester new enrolments joining student organizations was about 5% overall. Many people who wanted to join were not able to even find out how to do so. Jack Clegg reported that SRC/SUPRA apparently got almost as many memberships as USU and SU Sport combined. The 'Opt Out' option for student organizations at enrolment may be back on the table.
- Recommendation: That the Secretary's maximum stipended hours be maintained at 14 per week for the next month..
Motion: *THAT the Secretary's report and recommendation be accepted.* Moved: *Anthony Kachenko.* Carried.

It was noted that the Secretary will be absent from 28th August to 7th September. Council deferred to AFC the logistics of covering the position in her absence.

d) **Treasurer**

- Staff entitlement money has been received from the University and adjusted entitlements of \$239,238) will be transferred to the NEST Fund shortly.
- Amend Treasurer's report (third paragraph) to read "These figures are well in line with our budgeted expenditure and should provide us with ample monies for scheduled events during the remainder of 06. Based on actual expenditure to the end of July, we are currently running at a balance of \$334,935.19."
- For the next meeting, an amended budget will be prepared to reflect known expenses and projected expenses for the balance of 2006 including expenses for activities.

Recommendations

1. That SUPRA Council endorse the spending of up to \$350 for a table tennis table.

2. That SUPRA Council gives the Treasurer authority to forward the tabled letters to Janet Lee, Linda Renz, Gigi Wong and Ted Seng [former office bearers and staff of SUPRA] regarding questionable expenses incurred during the 2005 calendar year.

3. That SUPRA Council endorses the wine night as part of the SUPRA semester 2 scheduled events (\$1400).

4. That the Treasurer's maximum stipended hours be maintained at 7 per week for the next month.

Motion: *THAT the Treasurer's report and recommendations be accepted.* Moved Roozbeh Araghi. Carried.

Amended motion: *THAT the Treasurer in consultation with the Vice President to purchase a table tennis table and necessary cover up to \$500.00. Discuss logistics and hours of use and regulations.* Moved Anthony Kachenko. Carried.

It was noted that there may be cheaper options for the wine night and these will be pursued.

7. Equity Officer Reports

a) Women's Officer

- The Vice President noted that the Women's Officer has done a huge amount of work on VSU and other matters. Thanks were expressed to the Women's Officer.
- Amend motion to read
- Recommendation: *That council approve the spending of up to \$30 for a speaker's gift for the SUPRA/SUN Indigenous Women in Education event to be held on the 21st of August and up to \$100 for our contribution to the hire of the venue.*
- Recommendation: That the Women's Officer's maximum stipended hours continue at 7 per week for the next month.

Motion: *THAT the Women's Officer's report and recommendations be accepted.*

Moved: Rosemary Whitecross. Carried.

b) International Officer

Motion: *THAT the International Officer's report be accepted.* Moved: Adrienne Jerram. Carried.

c) Queer Officer

Motion: *THAT the Queer Officer's report be accepted.* Moved Nick Kelly. One abstention. Carried.

- d) Motion: *THAT decisions on stipended hours for the International Officer and the Queer Officer be deferred to AFC. The Officers should apply to AFC with details of what they will be doing in the next month.* Moved: Adrienne Jerram. Carried.

It was noted that receiving 7 hours a week stipend means organising events, convening network meetings and participating in activities at a higher level.

8. Director of Publications Report

- Survival Manual. Text should be ready to go within a week. Can be progressively put up on website.
- New digital camera – the log book and guidelines for use are with Anne.
- Recommendation: That the title be changed from Director of Publications to Publications Officer and all relevant policies be changed to reflect this.
- Recommendation: That the Publications Officer's maximum stipended hours be maintained at 14 hours per week.

Motion: *THAT the Director of Publications report and recommendations be accepted.*
Moved Jodie Coleman. Carried.

9. Election of SAAC Convenor/Education Officer in accordance with Section 15 (b)-(d) of the SUPRA Electoral Regulations, as under:

Nomination received from Richard Bailey as SAAC Convenor.

Motion: *THAT Richard Bailey vacate the role as PASC Convenor (and take on minimum duties in the Publications Officer role) and be appointed as SAAC Convenor.* Moved Roozbeh Araghi. Carried.

Council referred to PAC the renaming of the Education Officer etc.

10. SUPRA Committees

Motion: *That Council appoints Nick Kelly, Rita Lin (subject to confirmation with her) and Estelle Noonan to PASC.* Roozbeh Araghi. Carried.

Motion: *THAT Council accept the minutes of the Administration & Finance Committee Meeting held on 18th July 2006.* Moved: Rosemary Whitecross. Carried.

The meeting of 25th July will not be considered an AFC meeting, but a reporting to Council from the President. The President, in consultation with Richard Bailey, Katherine Barnsley and the Secretary signed off on cheque for \$46,847 to the Taxation Department for the June quarter BAS payment and also the Workers Compensation payment cheque for \$1063. The Treasurer will amend the Financial Management Policy in relation to these types of payments and send it to PAC for finalisation

Motion: *THAT Council accept the minutes of the Policy Advisory Committee held on 28th July 2006.* Moved: Jodie Coleman. Carried.

We will endeavour to get the Minimum Resources Policy online.

Council grants leave of absence to Jodie Coleman from 21 August for one month and delegates PAC to appoint an acting PAC officer.

Motion: *THAT Council accept the minutes of the Publications, Activities & Services Committee held on 2nd August 2006.* Moved: Richard Bailey. Carried.

Motion: *THAT Council notes the report of the Social Awareness & Action Committee meeting held on 1st August 2006.* Moved: Richard Bailey. Carried

11. Proposed constitutional changes, post VSU

A document with proposed changes highlighted, including the changes passed at the May AGM (prepared by the University's General Counsel) was circulated. PAC recommends that changes marked and Reserve Powers be recommended to a General Meeting. The President requested that Council wait until after a meeting with the University administration tomorrow.

12. SUPRA Postgraduate Conference 28th-29th September 2006

Motion: *THAT Council agrees to the employment someone at a Level 4 position, 2-3 days a week to coordinate the conference. The logistics of this will be delegated to AFC, with a cap of \$3,500. Money is set aside in the budget for workshops and social functions. Also that we have an advisory committee of councillors.* Moved: Jenny Leong. Carried.

13. Events for Semester 2, 2006

- Programme drawn up from Induction & Planning Day.
- Some activities are still at the draft discussion stage.
- We have not planned much in the way of social functions. We can look at this in conjunction with the Union's postgrad forums – in Union space.
- We will compile a roster of postgrad classes to go visit with the Minimum Resources Survey, set up a SAAO stall outside, etc.

13. Stipends

Motion: *That stipended rates be set at the following maximum hours for the next month in accordance with the SUPRA Stipends Policy which requires the submission of a timesheet documenting the number of hours work:*

<i>President:</i>	<i>up to 35 Hours</i>
<i>Vice President:</i>	<i>up to 21 Hours</i>
<i>Secretary:</i>	<i>up to 14 Hours</i>
<i>Treasurer:</i>	<i>up to 14 Hours</i>
<i>Equity Officers:</i>	<i>up to 7 Hours</i>
<i>Committee Convenors:</i>	<i>up to 3 hours</i>
<i>Committee Officers:</i>	<i>up to 7 Hours</i>

Moved: Jenny Leong

Counter-posed motion: *THAT all office bearers unless otherwise applied for get the minimum stipend. Because of the confusion, Council will allow office bearers not present at this meeting to make a case for a higher stipend to the next AFC meeting. The Secretary will communicate to those people not present this decision and undertake to provide the Finance Manager a copy of minutes when stipends change.* Moved Roozbeh Araghi. Carried

13. Other Business

Postgraduate coursework fees are not set at the beginning of a degree and can go up during the course of degree. (This is in the Minimum resources survey). A question will be asked at the next Senate/SUPRA meeting for the university to provide postgraduate coursework fees over last few years and details of how fees are set. This will be pursued with the Registrar or the Postgraduate Coursework Sub-Committee. Adrienne Jerram will draft a letter for PAC.

14. Next Meeting: Thursday 14th September 2006 at 6.00 pm.