

**MINUTES OF THE MEETING OF THE COUNCIL OF THE SYDNEY UNIVERSITY  
POSTGRADUATE REPRESENTATIVE ASSOCIATION HELD AT 6PM, THURSDAY  
9<sup>TH</sup> NOVEMBER 2006 AT THE SUPRA OFFICES**

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

**Present:** Jenny Leong, Roozbeh Araghi, Richard Bailey, Fleur Beaupert, Jodie Coleman, Lian Jenvey, Adrienne Jerram, Anthony Kachenko, Nick Kelly (from 7.15 pm), Estelle Noonan, Katy O'Connor, Emily Stewart, Rosemary Whitecross

**1. Acknowledgement of Country.** The President acknowledged that we were meeting on the land of the Gadigal people of the Eora Nation, and offered our respects to them and their elders.

**2. Apologies and proxies:** Katherine Barnsley (proxy to Jodie Coleman), Mal Botic, Michael Beggs (proxy to Roozbeh Araghi), Leona Oliver, Viktor Pysmensky, Nelson Yin, Jack Clegg, Roni Demirbag

**3. Minutes of the Meetings of Council held on 11<sup>th</sup> and 26<sup>th</sup> October 2006**

Motion: *THAT the Minutes of the Meetings of Council held on 11<sup>th</sup> and October 2006 be accepted.* Moved: Rosemary Whitecross. Carried

**4. Nominations for Councillors.**

Nominations have been received for Jack Clegg, Roni Demirbag, Kate O'Connor and Emily Stewart

Motion: *THAT Jack Clegg, Roni Demirbag, Kate O'Connor and Emily Stewart be accepted as SUPRA Councillors.* Moved: Rosemary Whitecross. Carried

**4a. Resignation from Council:**

Motion: *THAT the resignation from Council of Katy Fernandez be accepted.* Moved: Rosemary Whitecross. Carried

**5. Office Bearers Reports**

**a) President**

- The Membership Plan is still in progress. We are trying to work out how to contact students before the beginning of next semester. The Administration Officer is working on the database and we can now send personalised e-mails.
- The President acknowledged the amount of work Jack Clegg has done as Postgraduate Fellow of Senate for the past two years. The President has met the incoming Postgraduate Fellow of Senate, Norman Chan, who is also keen to be involved with SUPRA and may attend the EGM on 16 November.

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

**b) Vice President**

- Staff members of the University are increasingly becoming aware of SUPRA and what it does.

- Recommendation: THAT the Vice President's maximum stipended hours be maintained at 21 per week for the next month, for both myself and whomever is appointed as Acting Vice President. That the Acting President be able to claim 35 hours a week for the first fortnight of December

Motion: *THAT the Vice President's report with recommendation on Vice President's stipend (not acting President) be accepted.* Moved: Rosemary Whitecross. Carried.

Postgraduate Entitlement Policy. The President noted that it has been very useful to give reports from the survey to University meetings

### c) Secretary

- Recommendation: That the Secretary's maximum stipended hours be maintained at 14 per week for the next month.
- Motion: *THAT the President and Secretary write to the Councillors who have not fulfilled the Council and Committee attendance requirements, quoting Sections 6.16 and 7.9 of the constitution, advising that the matter will be discussed at the next meeting of Council and their positions might be declared vacant.* Moved: Jenny Leong. Carried.

Motion: *THAT the Secretary's report and recommendation be accepted.* Moved: Anthony Kachenko. Carried.

### d) Treasurer

- **Draft Budget for 2007** (tabled). We are still in discussion with the University re in-kind support, particularly printing.  
There has been no commitment yet from the university for 2008 onwards.  
\$80-100000 surplus left over from 2006. This would cover additional staff entitlement money.  
The letter from the Registrar to the Chief Financial Officer indicates that in-kind support and payments will be released at intervals during the year. The SRC President and SUPRA President have e-mailed the Administration to follow it up.  
Possible savings might be :
  - Audit. The Finance Manager is drafting letter to major accounting firms to see if they are interested in doing a pro bono or reduced cost audit.
  - CAPA affiliation fee – may cost us either a much less fee or nothing.
  - Staff travel, etc.
  - Functions and campaigns.
 The Treasurer proposed that it be accepted as a draft budget based on the current in-kind situation and with 2 Student Advice and Advocacy Officers and that it be sent to AFC for further consideration.
- Recommendation: THAT the Council maintains the Treasurer's stipend at a maximum of seven hours per week.

Motion: *THAT the Treasurer's report and recommendations (including the draft budget above) be accepted.* Moved: Roozbeh Araghi. Carried.

## 6. Equity Officer Reports and Updates

- a) **Women's Officer:** Noted

#### **b) International**

- After 28<sup>th</sup> November, planning a film night and a meeting for international students. Lian volunteered to help Rita to organise a film night and also the network meeting.
- May be better to organise to have it in the SUPRA office.
- Recommendation: THAT the Council approves an increase in the International Officer's Stipend to a maximum of 7 hours a week.

Motion: *THAT the International Officer's Report be accepted with the recommendation contained therein.* Moved: Adrienne Jerram. Carried.

#### **d) Queer**

- One of the attendees at the Stonewall screening was very keen on helping organise things for SUPRA.
- Queer international online survey going slowly. It has only just sent to the CAPA list. Will be included in the next e-grad.
- The Vice President suggested more queer students might access resources (e.g. books) in the Queer Space or Fisher Library rather than the SUPRA Resource Room.
- Recommendation: THAT SUPRA investigates the acquisition of resources to help queer students
- Recommendation: THAT the Queer Office stipend be maintained at a maximum of 7 hours per week until the next meeting.

Motion: *THAT the Queer Officer's report and recommendations contained therein be accepted.* Moved Jodie Coleman. Carried.

#### **7. Publications Officer's Report**

- If anyone is interested in writing for the Connect edition of eXpress, please contact Richard.
- Estelle Noonan will contact a Professional Writers group and suggested Rita Lin could contact the Media and communications group ask them to contact Richard.
- Recommendation: THAT the Publications Officer's stipend be maintained at a maximum of 19 hours a week. This will be needed as the Connect eXpress workload increases and we look at the Survival manual, Thesis Guide and further fact sheets.

Motion: *THAT the Publications Officer's report and recommendation be accepted.* Moved Estelle Noonan. Carried.

#### **8. Election of Acting President and Vice President during the President's Leave of Absence in December 2006 and January and February 2007 in accordance with Sections 6.9-6.11) of the SUPRA Constitution, as under:**

Motion: *THAT Council invoke section 6.9 of the Constitution and that the Vice President be the Acting President for the period 4<sup>th</sup> December 2006 to end February 2007.* Moved: Jenny Leong. Carried.

The Vice President advised that he might not be available in February.

The Secretary was agreed as Returning Officer for the election of an Acting Vice President. The Returning Officer asked for nominations, and nominations were received from Jodie Coleman and Lian Jenvey

Motion: *THAT Jodie Coleman be appointed as Acting Vice President for the period 4<sup>th</sup> December 2006 to end February 2007.* Moved: Rosemary Whitecross. Carried.

#### **9. Office Bearer's stipends and reports**

Motion: *That AFC be delegated to redraft the Stipends Policy and procedures for setting stipends with the following directives:*

- *that stipends for positions should be re-evaluated at most 3 times a year, except in extraordinary circumstances*
- *that stipends for Equity Officers be set at 7hrs a week or 0.*
- *that the closure of the office during the Christmas/New Year period and the implications of this for stipend purposes be dealt with*
- *that levels of stipends over the non-semester (and summer school) period be re-evaluated*
- *that a template for office bearer reports be developed*

*That this new policy and procedures be sent to all councillors before the next Council meeting and on the approval of Council that they are made effective from that meeting onwards.*

Moved: Roozbeh Araghi. Carried.

#### **10. SUPRA Committees**

Motion: *That Council appoints Katy O'Connor to the Policy Advisory Committee and Emily Stewart to the Policy Advisory Committee and delegates to AFC the appointment of Jack Clegg and Roni Demirbag to committees.* Moved: Jodie Coleman. Carried.

Motion: *THAT Council accept the minutes of the Administration & Finance Committee Meetings held on 18<sup>th</sup> and 31<sup>st</sup> October 2006.* Moved: Rosemary Whitecross. Carried.

Motion: *THAT Council accept the minutes of the Policy Advisory Committee Meetings held on 30<sup>th</sup> October 2006.* Moved: Jodie Coleman. Carried.

#### **11. Council and Committee Meeting Times**

Deferred to the December Council Meeting.

#### **12. SUPRA Postgraduate Conference 28<sup>th</sup>-29<sup>th</sup> September 2006 – Report**

- The Conference Report will be sent to Councillors – please send any e-mail feedback to the President.
- There were difficulties with catering. If alcohol is being served outside our building we need a licence.
- The total cost was about \$12,000. About 110 people attended. Over 30 people presented and there were 12 facilitating sessions. It was felt that this was a

reasonable number for an initial conference. The cost per person for larger numbers would be less.

- We will try to build on success and establish a committee at the beginning of 2007 for next year's conference, and try to make it as professional as possible. It was noted that there would be Council elections before the conference happened. It was hoped that if 5 months work had been done on it, a new Council would continue with it.
- Attendance could have been higher but was enthusiastic and feedback was very good.
- The fact that it was free was well received.
- The conference overcame some of the 'distance' problems for students.
- Political forums were well received.
- It can be promoted at O-week.
- It raised SUPRA's profile.
- There were lots of 'lightbulb' moments – realising that there was common interests, etc. Puts us in a great position to promote SUPRA to the university, building the profile of the student experience and the university.
- People were able to meet people from own faculty and share experiences and difficulties. Part-time students were able to interact with others.
- The Publications Officer set up a reading group with people met at conference
- If starting preparations for the next conference at the start of year, how do we decide between applications for speakers – would we need a review process?
- We should try to get some of the small departmental conferences included in the SUPRA conference.
- We should consider international students more. Include more for them and advertise widely.
- No reason we couldn't have it earlier in the year.
- Thanks were expressed to Amrita Dasvarma and Anne Coates for preparing the report and in getting the conference happening.

### **13. Appointment of delegates to the Annual Council Meeting of the Council of Australian Postgraduate Associations**

Motion: *THAT SUPRA sends Katherine Barnsley as a delegate to the CAPA Conference. That Council approve up to \$650 for flights, registration and other transport costs. That Council endorse Katherine Barnsley and Roozbeh Araghi to act as the SUPRA delegate.* Moved Roozbeh Araghi. Carried.

### **14. Other Business**

- a) Donation of money from Travel Concession case. There were 3 students left in the anti-discrimination case. One who won offered to donate his \$899 compensation to SUPRA.
- b) Motion: *THAT Fleur Beaupert be granted leave of absence from 24<sup>th</sup> November to 29<sup>th</sup> January.* Moved: Rosemary Whitecross. Carried.

The meeting closed at 8.45 pm.

**Next Meeting:** Wednesday 13<sup>th</sup> December 2006 at 6.00 pm.