



## **AGENDA**

### **Council Meeting:**

Wednesday, 18th of March 2015

2:30pm

#### **MEETING DETAILS**

**Venue:** Union Meeting Room Hawthorn (UN413)  
**Chair:** Brendan Spackman-Williams (President)  
**Minute-taker** Scott Morgan (General Secretary)

#### **ATTACHED DOCUMENTS**

1. SSU Council Meeting 13-02-2015 Unconfirmed Minutes
2. Swinburne Student Union - 2015 Education Conference Tender
3. Swinburne Education Action Network Proposal
4. Swinburne Education Action Network Terms of Reference
5. Position Description - Bar Supervisor  
Council Member Reports

## 1. MEETING OPEN:

*Meeting opened by Brendan Spackman-Williams (The Chair) at 2:40pm. The meeting is quorate.*

### **Contemplation:**

Council will observe 1 minute of silence for contemplation.

### **Acknowledgement of Country:**

The SSU Council respectfully acknowledges the traditional owners of this land, the Wurundjeri people of the Kulin Nation. Council honours their elders past and present and recognises that this always was and always will be Aboriginal land.

## 2. ATTENDANCE:

### **Present:**

PRESIDENT	Brendan Spackman-Williams
EDUCATION OFFICER	Anthony Osborne
GENERAL SECRETARY	Scott Morgan
WELFARE OFFICER	Joshua Briers
HAWTHORN CAMPUS CHAIR	Ben Jackson
WOMEN'S REPRESENTATIVE	Tori Pearce
CLUBS & ACTIVITIES OFFICER	Tohiora Kuru
EDUCATION – ACADEMIC AFFAIRS OFFICER	Suzanne Byron
EDUCATION – PUBLIC AFFAIRS OFFICER	Tanja Schindler
ENVIRONMENT/SUSTAINABILITY OFFICER	Cliff Warren
DISABILITY REPRESENTATIVE	Michael Samarin
POSTGRADUATE REPRESENTATIVE	Caitlin Bruty
QUEER REPRESENTATIVE	Lee Taube (Arrived 2:47pm)

### **Vacancies:**

WANTIRNA CAMPUS CHAIR  
CROYDON CAMPUS CHAIR  
INDIGENOUS REPRESENTATIVE

### **Apologies:**

### **Absent without apology:**

INTERNATIONAL REPRESENTATIVE	Pavithra Ramamurthy
TAFE/APPRENTICESHIP REPRESENTATIVE	Angus Langford
GENERAL REPRESENTATIVE	Emily Mineo
GENERAL REPRESENTATIVE	Hayley Rudd
GENERAL REPRESENTATIVE	Joshua Fernandez

### **Observers:**

EXECUTIVE OFFICER	James Searle
VICE PRESIDENT, QUEER COLLECTIVE	Jordan Janssen
	Abigail Michell

### 3. ACCEPTANCE OF APOLOGIES:

*No apologies have been received.*

### 4. ACCEPTANCE OF AGENDA:

That the agenda be accepted in its current form.

- Mover: *Morgan*
- Seconder: *Briers*

*Carried Unanimously*

### 5. ACCEPTANCE OF PREVIOUS MINUTES:

The recorded minutes of the Council meeting held 13<sup>th</sup> February 2015 are a true and accurate reflection of the meeting and should be published on the Union's website.

- Mover: *Morgan*
- Seconder: *Spackman-Williams*

*Carried (2 Abstentions)*

## 6. GENERAL BUSINESS:

- Swinburne Bookshop Collective

*Procedural (Morgan): Straw poll of those in support of the proposal as outlined by James Searle.*

**Unanimous Support**

- Sponsorship

*Procedural (Morgan): To move to hear motion 8.*

**Carried Unanimously**

- Bar Shift Supervisor
- National Day of Action

## 7. NOTICES OF MOTION:

*Chair passed to Education Officer 3:57pm*

### 1. Notice of Motion No. 1

#### **NUS Edcon Tender**

- Mover – Spackman-Williams
- Seconder – Osborne

#### ***Preamble:***

The National Union of Students Education Conference is run every year during the Universities Australia common week in July for the purpose of bringing student activists and representatives from across the country together. The conference touches on the sector issues itself as well as campaigns and student organisations.

It is not know the last time the event was held in Victoria as it is typically held interstate given the end of year National Conference is held in Victoria each year.

As discussed in the previous Council meeting a tender process was underweight and a tender has been submitted for the Student Union attached.

The NUS National Executive will assess all tenders and make a decision in late March.

#### ***Motion:***

That the Student Council endorse the tender submitted to NUS by the Education Officer and President.

That the President and Education Officer be the key contacts for NUS though out the tender, application and conference period.

***Carried (1 against, 1 abstention)***

*Chair passed to President 4:11pm*

## **2. Notice of Motion No. 2** **SSU Education Board**

- Mover – Osborne
- Seconder – Byron

### ***Preamble:***

The SSU Education Board is the peak body in the union in relation to education policy. As such, there are a few members of the Union Council who do need to be members due to their portfolios. Council can appoint people to the Education Board under the Constitution, subclause 35.1) i) which relates to Council being able to appoint people through absolute majority.

Education Board also has representatives from each of the faculties. It is important that we have representation from all areas of Swinburne, including the TAFE schools, NICA, Swinburne Online, Swinburne College, and Universities Australia – Swinburne. Expressions of Interest will be sought by interested individuals, for which the Education Officer will then make recommendations to the SSU council to appoint.

*Amendment (Spackman-Williams): To remove names from motion, leaving only positions.*

**Amenable to mover and seconder**

### ***Motion:***

That the Education Academic Affairs Officer, Education Public Affairs Officer, and International Representative be made voting members of the Education Board.

***Carried Unanimously***

### ***Motion:***

That Expressions of Interest (EOI) be opened for student representatives from each faculty:

- University
  - Faculty of Business and Law;
  - Faculty of Health, Arts, and Design;
  - Faculty of Science, Engineering, and Technology;
- TAFE
  - Centre for Business, Design, and ICT;
  - Centre for Engineering, Technology, and Trades;
  - Centre for Health, Science, and Community;
- General
  - Swinburne Online;
  - National Institute of Circus Arts Australia;
  - Swinburne College;
  - Universities Australia – Swinburne (online).

EOI's are to be sent to the Education Officer Anthony Osborne via email.

Notice for the below dates and details shall be given via the Union's web presence, an email to members and notices placed on each campus by Friday 20<sup>th</sup> March.

EOI open on Monday 23<sup>rd</sup> March

EOI close on Friday 3<sup>rd</sup> April

After close of nominations, the Education Officer, Education Academic Affairs, and Education Public Affairs will form a panel to shortlist applications for interview if required. The panel will then make recommendations to the next Council meeting for approval.

**Carried Unanimously**

### **3. Notice of Motion No. 3**

## **Swinburne Education Action Network (SEAN)**

- Mover – Osborne
- Secunder – Byron

#### ***Preamble:***

Education Action Groups and Networks operate at other universities to facilitate discussion around education issues. They also organise a student union's involvement in education rallies.

#### ***Motion:***

That the SSU Council approves the proposal for the Swinburne Education Action Network.

**Carried Unanimously**

#### ***Motion:***

That the SSU Council adopts the Term of Reference for the Swinburne Education Action Network.

**Carried Unanimously**

*Procedural (Spackman-Williams): That motions 5, 6, and 7 be heard.*

**Carried (1 Against)**

### **4. Notice of Motion No. 4**

## **UniBar Bar Supervisor**

- Mover – Byron
- Secunder – Briers

#### ***Preamble:***

To ensure professionalism and accountability in our bar events, it is desirable that at least one of the staff running the bar be a paid Student Union employee. The proposed Bar Supervisor role would manage the volunteer team, ensure a professional image is portrayed, manage cash reconciliation and perform stocktakes and inventory management.

This would also have the advantage of showing the University that we are serious about running the bar as an ongoing concern, and would assist us in our negotiations.

The proposal is to hire a Bar Supervisor for the remainder of Semester 1. The cost would be approximately \$1,175. There is approximately \$3,000 available in the Executive Officer wage budget line due to the EO commencing three weeks later than was budgeted. The proposal is to over-spend the student casual budget line and under-spend the Executive Officer budget line, resulting in a net surplus. If the decision is made to retain the role in Semester 2, another discussion would need to be had in relation to which budget line to source the funding from.

*Amendment (Spackman-Williams): That the 9<sup>th</sup> April is removed from the position description as per current event schedule.*

**Amenable to mover and seconder**

**Motion:**

That the position description for Bar Supervisor be approved and that the Executive Officer is authorised to recruit a bar supervisor to commence on Thursday 9th April, until Thursday 13th May, with the position to be reviewed before the beginning of Semester 2.

**Lost (4 for, 4 against, 2 abstentions)**

**5. Notice of Motion No. 5**

- Mover – *Taube*
- Secunder – *Jackson*

*Procedural (Morgan): To suspend standing orders to discuss this motion.*

**Carried (1 against)**

*Procedural (Spackman-Williams): To return to standing orders.*

**Carried (Unanimously)**

**Preamble:**

In 2014 the Women's Collective and the Queer Collective received \$3,000 of funding for the year each. This is very small compared to other universities. In 2015, the funding was cut to \$2,500 per year each. The \$1000 that was taken from these collectives was reallocated to the Welfare budget for the reason that these collectives must go through the Welfare representative to receive those funds in the spirit of collaboration. If the union values these autonomous collectives, why then must they go through another department? In the future the person in that position could be a queerphobic misogynist and thus these groups could not access the funds. It is vital for both of these collectives that they remain autonomous, and it is highly problematic to expect these collectives to beg for money from another department. Both collectives are vibrant and active, providing a great deal of good will towards the union and improving the image of the union as a whole.

*Amendment (Spackman-Williams): To instead amend funding to collectives as follows:*

Welfare Collective	\$3000
Queer Collective	\$3000
Women's Collective	\$3000
Disability Collective	\$2000
Sustainability Collective	\$2000
Indigenous Collective	\$1000

**Amenable to mover and seconder**

**Motion:**

The current budget is amended so that the welfare collectives receive funding as per the amendment above. These funds are to be returned from the Welfare budget. This amendment to the budget is the responsibility of the General Secretary of SSU.

**Carried (3 against, 3 abstentions)**

**6. Notice of Motion No. 6**

- Mover – *Taube*

- Secunder – *Briers*

**Preamble:**

The Swinburne Student Union is largely underfunded. As a result the union cannot reach its potential and services are limited due to this. Relying entirely on a SSAF agreement is not sustainable and not logical if we want to meet the goals of the union. If the union is to grow, we need external funding. This funding can be used for increasing the hours of the non-executive representatives, thus increasing the ability of each representative to actually accomplish the duties of their portfolio. The duty of seeking sponsorship falls to the Executive Officer.

*Amendment (Briers):* To redact the text of the motion as follows “for the purposes of funding increased hours of non-executive SSU representatives from 10 hours per week to 15 hours per week”

**Carried (2 against)**

*Amendment (Byron): That the motion read:* That a sponsorship committee is developed to create an action plan for the following year and the future, which will be submitted at the next council meeting. Elected Representatives can volunteer for this committee to work with the Executive Officer. To remove from the motion that this is the responsibility of the General Secretary.

**Failed (2 against, 8 abstentions)**

*Amendment (Taube):* To remove the General Secretary from the preamble and motion.

**Amenable to mover and secunder**

**Motion:**

The Executive Officer of the Swinburne Student Union is to approach at least five potential external sponsors for at least \$5000 each, by the next council meeting and report back to council on the outcomes.

**Failed (5 against, 3 abstentions)**

**7. Notice of Motion No. 7**

- Mover – *Taube*
- Secunder –

**Preamble:**

10 hours is an unreasonable amount of hours for representatives to do the work they are assigned in their portfolios. While the union is currently unable to fund extra hours if sponsorships are sought and obtained it could be funded. For 18 representatives, that becomes an additional amount of \$24,804 per annum if representatives work their entire allotment of hours at the current rate of honorarium.

**Motion:**

Remunerated hours be increased to at least 15 hours a week for all non-executive representatives.

**Motion deferred**

*Meeting returns to motion 4 as per agenda.*



### **8. Notice of Motion No. 8**

- Mover – *Pearce*
- Secunder – *Taube*

#### ***Preamble:***

Section 15.4 of the standing orders prevents members of the committee engaging in open discussion and debate of motions in meetings – it is unreasonable to expect all members to have discussed each motion with all other members prior to a meeting and for all possible points regarding a motion to have been brought up. It prevents members from adding further to the discussion when other members bring up issues that they had not thought of in meeting. Discussion and debate is vital to democratic governance of the union, despite the occasional tedium of debate and the length of time it can take. While section 15.4 does prevent a single person from dominating a discussion, it is not conducive to democracy and thus not in accordance with the guiding principle that we all act in good faith. Section 15.4 currently reads;

“Except when Standing Orders are suspended, no Member shall speak more than once to any question, except that the mover of a motion (but not an amendment) shall have right of reply, which shall close debate. An amendment shall constitute a second question from the original motion and from any other amendment.”

#### ***Motion:***

To amend section 15.4 of the standing orders to read;

“The mover of a motion (but not an amendment) shall have right of reply, which shall close debate. An amendment shall constitute a second question from the original motion and from any other amendment.”

***Lost (8 for, 1 against, 4 abstentions)***

*Meeting returns to General Discussion as per agenda.*

**9. Notice of Motion No. 9**

- Mover – *Pearce*
- Secunder – *Taube*

***Preamble:***

New committee members need to be better educated on how the budget works and why their departments are funded the way they are. The budget section of the orientation was a mere 15 minutes. This is not enough explanation for those that don't have prior experience with budgeting for companies and organisations.

Representatives are expected to ask questions when they don't understand things, but when someone is completely uneducated on a topic they don't always know what they have misunderstood. A reasonable sounding budget that actually harms the Union could easily go over their head. Abstaining on the budget motion would make no difference because then the vote of the uneducated person is lost and it does not prevent disruptive interests from influencing the budget.

***Motion:***

The new budget for each year may not be rushed through to a vote. It needs to be distributed to all committee members a minimum of two weeks before the meeting in which it is to be voted on.

***Motion:***

As part of the induction/orientation of new council members there must be a minimum of 30 minutes spent educating new committee members on the union's budget and finances, covering both the overall budget for the union as well as budget management for individual departments.

***Motion Deferred***

**10. Notice of Motion No. 10**

- Mover – *Pearce*
- Secunder – *Taube*

***Preamble:***

Multiple Departments received changes to funding in the 2015 budget, and the changes were made without consultation to the representatives of those departments prior to the budget being proposed. Several committee members misunderstood the motivation behind the restructuring of funds as there was some miscommunication. This misunderstanding prevented some members of the committee from being able to articulate informed opinions in the meeting.

***Motion:***

If a budget is to change the funding for any department, the representatives of that department must be consulted prior to the budget being distributed to the committee so the representative of the department involved has a solid understanding of why their department's funding is changing and they have the option to object or suggest more appropriate changes prior to the budget being finalised to the point that it is deemed ready to be voted on.

***Motion Deferred***

## 8. OTHER BUSINESS

### Notice of Motion

#### Remuneration Panel

***Motion:***

That the Education Academic Affairs Officer be appointed as the rotating Council member on the Remuneration Panel until the next Council meeting.

***Carried Unanimously***

### Notice of Motion

#### Next Council meeting

- Mover – *Morgan*
- Seconder – *Briers*

***Motion:***

That the next Council meeting be held at 2:30pm, Wednesday 15<sup>th</sup> April at the Hawthorn Campus.

***Carried (1 abstention)***

## 10. MEETING CLOSED:

***Meeting closed by Brendan Spackman-Williams (The Chair) at 5:29pm.***