



AGENDA

Council Meeting:

Monday, 17th of February 2014

2:00pm

MEETING DETAILS

Venue: Union Meeting Room Hawthorn (UN413)
Chair: Joshua Fernandez (President)
Minute-taker Brendan Spackman-Williams (General Secretary)

ATTACHED DOCUMENTS

- Old Clubs Manual
- Proposed Club Regulations
- Gender Neutral Bathroom Report
- Draft Minutes of Council Meeting held 20th January 2014
- Council Member Reports

1. MEETING OPEN:

Meeting opened by Joshua Fernandez (The Chair) at 14:09.

Contemplation:

Council observed 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	Joshua Fernandez
EDUCATION OFFICER	Joshua Briers
GENERAL SECRETARY	Brendan Spackman-Williams
WELFARE OFFICER	Amie Watson
HAWTHORN CAMPUS CHAIR	Caitlin Bruty
QUEER REPRESENTATIVE	Lee Taube
WOMEN'S REPRESENTATIVE	Linda Kenyon
CLUBS & ACTIVITIES OFFICER	Salman Arif
UNDERGRADUATE REPRESENTATIVE	Sumbula Ahmad
ENVIRONMENT/SUSTAINABILITY OFFICER	Lauren Kehoe
PART-TIME REPRESENTATIVE	Scott Morgan

Vacancies:

WANTIRNA CAMPUS CHAIR
INDIGENOUS REPRESENTATIVE
DISABILITY REPRESENTATIVE
POSTGRADUATE REPRESENTATIVE

Apologies:

INTERNATIONAL REPRESENTATIVE Fahad Bokhari

Absent without apology:

MATURE-AGED REPRESENTATIVE	Simon Moore
TAFE/APPRENTICESHIP REPRESENTATIVE	Michael Stuart
CROYDON CAMPUS CHAIR	Sahar Ashoor

Observers:

Ben Jackson (Until 2:43 PM)
Ade Adeniyi (From 2:19 until 3:06)
Matthew Latham (From 3:09)

3. ACCEPTANCE OF APOLOGIES:

That Council accepts the apologies of the International Representative. All other Council members not present will be marked as absent.

- Mover: *Spackman-Williams*
- Secunder: *Fernandez*

Carried Unanimously

4. ACCEPTANCE OF AGENDA:

That the agenda be accepted in its current form. Any amendments to its layout should be suggested here.

Two additional motions have been included that are being moved by the Queer Representative. Due to extraordinary circumstances and a miscommunication on behalf of the General Secretary they were unable to be included in the original agenda.

Additionally, changes were made to By-Election dates.

- Mover: *Spackman-Williams*
- Secunder: *Bruty*

Carried Unanimously

5. ACCEPTANCE OF PREVIOUS MINUTES:

The recorded minutes of the Council meeting held 20th January 2014 are a true and accurate reflection of the meeting and should be published on the Union's website.

- Mover: *Spackman-Williams*
- Secunder: *Fernandez*

Carried (1 Abstention)

6. ACTIONS FROM PREVIOUS MEETINGS:

- SSAF Agreement
 - President and General Secretary
 - Council Agreed (8 for, 2 against, 3 abstentions) on funding agreement
 - Should be completed by end of the week
 - **Ongoing**
- Executive Officer Recruitment
 - President
 - Recruitment process concluded with the hiring of Ade
 - **Resolved**
- By-Election
 - General Secretary
 - Did not run due to calendar issue
 - Being re-run
 - **Ongoing**
- Bank Signatory
 - President and General Secretary
 - Josh Briers as signatory
 - **Resolved**
- Medicare Funding
 - President
 - Letter written on SSU letterhead
 - To be sent this week
 - **Resolved**
- National Representative Body Affiliations
 - General Secretary
 - No action taken yet
 - **Ongoing**

7. REPORTS:

Written Report Received

President – Joshua Fernandez

General Secretary – Brendan Spackman-Williams
- Highlighted Clubs Policy & Masterplan points

Welfare Officer – Amie Watson

Hawthorn Campus Chair – Caitlin Bruty
- SSU Volunteers hours now go towards the SLVP program to receive benefits
- All representatives accredited with 15 hours instantly in order to undertake courses such as RSA, Barista, etc.

Queer Representative – Lee Taube
- Swinburne Queer Department marched with NUS at Pridemarch on February 2nd
- Fantastic to see improved turnout despite the heat on previous turnouts
- Create contact list, the General Secretary should circulate
- Created bio and Queer collective brief
- Working on cross-campus relationships and NUS, specifically with Bec Thompson and Monash

Part-Time Representative – Scott Morgan

No Report, But Verbal Report Given

Education Officer – Joshua Briers
- Attended VEAN meeting, discussed NUS NDA's
- 26th of March is next NDA
- Swinburne to receive campus support due to unique situation
- StudentOne website update meeting
- Learning & Technology Forum, mobile learning conference on Thurs 20th
- Assisted the Welfare Officer in her portfolio in her absence

Clubs & Activities Officer – Salman Arif
- Speaking with club representatives about new club interest
- New SSAA club affiliation structure
- Differing views on online club affiliation and membership setup
- SSU should take advantage of non-financial support opportunities due to lack of resources
- SSU should ensure that clubs run as smoothly as possible on campus

Women's Representative – Linda Kenyon
- Promotional material co-ordinated for O-week
- Met with NUS and also SSAA
- Kept women's space tidy and organised

Environment /Sustainability Officer – Lauren Kehoe

- Just returned from overseas travel
- Facilitation workshop discount co-ordinated

Notice of Motion:

Acceptance of office-bearer reports

- Mover – *Watson*
- Secunder – *Briers*

Motion:

That Council accept the reports of office-bearers who provided reports.

Carried Unanimously

8. GENERAL BUSINESS

- Challenges Abroad and SSAA volunteering partnership
 - o Volunteer program to Thailand for 3 weeks in 2015, community engagement and growth
 - o Amie is Swinburne contact and this is supported by the SSU
 - o Looking into having these hours linked with SLVP program
- Cheap living at Hawthorn guide
 - o Seen at other University
 - o Would be great to see an SSU initiative of a similar sort
 - o Essentially an innovative way to live economically
 - o Look into Swine deadlines, go for 2nd release if not 3rd. Presume 17th March.
 - o Amie to co-ordinate
- Orientation
 - o Union now has a position on the Orientation & Transition Committee
 - o Orientation week is next week, get excited
 - o Doodle Poll for volunteering circulated, need as much support as possible
 - o To be located at Swinergy BBQ for collectives and Union
 - o Largest membership drive of the year
 - o Union Lounge open for post-orientation drinks once SSAA drinks finish
 - o SSAA Industrial Action interfering with logistics, as a result communication is poor and specific locations and details to be confirmed each day

Swinburne's only 100% student run representation, welfare and events service

- Executive Officer
 - o Ade Adeniyi hired after intense recruitment process
 - o Unique fit to our organisation
 - o Position description to be circulated
 - o The Executive Officer will provide continuity with the organisation

- Office Furniture and IT Update
 - o Kirsten Jeffery (Director Facilities & Services) co-ordinated extra furniture for us from Lilydale in addition to extra computing
 - o Ray Chan to visit Queer & Women's space (with prior confirmation) and look into furniture
 - o Brendan to co-ordinate
 - o Allowed to stall taps in bar, a great win

- Swinburne Masterplan
 - o Covered in General Secretary's report
 - o Will incorporate gender neutral bathrooms

- Student Union Discounts
 - o President & Education Officer toured Glenferrie Rd, currently secured just shy of 10 discounts
 - o Further discounts to be earned as the year progresses

9. NOTICES OF MOTION:

Procedural Motion (Watson): All motions by Watson to be heard first.

Carried Unanimously

1. Notice of Motion

Hawthorn Campus Committee Appointment

- Mover – *Bruty*
- Seconder – *Spackman-Williams*

Preamble:

There are five positions on the Hawthorn Campus Committee of which only three are currently filled. These vacancies put more pressure on the other committee members and so should be filled as soon as possible. The Hawthorn Campus Chair has received interest from a volunteer who is keen to be on the committee.

Motion:

That Gautham Raju is appointed to the position of General Representative on the Hawthorn Campus Committee.

Carried (Unanimously)

2. Notice of Motion **By-Election**

- Mover– *Spackman-Williams*
- Secunder – *Fernandez*

Preamble:

There were a few vacant positions as a result of the 2013 annual election. Additionally there has been a resignation in the Disability Officer position. These positions need to be filled and a by-election needs to be held to allow this.

Motion:

The positions to be elected include; Wantirna Campus Chair, Disability Support Representative, Postgraduate Representative, Indigenous Representative and all vacant general representative positions on SISA, SUPA and campus committees. Additionally any other vacancies that arise before 12 PM Friday 28th February will be up for election.

Nominations open on Monday 3rd March at 9 AM.

Nominations close on Wednesday 12th March at 5 PM.

The Returning Officer and Chief Polling Clerk shall be Xavier Plummer.

If a poll is required, it will be conducted under the following arrangements:

- Polling shall begin on Thursday 20th March and end on Friday 21st of March
- If a poll is required at an external campus that poll shall take place on Thursday 20th March
- For each day polling is open it shall be conducted between 10 am to 1 pm and 2 pm to 5 pm
- The polling place shall be the Student Union office at Hawthorn on Level 4 of the UN Building
- The polling place at the Wantirna Campus shall be held in the WB building.
- Students from campuses other than Hawthorn wishing to vote but who do not wish to travel to Hawthorn must contact the Returning Officer via email before 5 pm on Friday Friday 14th March to arrange a postal vote. The email must include their name, student number and postal address

Notice for the above dates and details shall be given via the Union's web presence, an email to members and notices placed on each campus by Monday 3rd March.

The cost for the election shall be \$0 regardless if a poll is required however reimbursements can be made for travel to external campuses.

Carried (1 Abstention)

3. Notice of Motion

Club Regulations

- Mover – *Spackman-Williams*
- Secunder – *Bruty*

Preamble:

The Clubs Manual that currently resides in the Union's Policy archives is an outdated document that is not relevant to the context of Clubs and the dynamics in Student Service provision and funding at Swinburne today.

In order for the Swinburne Student Union to be able to affiliate Clubs once again and inevitably regain this as a service arm of the organisation the Club Regulations has needed to be rewritten as a first step in a journey of change.

It is likely this document will need to be changed as the years progress in the near future however it is more than capable of fulfilling the administrative control necessary for affiliation, funding and governance.

Amendment (Taube): Acceptable to mover

5.b. "sexual preference" be "sexuality" and "race" be "ethnicity"

Amendment (Morgan): Acceptable to mover

To accept the current Club Regulations with the provision that the General Secretary amend 5.d. to reflect the separation between admission and discrimination.

Procedural (Bruty): That the motion be put,

Carried (1 abstention)

Motion:

That Council adopts the attached Club Regulations.

Carried (1 abstention)

4. Notice of Motion

Minute of Silence

- Mover – *Spackman-Williams*
- Secunder – *Morgan*

Preamble:

Currently the Standing Orders has a provision for a 'one minute of silence for contemplation' at the start of every meeting the Union holds. This is quite an unorthodox business procedure and regardless of the meeting agenda, speakers or guests must be completed at every meeting. Typically this minute isn't used for its proper purpose and can quite often result in confusion, discomfort or fidgeting amongst those present.

Amendment (Kenyon): Acceptable to the mover

Preluding the minute of silence the clause "The chair shall verbally set the intention for all attendees to contemplate the agenda of the meeting." Shall be introduced.

Amendment (Bruty): Acceptable to the mover

The word "may" be added to 11.1 to indicate the option of a minute of silence at the discretion of the chair.

Preamble:

The clause relating to the minute of silence for contemplation be removed from the Standing Orders.

Motion Failed (7 For, 2 Against, 2 Abstention)

5. Notice of Motion**Remuneration Policy**

- Mover – *Spackman-Williams*
- Seconder – *Briers*

Preamble:

The Remuneration Policy that was passed at the previous Council had one minor error in the wording of the policies that needed to be fixed. The issue related to Campus Chairs affecting quorum.

Motion:

That Council replaces the previous clauses of the Remuneration Policy

1. The Remuneration Panel consists of the Executive Officer, President, Education Officer, General Secretary, Welfare Officer and another member of the Students' Council and the Panel must meet every fortnight. The seat for the member of Council shall be decided for each Remuneration Panel at the preceding Council meeting by all non-Remuneration Panel members. Quorum for the Panel is the presence in person of at least half the permanent members.
2. Campus Chairs are full Remuneration Panel members and as such have full voting rights when in attendance; however their attendance to the Panel meetings is optional and therefore do not form a part of the Remuneration Panel quorum.

With:

1. The Remuneration Panel consists of the Executive Officer, President, Education Officer, General Secretary, Welfare Officer, the campus chairs and another member of the Students' Council and the Panel must meet every fortnight. The seat for the member of Council shall be decided for each Remuneration Panel at the preceding Council meeting by all non-Remuneration Panel members.

2. Quorum for the Panel is the presence in person of at least three members, of which one must be the Executive officer, President or General Secretary.

Carried (1 abstention)

6. Notice of Motion

Social Space Campaign

- Mover – *Watson*
- Secunder – *Taube*

Preamble:

For the past several years the Union has attempted to claim full use and access to Level 3 UN lounge. With the future of the lounge to be unsure due to the Swinburne 2020 master plan, it is vital that the Union is able to secure the space for students use, especially in regards to welfare and event running by the Union.

A campaign for the use of the lounge will be conducted throughout orientation and welcome back weeks, alongside the Council members lobbying the University through submissions to the master plan committee.

Motion:

That the Union approves a petition by the Welfare Officer to compliment the Union's campaign for the Level 3 UN Lounge.

Amendment (Spackman-Williams):

The Welfare Officer be tasked with writing the petition in collaboration with Council.

Acceptable to Mover

Carried (1 Abstention)

7. Notice of Motion

March in March

- Mover – *Watson*
- Secunder – *Briers*

Preamble:

The March in March protest is a rally being organised by a grassroots movement dedicated to calling a motion of no confidence in the Abbott federal government. The direction that the current government is taking is one which disadvantages people from all walks of life, including students.

Motion:

That the Swinburne Student Union supports the March in March campaign.

Carried (4 for, 2 against, 3 abstentions)

8. Notice of Motion

NUS National Day of Protest – Abbott & Pyne Hands Off Our Education

- Mover – *Spackman-Williams*
- Secunder – *Briers*

Preamble:

The Minister for Education Christopher Pyne has tabled a bill in parliament to cut \$900 million from Higher Education and another bill to cut Centrelink start-up scholarships in addition to further cuts relating to Higher Education.

In response to this and other significant attacks on Australian Education the National Union of Students have launched a campaign “Abbott & Pyne Hands Off Our Education”.

There is a national rally for this campaign taking place on March 26 at 2 PM, EST. The Melbourne rally will be at the State Library.

Procedural Motion: That the motions be split and 1 minute per discussion item.

Carried (3 Against)

Motion:

The Swinburne Student Union:

- supports the NUS National Day of Protest.

Carried (1 abstention)

- endorse the ‘Abbott & Pyne Hands Off Our Education’ campaign.

Carried (1 abstention)

- condemns the current Government, Tony Abbott and Christopher Pyne for the continuous attacks and cuts on Education throughout Australia.

Carried (1 abstention)

- will endeavour to attend the NUS National Day of Protest on March 26th.

Carried (3 abstention)

9. Notice of Motion

Gender Neutral Union Lounge Bathroom

- Mover – *Taube*
- Secunder – *Kenyon*

Preamble:

With the Union supporting gender-neutral bathrooms on campus, it is important that it is able to show its support through practical means wherever possible. With other Universities already having gender-diverse bathrooms, Swinburne is lagging behind with its lack of facilities.

The current toilets located in Level 3 of the UN building are currently labelled for males and females specifically, leaving the area trans-exclusive.

Changing the bathrooms to both be labelled as gender-neutral will allow for gender-diverse students to have access to toilets at the lounge during events without fear of embarrassment, therefore creating an inclusive environment for students. It also ensures their safety by removing the issues associated with gender-labelled toilets. By doing so, the Union is also able to show its pride in supporting gender diversity.

Motion:

That the SSU lobbies the University to allow the UN Level 3 bathrooms to be gender-neutral and to have appropriate facilities such as sanitary bins within them for all genders.

Both toilets to read "Toilet"

This signage should also say "This toilet can be used by any person of any gender."

Carried (2 abstention)

10. Notice of Motion

Queer Beers

- Mover – *Taube*
- Secunder – *Bruty*

Preamble:

The Union will currently be running bar nights on Thursdays throughout the Semester. These events have been co-ordinated for the general student population, but it is important that they are inclusive of all peoples.

Queer Beers is an initiative which will encourage queer-identifying students to come for a social event, with the relaxed and safe space allowing a great evening to be. By arranging the Thursday nights to be earmarked as queer-friendly events, the Union can show its inclusiveness to the queer community to complement its queer department.

Motion:

That Thursday lounge night events are to be promoted as queer-friendly events in conjunction with the promotion of standard Union events on the night.

Carried (1 abstention)

11. Notice of Motion

Company Secretary

- Mover – *Spackman-Williams*
- Secunder – *Fernandez*

Preamble:

Due to a vacancy in the position of Executive Officer, Joshua Fernandez has taken on the role of Legal Secretary for the Union. Constitutionally this position lies with the Executive Officer. As the interview process has come to a finale the Union is now ready to once again have an Executive Officer.

Motion:

Council appoints Ade Adeniyi to be the Company Secretary for the Swinburne Student Union and delegates the co-ordination of this to the current Secretary Joshua Fernandez.

Carried Unanimously

**12. Notice of Motion
Activities Portfolio**

- Mover – *Bruty*
- Seconder – *Spackman-Williams*

Preamble:

The Hawthorn Campus Chair is responsible for activities and events at the Hawthorn Campus. As this is the main campus and where almost every SSU event is held, this role requires a lot of work as well with many people. This includes students, business partners, company representatives and more. The title of 'Hawthorn Campus Chair' is confusing for people who are not familiar with the Union and the Hawthorn Campus Chair has been having difficulty in explaining her position when meeting new people.

A title of 'Activities Officer' would be a fitting and easily understood title to be used when meeting new people. Whilst the SSU does have a Clubs and Activities Officer, the activities referred to in this title are those relating to clubs and so there is not an issue of overlapping roles.

Motion:

That the Hawthorn Campus Chair be appointed the portfolio of 'Activities Officer' and thus be able to use this title.

Carried (1 abstention)

10. OTHER BUSINESS

Notice of Motion

Remuneration Panel

Motion:

That Scott Morgan be appointed as the rotating Council member on the Remuneration Panel until the next Council meeting.

Carried (Secretariat +1 abstention)

Notice of Motion

Next Council meeting

- Mover– Spackman-Williams
- Seconder - Fernandez

Motion:

That the next Council meeting to be co-ordinated by the General Secretary in communication with all representatives regarding timetables and availability

Carried Unanimously

10. MEETING CLOSED:

Meeting closed by Joshua Fernandez (The Chair) at 16:48.