Swinburne Student Union

MINUTES
Council Meeting:
Tuesday, 12th of March 2013
12:00pm

MEETING DETAILS

Venue:	Union Meeting Room Hawthorn (UN413)
Chair:	Caroline Baker (President)
Minute-taker	Joshua Fernandez (Secretary/Treasurer)

ATTACHED DOCUMENTS

- Unconfirmed Minutes of February 11 Council meeting
- Remuneration Panel Policy
- Council Member Reports
- Student Representation and Governance Survey

1. MEETING OPEN:

Meeting opened by Caroline Baker (The Chair) at 12:16. The Chair will determine whether the meeting is quorate.

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.

Contemplation:
Council will observe 1 minute of silence for contemplation.

2. ATTENDANCE:

Present:

PRESIDENT	Caroline Baker
EDUCATION/VICE PRESIDENT	Brendan Spackman-Williams
SECRETARY/TREASURER	Joshua Fernandez
ACCESS & EQUITY OFFICER	Caitlin Bruty
PRAHRAN CAMPUS CHAIR	Alice Mutton
QUEER REPRESENTATIVE	Andrew Morison (Arrived 12:57)
TAFE/APPRENTICESHIP REPRESENTATIVE	Fraser Blair
CLUBS & ACTIVITIES OFFICER	Courtney Barber
ENVIRONMENT/SUSTAINABILITY OFFICER	Lauren Kehoe
UNDERGRADUATE REPRESENTATIVE	Jacqui Kleiner
HAWTHORN CAMPUS CHAIR	Matthew Latham
WANTIRNA CAMPUS CHAIR	Peter Coates (Arrived 12:46)
INTERNATIONAL REPRESENTATIVE	Salman Sheikh (Arrived 12:47)
PART-TIME REPRESENTATIVE	Andrew Newton (arrived 12:57)

Vacancies:
CROYDON CAMPUS CHAIR

Apologies:

DISABILITY SUPPORT REPRESENTATIVE	Karuna Santosa
INDIGENOUS REPRESENTATIVE	Megan Kelleher
WOMEN'S REPRESENTATIVE	Memphis Calzoni

Absent without apology:

POSTGRADUATE REPRESENTATIVE	Valentine Lebrun
LILYDALE CAMPUS CHAIR	Amie Watson
MATURE-AGED REPRESENTATIVE	Ash Thornton

Observers:
Josh Briers
Josh Cullinan
Keith Warburton
James Searle
Kara Hargrave
Linda Cargill (From 12:52)

Procedural (Baker): That motion 14 be heard.

Carried Unanimously

3. ACCEPTANCE OF APOLOGIES:

That Council accepts the apologies of the above listed names. All other Council members not present will be marked as absent.

- Mover: *Fernandez*
- Seconder: *Morison*

Carried Unanimously

4. ACCEPTANCE OF AGENDA:

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

- Mover: *Fernandez*
- Seconder: *Kehoe*

Carried Unanimously

5. ACCEPTANCE OF PREVIOUS MINUTES:

The recorded minutes of the Council meeting held 11th February 2013 are a true and accurate reflection of the meeting and should be published on the Union's website.

The Remuneration Policy was declared carried at the last Council meeting, but constitutionally the policy cannot be enacted due to an absolute majority not being met.

- Mover: *Fernandez*
- Seconder: *Spackman-Williams*

Carried Unanimously

Procedural (Baker): That Council reconvene in 20 minutes

Carried Unanimously

Meeting recalled 12:47

Procedural (Fernandez): To hear Josh Cullinan speak about Swinburne EBA negotiations

Carried Unanimously

6. REPORTS:

Written Report Received

PRESIDENT — Caroline Baker

Chair handed to Education Officer/Vice-President 12:20

EDUCATION/VICE PRESIDENT — Brendan Spackman-Williams

Chair handed to President 12:22

SECRETARY/TREASURER — Joshua Fernandez

UNDERGRADUATE REPRESENTATIVE — Jacqui Kleiner

DISABILITY SUPPORT REPRESENTATIVE — Karuna Santosa

No Written Report Received – Verbal Received

ACCESS & EQUITY OFFICER — Caitlin Bruty

- Waived

PRAHRAN CAMPUS CHAIR — Alice Mutton

- Waived

WANTIRNA CAMPUS CHAIR — Peter Coates

- Waived

QUEER REPRESENTATIVE — Andrew Morison

- Working with queer officers at other Universities and NUS
- Collective meeting 3:30 Thursday 14th March, Queer room

TAFE/APPRENTICESHIP REPRESENTATIVE — Fraser Blair

- Smashed O-Week and Welcome back week

INTERNATIONAL REPRESENTATIVE — Salman Sheikh

- Organising international student night – March 15
- Helped with O-Week and Welcome-Back Week

ENVIRONMENT/SUSTAINABILITY OFFICER — Lauren Kehoe

- Signed up 50 members to collective over O-Week and Welcome-Back Week

MATURE-AGED REPRESENTATIVE — Ash Thornton

- Beginning Mature-Age Network

HAWTHORN CAMPUS CHAIR Matthew Latham

- Implement volunteer organisation system for 2013
- Will donate ½ of personal honoraria for volunteer amenities

PART-TIME REPRESENTATIVE Andrew Newton

- Could not help out with O-Week
- Will create and convene a part-time collective

Notice of Motion:

Acceptance of office-bearer reports

- Mover– *Fernandez*
- Seconder – *Mutton*

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

Carried Unanimously

7. SWINBURNE EBA NEGOTIATIONS

Josh Cullinan and Linda Cargill – NTEU

- NTEU represents 800 teachers on campus, AEU represents mainly TAFE but most are disappearing
- NTEU actions may impact students
- Negotiations for EBA occurs every 3 years, with negotiations with Swinburne occurring 3 years ago
- Last wage increase was passed on during March 2012
- NICA never had wage increase
    - EBA negotiations aims to have all staff to have wage rises
- SSAA and NICA staff will not be part of negotiations
- NTEU ready to begin industrial action
    - Swinburne not discussing any claims except to disagree with two claims
        - NTEU seeking domestic violence leave
- Indigenous employment – SUT aim to have higher number of Indigenous staff, but has lost staff through cutting of Indigenous department
    - 1 academic, 2-3 general staff (.6% of staff to be indigenous As per EBA)
- Attempt to secure sessional staff more job security
- Swinburne increased sessional staff by 50% last year
    - Mostly postgraduate students
- Industrial action – NTEU currently processing forms to begin industrial action vote for members
- Action includes 5 minute stoppage,
- Provide information to students as to why action is occurring
- Possibility of withholding student results
- Result witholdment is a strong possibility

- Student Union is being informed as to why it is occurring
- Students who require exemption from ban can be reviewed
- SSU should assist through exemption applications
- Make students aware before June of processes in case of emergency
- Academic casuals are entitled to leave as per EBA, (7/8 years) but university has no system to record
- In comparison Swinburne is one of lowest paying universities for sessional and 9% super
    - Permanent staff have a 17% superannuation entitlement
- Sabbatical/outside studies program to be implemented by 2010
    - Program did not occur, and instances were decided by administrators individually
- University sacked deputy VC over policies which she had supported re: staff conditions
- Intent to launch legal action with EBA breaches – may take year
- Vice-Chancellor wants 50% of students to be online by 2020
    - Reduces staff numbers
- Influence VC and vice-presidents through direct action, public discussions
- Exemption committee – Made up of respected academic staff and student union rep
- $50 mil from state govt. Will be put back into TAFE – mainly payouts and merger setup
- Swinburne is 8th of 9 in regards to poor SES standing (Melbourne 1st)
- SSU should create a structure to work with the NTEU's action

8. GENERAL BUSINESS: 13:05

- State of SSAF negotiations
    - Still in consultation mode
    - Currently waiting for 2012 audit
    - Union would like to continue negotiations
    - Union has submitted report on Swinburne's SSAF consultation process
    - May begin WTF Swinburne? as per motion moved by Education Officer/Vice-President
    - Consultation process currently is taking longer than last year, currently at 5 months, 2012 took two months

9. NOTICES OF MOTION:

1. Notice of Motion No. 1
Investigation into misappropriated monies

- Mover– *Coates*
- Seconder – *Blair*

Motion:
That Council representatives will bring to the attention of Council and Secretariat at the first available opportunity any knowledge and /or evidence of assets and/or monies being misappropriated or used or spent without the approval of council, past or present. And that council once aware of any misappropriation or unapproved expenditure of union assets and/or monies will seek to recover losses from those peoples responsible to the full extent of the law.

Amendment (Spackman-Williams): That "past or present" be removed

Acceptable to the mover

Amendment (Kehoe): That "to the full extent of the law" be removed

Acceptable to the mover

Carried (Mutton abstain)

2. Notice of Motion No. 2 **13:20**
Special General Meeting

Preamble:
The SSU Constitution was originally done when the union ran all student services. This is no longer the case, and consequently doesn't really represent the SSU as it exists today. This also gives us an opportunity to invite students for their opinions on how we can best represent their needs.

- Mover– *Coates*
- Seconder – *Spackman-Williams*

Motion 1:
That Council will form a committee of representatives to make recommendations on SSU constitutional reforms.

Carried (Morison abstention)

Motion 2:

Motion withdrawn

Procedural (Newton): That the Part-Time representative gives his report.

Carried

Procedural (Morison): Speaking time to be limited to one minute per representative.

Carried (Spackman-Williams against)

3. <u>Notice of Motion No. 3</u>
University Council

- Mover– *Morison*
- Seconder – *Fernandez*

Preamble:
In late 2012, the Baillieu Government passed legislation regarding university councils in regards to student and staff upon them. As a result, neither staff nor students are no longer are required to be upon the university council. Subsequently Swinburne has removed the sole student representative upon the council.

Motion:
That Swinburne Student Union condemns the State Government for passing the legislation that no longer requires university council to have staff and student representatives upon them.

That Swinburne Student Union condemns Swinburne for the removal of the Student and Staff Representatives

Prodcural (Blair): That the motion be put .

Carried (Coates, Spackman-Williams, Fernandez against)

Carried (Coates abstention)

4. Notice of Motion No. 4
Team Swinburne Sponsorship

Motion withdrawn

5. Notice of Motion No. 5
Save The Tarkine

- Mover– *Newton*
- Seconder – *Blair*

Motion:
That the Swinburne Student Union (SSU) support the Save the Tarkine Victoria campaign, which aims at preventing further mining to the pristine Tarkine region of North West Tasmania.

Carried Unanimously

6. Notice of Motion No. 6
Remuneration Policy

- Mover– *Spackman-Williams*
- Seconder – *Thornton*

Preamble:
The current Remuneration Policy due to it not passing through Absolute Majority in the previous Council meeting is still an old out of date policy for the Union to have.

It mentions specific dates relating to 2012 and also allows for the Union Executive up to 12 weeks paid holiday per year.

There were further highlighted edits required to be made to make the document more fluid and understandable as well.

Motion:
That Council adopts the presented Remuneration Policy and replaces it with the existing one.

Procedural (Blair): That the motion be put.

Carried (6 against)

Policy motion lost (Seven members for, Bruty and Newton, Coates, Kleiner abstention)

7. Notice of Motion No. 7
WTF Swinburne?

- Mover– *Spackman-Williams*
- Seconder – *Morison*

Preamble:

In 2012 following Monash's initiative the Swinburne Student Union ran the WTF Swinburne? campaign raising awareness of Swinburne's slow processes and delayed consultations period.

Again in 2013 these issues have continued with the University breaking promises and at this moment Swinburne being the only University to have not finished its process, as it stands right now the Union is yet to actually negotiate with the University and is technically still in the consultative period despite the University outlining this was all to be conducted and finished in 2012.

The consultation in 2013 is actually taking longer than it did in 2012.

Motion:

That the Swinburne Student Union brings back the "WTF Swinburne?" campaign if the University does not (before Friday 22th March) set out a timeline with an offer to be presented before the 29nd March to present the Union with its SSAF offer for 2013.

The campaign will inform students of the poor processes relating to SSAF at Swinburne and get them involved in the campaign for student control of student affairs.

That the President and Education/Vice-President make contact with Higher Education journalists and release a media release on WTF Swinburne and the issues surrounding SSAF and SSU by 22nd March.

Carried Unanimously

8. Notice of Motion No. 8
Student Representation and Governance Survey

- Mover– *Fernandez*
- Seconder – *Bruty*

Preamble:

Throughout negotiations with Swinburne over the past two years SSU's case has been hampered by the lack of concrete data showing that students support their Union and student control. With the review of SSAA upcoming and SSAF negotiations ongoing, having data showing students' preferences for service delivery, and their existing knowledge of representation and governance structures would be immensely helpful.

The Council of Australian Postgraduate Associations (CAPA) have kindly offered to allow use of their premium Survey Monkey account, and a survey has been designed. A copy has been distributed with the agenda.

They survey has been designed to be as unbiased as possible, and answers to questions have been randomised (in the online version only). Questions about specific organisations are asked last, so as not to influence the earlier questions on service delivery models.

Motion:
That Council resolves the following:

- To launch the survey via Email (to 2011/2012/2013 members list), Facebook and hard-copy by Friday 15th March, to close on Thursday 29th March
- To have the survey on clipboards in the Union office and events at all times
- To aim for at least 1000 responses
- To allocate $200 from the promotion budget line to purchase a prize to provide an incentive for students to fill out the survey

Carried (Latham abstention)

9. Notice of Motion No. 9
Affiliation with Council of Australian Postgraduate Associations

- Mover– *Fernandez*
- Seconder –

Preamble:
CAPA is currently Australia's peak representative body for postgraduate students. With representation nationwide, they are at the forefront of representing postgraduate students, and look out for the welfare of postgraduate associations nationwide.

Motion:
That the Swinburne Student Union through the Swinburne University Postgraduate Association affiliate with the Council of Australian Postgraduate Associations for 2013.

Deferred to Secretariat

Procedural (Fernandez): That motions 10, 11 and 12 be discussed and voted en block
Carried Unanimously

10. Notice of Motion No. 10
SSU Conciliation Action Plan

- Mover– *Fernandez*
- Seconder – *Kehoe*

Preamble:
As the only student-run advocacy body on Swinburne's campuses, there is a need for the Swinburne Student Union (SSU) to develop policies towards sustainable and ongoing support of the needs of Aboriginal and Torres Strait Islander peoples in the student body. There is a need for the SSU to rectify the absence of a Reconciliation Action Plan within their framework of policies. If the Swinburne Student Union is committed to creating a culture and a space for respectful relationships between Aboriginal and non-Aboriginal people on campus, this begins with the development of a Reconciliation Action Plan.

Motion:
That the SSU commits to developing an SSU Reconciliation Action Plan with the support of Reconciliation Victoria and the Boroondara ANTaR.

11. Notice of Motion No. 11
Statistics On Indigenous Students Studying On Campus

- Mover– *Fernandez*
- Seconder – *Bruty*

Preamble:
The SSU is committed to convening a collective of Indigenous students on the Hawthorn campus, yet there are no accurate figures available to the SSU of the population of students who identify as Aboriginal or Torres Strait Islander. While the SSU recognises that there are privacy issues surrounding this type of information, it is imperative to establish an accurate record of student numbers to efficiently service these students and their needs for effective representation.

Motion:
That the SSU seeks from the University an accurate and current population of Indigenous students on the Hawthorn campus.

12. Notice of Motion No. 12
National Indigenous Student Conference

- Mover– *Kelleher*
- Seconder – *Baker*

Preamble:
The National Union of Students holds an annual National Indigenous Student Conference to give Indigenous students the skills necessary to represent themselves and their cohort through their student organisations. This year, the conference will be held in Melbourne in September. In order for the SSU Indigenous representative to gain skills to effectively represent the Indigenous collective, it is necessary for that office bearer to attend. The cost of registration is in the vicinity of $200, (which will need to be confirmed). It is hoped that the Student Union will provide funds to pay for the registration fee.

Motion:
That the SSU can provide funding for the Indigenous Representative to attend the National Indigenous Student Conference in September 2013.

Motions 10, 11 and 12 Carried Unanimously

13. Notice of Motion No. 13
Eco-Up Swinburne

- Mover– *Kehoe*
- Seconder – *Newton*

Preamble:
In 2013 the Enviro & Sustainability officer will be running a campaign called 'Eco-Up Swinburne'. Swinburne has a sustainability working committee and a sustainability strategy with measureable targets (http://www.swinburne.edu.au/ncs/sustainability/strategy.html).

BUT, there is no student representation on the working committee, many of the targets have not been met and students are complaining that simple things like setting all printers to double sided as the default are not being done.

In order to have maximum leverage and power to lobby the University the collective would like to focus the campaign's energies on the SSU and the SSAA in semester 1. Neither have a sustainability policy, nor measure and reports on their progress in this area, and we would like to help make that happen.

The fact of the Union being able to say that they are in the process of developing a sustainability policy is in itself significant and will give the campaign weight when it calls on the SSAA to do the same, and meets with Swinburne stakeholders to show that the students care to see them live up to their commitments.

In order for the university to take a union representative in this area seriously we feel there is an opportunity for SSU to demonstrate that the environment & sustainability officer position is more than just a token position by committing to developing a sustainability policy.

Motion:
The Sustainability collective asks that Council commit to developing a sustainability policy and that the Environment & Sustainability Officer work with the President, Secretary/Treasurer and Access & Equity officer to plan out the steps involved in the process and come up with 3 simple things that can be done instantly then report back to Council at the next meeting.

Carried Unanimously

14. Notice of Motion No. 14
Group of Student Screening & Swinburne Drinking Society Affiliation

- Mover– *Barber*
- Seconder – *Blair*

Preamble:
The Union has been approached by Group of Student Screening & the Swinburne Drinking Society to affiliate with the Swinburne Student Union for the remainder of 2013.

The Group of Students Screening Club will contribute to the enrichment of the Swinburne student campus life as well as being the first club on the Prahran campus. The Swinburne Drinking Society will help grow campus culture around Hawthorn by providing a means for Swinburne students to socialise.

The clubs will be reviewed in 2014 by Council.

Motion:
To affiliate the Group of Student Screening & Swinburne Drinking Society with the Student Union for the remainder of 2013.

Carried Unanimously

15. Notice of Motions No. 15 & 16
Healthy Food Support for Blood Drive

- Mover– *Newton*
- Seconder – *Coates*

Motion 1:
That the Swinburne Student Union will set up a table promoting healthy living, eating and study habits on the day of the Blood Drive, on Tuesday the 26th of March in the ATC building.

Carried Unanimously

Motion 2:
In this regards the SSU will provide $300 to buy healthy food to give students at the table.

Motion withdrawn

10. OTHER BUSINESS

Notice of Motion

Remuneration Panel

- Mover– *Fernandez*
- Seconder – *Kehoe*

Motion:
That Andrew Newton and Andrew Morison be appointed as the twin rotating Council members on the Remuneration Panel until the next Council meeting.

Carried (Fernandez, Coates, Spackman-Williams, Bruty) abstain

Notice of Motion

Next Council meeting

- Mover– *Fernandez*
- Seconder – *Mutton*

Motion:
That the next Council meeting be held on Monday 8th April at 2:00pm at the Hawthorn Campus.

Carried (Morison, Sheikh abstention)

11. MEETING CLOSED:

Meeting closed by Caroline Baker (The Chair) at 14:59.