



## **MINUTES**

### **Council Meeting:**

Monday, 8th of April 2013

2:00pm

#### **MEETING DETAILS**

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

#### **ATTACHED DOCUMENTS**

- Unconfirmed Minutes of March 12 Council meeting
- Remuneration Panel Policy
- Council Member Reports
- E-mail from Chancellor Bill Scales

## 1. MEETING OPEN:

**Meeting opened by Caroline Baker (The Chair) at 14:10. The Chair will determine whether 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	Caroline Baker
EDUCATION/VICE PRESIDENT	Brendan Spackman-Williams
SECRETARY/TREASURER	Joshua Fernandez
ACCESS & EQUITY OFFICER	Caitlin Bruty
HAWTHORN CAMPUS CHAIR	Matthew Latham
LILYDALE CAMPUS CHAIR	Amie Watson (left 15:57)
PRAHRAN CAMPUS CHAIR	Alice Mutton
QUEER REPRESENTATIVE 15:57)	Andrew Morison (Left 14:28, returned 15:26, left 15:57)
UNDERGRADUATE REPRESENTATIVE	Jacqui Kleiner
PART-TIME REPRESENTATIVE	Andrew Newton
INTERNATIONAL REPRESENTATIVE	Salman Sheikh
DISABILITY SUPPORT REPRESENTATIVE	Karuna Santosa
WANTIRNA CAMPUS CHAIR	Peter Coates (arrived 14:28)

**Vacancies:**

CROYDON CAMPUS CHAIR

**Apologies:**

ENVIRONMENT/SUSTAINABILITY OFFICER      Lauren Kehoe

**Absent without apology:**

WOMEN'S REPRESENTATIVE	Memphis Calzoni
TAFE/APPRENTICESHIP REPRESENTATIVE	Fraser Blair
POSTGRADUATE REPRESENTATIVE	Valentine Lebrun
CLUBS & ACTIVITIES OFFICER	Courtney Barber
MATURE-AGED REPRESENTATIVE	Ash Thornton
INDIGENOUS REPRESENTATIVE	Megan Kelleher

**Observers:**

Joshua Briers  
Keith Warburton  
Kara Hargrave (from 15:39)

### 3. ACCEPTANCE OF APOLOGIES:

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

- Mover: *Fernandez*
- Seconder: *Bruty*

*Carried Unanimously*

### 4. ACCEPTANCE OF AGENDA:

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

**Procedural (Fernandez):** That motion 4 be heard.

*Carried Unanimously*

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

*Carried Unanimously*

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

15:10

- Mover– *Baker*
- Seconder – *Spackman-Williams*

**Chair handed to Education/Vice-President 14:18**

***Preamble:***

The current signatories of the SSU bank account are currently the President and Education/Vice President. Whilst this was appropriate at the beginning of the year due to a vacancy in the Secretary/Treasurer position, there is now a member currently fulfilling this role. It is imperative that the Secretary/Treasurer be included as a signatory to allow them to fully realise their role.

***Motion:***

That Joshua Fernandez is included as a signatory to the SSU bank account.

*Carried (Fernandez abstain)*

*Chair handed to President 14:21*

## 5. ACCEPTANCE OF PREVIOUS MINUTES:

The recorded minutes of the Council meeting held 12<sup>th</sup> March 2013 are a true and accurate reflection of the meeting and should be published on the Union's website.

- Mover: *Fernandez*
- Seconder: *Watson*

*Carried Unanimously*

## 6. REPORTS

# 14:10

### Report Received

EDUCATION/VICE PRESIDENT  
SECRETARY/TREASURER  
ACCESS & EQUITY OFFICER

Brendan Spackman-Williams  
Joshua Fernandez  
Caitlin Bruty

### Report Received - Late

PRESIDENT

Caroline Baker

*Chair handed to Education/Vice-President 14:27*

*Chair to President 14:29*

UNDERGRADUATE REPRESENTATIVE  
ENVIRONMENT/SUSTAINABILITY OFFICER

Jacqui Kleiner  
Lauren Kehoe

### No Report Received – Verbal report issued

PRAHRAN CAMPUS CHAIR

Alice Mutton

- Assisted and gave blood at blood drive
- Spoke with Prahran students about Union
- Assisted with international party
- Attended NUS National Day of Action

PART-TIME REPRESENTATIVE

Andrew Newton

- In talks with the mature-age representative about creating a joint collective for both part-time and mature-aged students
- Also researching into spaces for mature-aged and part-time students

DISABILITY SUPPORT REPRESENTATIVE

Karuna Santosa

- Contacting Swinburne health services and departments in regards to disability students
- Will attend staff meetings with Swinburne health service
- In contact with IBM about disabled student employment
- Attended NUS NDA
- Would like to create workshop on disability disclosure with help from University and external bodies to improve employment opportunities

INTERNATIONAL REPRESENTATIVE

Salman Sheikh

- Organised a successful SISA party

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- Consulted several international students about student culture and academic assistance
- Consulting with Swinburne International to assist international students
- In discussions with international and religious clubs to organise an event

**LILYDALE CAMPUS CHAIR**

Amie Watson

- In talks with NTEU in regards to approach to Lilydale
- In talks with an advocate and with students to possibly launch NTEU-like legal action by students
- Discussions with Lilydale students who are still unsure of Hawthorn campus
- Beginning to plan end of campus party at Lilydale

**HAWTHORN CAMPUS CHAIR**

Matthew Latham

- Organising upcoming sci-fi party
- Holding unofficial meetings with volunteers and HCC
- Receiving input and ideas from students in regards to events
- Assisting representatives with receiving RSA's for bar
- In talks with LCC about Lilydale students and parking campaign
- Consulting with international representative to search for alternatives for ID at bar events

**WANTIRNA CAMPUS CHAIR**

Peter Coates

- Nothing to report

**No Report Received**

QUEER REPRESENTATIVE

Andrew Morison

WOMEN'S REPRESENTATIVE

Memphis Calzoni

TAFE/APPRENTICESHIP REPRESENTATIVE

Fraser Blair

POSTGRADUATE REPRESENTATIVE

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Ash Thornton

INDIGENOUS REPRESENTATIVE

Megan Kelleher

**Notice of Motion:****Acceptance of office-bearer reports**

- Mover— *Fernandez*
- Secunder — *Mutton*

***Motion:***

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

*Carried Unanimously*

**7. GENERAL BUSINESS:****14:45**

### Health week

- Have placed a booking for health week to be held in Atrium during early semester 2
- Workshops and stalls to be run by welfare representatives
- Still collating information and ideas
- Meeting with Health Services soon
- For more information contact the President and Access & Equity Officer

### Council member availabilities

- Please add availabilities to Doodle calendar

### SSAF Agreement

- Received a draft SSAF agreement from the University recently
- No changes from 2012 except for boost in media
- WTF? Swinburne not run because of draft funding proposal
- Current agreement is insufficient for SSU in 2013

### Blood drive

- Red Cross collected 41 units of blood at the collection
- 123 people will benefit from blood drive
- 20 people pledged to donate blood
- Several University organisations were present and manned stall
- Next blood drive expected to collect 60 units of blood
- Tentative date for the second blood drive – August 15

### Keith Warburton

- Keith Warburton is writing a letter to Swinburne in regards to issues on campus
- Keith's place as life member and university volunteer should be noted

**Procedural (Latham):** That general business end and motions be heard

**Lost**

**Procedural (Bruty):** That speaking time is limited to 2 minutes

**Carried (Spackman-Williams, Coates against)**

## 8. NOTICES OF MOTION:

### 1. Notice of Motion No. 1 Remuneration Policy

**Motion withdrawn**

## 2. Notice of Motion No. 2 **Minute of Silence**

- Mover– *Spackman-Williams*
- Secunder – *Kleiner*

### ***Preamble:***

The Meeting of Silence is part of the Union's standing orders however the Education/Vice-President is of the opinion that it is an unnecessary and quite unusual meeting procedure.

According to the Standing Orders the Minute of Silence is intended for an opportunity for the member of the particular committee to contemplate the agenda and the meeting about to be had. Many have attributed this minute to the Acknowledgement of Country which in actual fact has no relation to and according to the Standing Orders the Minute of Silence (11.1) should precede the Acknowledgement of Country (11.2).

### **11.1. Procedure at the beginning of all committee meetings (contemplation)**

Before proceeding with committee business all Members (and any others in attendance) observe one minute of silence.

### ***Motion:***

That Standing Order 11.1 which relates to the Minute of Silence is removed from the Standing Orders completely.

*Lost (4 for, 5 against, 3 abstentions)*

## 3. Notice of Motion No. 3 **Honoraria Restructure for the Media Committee Secretary/Treasurer**

- Mover– *Bruty*
- Secunder – *Mutton*

### ***Preamble:***

The lack of SSAF has partially crippled the Media Committee's capacity to produce material. This has caused a restructure to release dates and when design work will take place.

### ***Motion:***

That the SSU Council accepts the following change to the honorarium of the Media Committee's Secretary-Treasurer/Lead Designer position

That the SSU Council accepts this new structure for the honorarium of the Media Committee's Secretary-Treasurer/Lead Designer position for the rest of Semester 1 (a new structure for the winter term and 2<sup>nd</sup> Semester will be sent by the committee in due course)

***Procedural (Baker):*** That the vote be put

***Carried (Spackman-Williams, Newton, Coates against)***

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EXEPTIONAL WEEKS	HRS REQUIRED per week	PAYMENT per Week*
Week 4 <b>General/infrastructure Design</b>	20	\$100
<b>Week 5 Iss 1 Design Week</b>	<b>30</b>	<b>\$250</b>
Week 6 <b>Fix-Ups/General</b>	15	\$75
<b>Week 7 Web/Net Design</b>	<b>20</b>	<b>\$100</b>
<b>Week 8 Iss 2 Design Week</b>	<b>30</b>	<b>\$250</b>
Week 9 <b>Fix-Ups/General</b>	15	\$75
Week 10 General	10	\$50
Week 11 General	10	\$50
Week 12	0	\$0
<b>TOTAL:</b>	<b>150</b>	<b>\$750</b>

*Lost (2 for, 4 against, 5 abstentions)*

*Quorum lost 16:05*

*Meeting closed as per standing orders at 16:35*