



## **MINUTES**

### **Council Meeting:**

Thursday, 27th of June 2013

12:30pm

#### **MEETING DETAILS**

<b>Venue:</b>	UN Meeting Room (UN413)
<b>Chair:</b>	Caroline Baker (President)
<b>Minute-taker</b>	Joshua Fernandez (Secretary/Treasurer)

#### **ATTACHED DOCUMENTS**

- Unconfirmed Minutes of May 28 Council meeting
- Reports from Office-Bearers
- New budget
- Code of Conduct
- Executive Officer Position Description

## 1. MEETING OPEN:

*Meeting opened by Caroline Baker (The Chair) at 13:00. 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
SECRETARY/TREASURER	Joshua Fernandez
ACCESS & EQUITY OFFICER	Caitlin Bruty
QUEER REPRESENTATIVE	Andrew Morison
UNDERGRADUATE REPRESENTATIVE	Jacqui Kleiner
PART-TIME REPRESENTATIVE	Andrew Newton
ENVIRONMENT/SUSTAINABILITY OFFICER	Lauren Kehoe
DISABILITY SUPPORT REPRESENTATIVE	Karuna Santosa
HAWTHORN CAMPUS CHAIR	Matthew Latham
WOMEN'S REPRESENTATIVE	Memphis Calzoni (until 14:19)
MATURE-AGED REPRESENTATIVE	Ashleigh Thornton

**Vacancies:**

CROYDON CAMPUS CHAIR

**Apologies:**

LILYDALE CAMPUS CHAIR	Amie Watson
INDIGENOUS REPRESENTATIVE	Megan Kelleher
POSTGRADUATE REPRESENTATIVE	Valentine Lebrun
WANTIRNA CAMPUS CHAIR	Peter Coates

**Absent without apology:**

EDUCATION/VICE PRESIDENT	Brendan Spackman-Williams
PRAHRAN CAMPUS CHAIR	Alice Mutton
CLUBS & ACTIVITIES OFFICER	Courtney Barber
TAFE/APPRENTICESHIP REPRESENTATIVE	Fraser Blair
INTERNATIONAL REPRESENTATIVE	Salman Sheikh (arrived 13:13)

**Observers:**

Steven Jingga  
Leon Hartman  
Jason Grivas  
Michael "Jagger" Stuart  
Keith Warburton

### **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: *Bruty*

***Carried U***

### **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 U***

### **5. ACCEPTANCE OF PREVIOUS MINUTES:**

The recorded minutes of the Council meeting held 28<sup>th</sup> May 2013 are a true and accurate reflection of the meeting and should be published on the Union's website.

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

***Carried U***

## 6. REPORTS:

### Written Report Received

EDUCATION/VICE PRESIDENT

Brendan Spackman-Williams

- As attached

ACCESS & EQUITY OFFICER

Caitlin Bruty

QUEER REPRESENTATIVE

Andrew Morison

- Would like to note the lack of reports to Council by representatives
- Rewriting the Queer Department space policy

DISABILITY SUPPORT OFFICER

Karuna Santosa

- Main focus is on health week – in discussions with external services for information

### No Report Received

PRESIDENT

Caroline Baker

- Health week planning is going well
  - Will focus on several issues
- Finally signed a SSAF funding agreement
  - Negotiations were protracted but the Union achieved several wins
  - Secured funding for an Executive Officer
  - Will begin negotiations for 2014 soon

SECRETARY/TREASURER

Joshua Fernandez

- Happy to have funding
- Constitution changes

PRAHRAN CAMPUS CHAIR

Alice Mutton

WANTIRNA CAMPUS CHAIR

Peter Coates

HAWTHORN CAMPUS CHAIR

Matthew Latham

ENVIRONMENT/SUSTAINABILITY OFFICER

Lauren Kehoe

- Eco trivia was successful
  - Was hard to put together but was an eventful night
- Creating a charity-based organisation
- Collective is growing with new and interested staff and students
- Approximately 25 active members

WOMEN'S REPRESENTATIVE

Memphis Calzoni

- 1<sup>st</sup> semester was successful with the creation of the collective
- Mainly focused on social aspect first, but then built into dealing with issues
- Will continue to build for semester 2
- Would like to work on fundraisers
- SSAF will allow the collective to thrive
- Looking forward to attending the NOWSA conference

PART-TIME REPRESENTATIVE

Andrew Newton

- Would like to have a growing collective throughout Semester 2
- Would like to promote University services to students so they can reach full potential

UNDERGRADUATE REPRESENTATIVE

Jacqui Kleiner

TAFE/APPRENTICESHIP REPRESENTATIVE

Fraser Blair

INTERNATIONAL REPRESENTATIVE

Salman Sheikh

- SISA would like to organise a board game event for students
- Has found that students want a growing campus culture
- Aiming to have the event run for a week

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- Would like to make a video to find international students issues
- |                             |                  |
|-----------------------------|------------------|
| LILYDALE CAMPUS CHAIR       | Amie Watson      |
| POSTGRADUATE REPRESENTATIVE | Valentine LeBrun |
| CLUBS & ACTIVITIES OFFICER  | Courtney Barber  |
| MATURE-AGED REPRESENTATIVE  | Ash Thornton     |
| INDIGENOUS REPRESENTATIVE   | Megan Kelleher   |
- Been in discussions with students
  - Finding that students are very busy
  - Assisted with exam help stall
  - Happy to help other reps

### **Notice of Motion:**

## **Acceptance of office-bearer reports**

- Mover– *Fernandez*
- Secunder – *Calzoni*

### ***Motion:***

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

***Carried U***

## 7. GENERAL BUSINESS:

### Change in Council Positions

- The current positions which are eligible to be replaced yearly under section 52A in the current Constitution are as follows:
  - Women's Representative
  - Queer Representative
  - Clubs & Activities Officer
  - Indigenous Representative
  - Disability Support Officer
  - Environment and Sustainability Officer
  
- The options have been discussed:
  - The Disability Support Officer would like to possibly change the name of the position to reflect broader disability issues, mainly psychiatric
    - Would like to include inclusion and adjustment in the title
    - The Women's Officer has suggested to rename the position as an Ability Officer
    - Keith Warburton agrees to have the word "inclusion" incorporated
    - Jason Grivas would like to incorporate "equality support" in the title
    - The Hawthorn Campus Chair with support from the Queer Representative mentioned that the position can be placed under the Access & Equity Officer's portfolio to allow the freeing up of a Council position
  - The Queer Officer would like to include more diversity through representatives who can focus on gender-diverse issues
  - The President would like to change the Clubs & Activities Officer to Clubs & Sponsorship Officer
    - The Environment & Sustainability Officer would like to still incorporate a position which assists collectives with its activities and events
  - The Access & Equity Officer and President would like to incorporate a Men's Welfare Officer
    - Men's welfare is an issue which is hard to discuss but must be dealt with

### SSAF Funding Agreement

- The University has finally reached an agreement with the Union for a funding agreement to the tune of \$249,494
- Media received \$32,000 in funding

**Procedural (Bruty)** That Council moves to motions, and back to gen business

**Carried (Latham against)**

### Constitutional changes

- The Secretary/Treasurer is currently seeking submissions for constitutional changes

### Annual election timetable

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- Under Election Regulations the President and Education Officer/Vice-President are required to outline a timetable for the annual elections
- Annual election will be held /?September 30 – August 4
- Nominations – September 9 – 22

## 8. NOTICES OF MOTION:

### 1. Notice of Motion No. 1 Updated Budget

- Mover– *Fernandez*
- Seconder – *Thornton*

***Preamble:***

After the negotiation of a successful SSAF Funding Agreement from the University, the SSU has secured \$249,494 in total to allow the Union to provide services for Swinburne students. The funding is for events, collectives and staffing – including the union's first Executive Officer in six years – now means that the Union is able to serve the Swinburne community to a high standard.

The budget also includes expenditure for the funding of legal advice to allow the Union to seek advice on changing its Constitution.

***Motion:***

That the attached budget be agreed to.

***Carried U***

***Procedural (Calzoni)*** that motion 6 be heard next

***Procedural Carried U***



## 2. Notice of Motion No. 2 **Executive Officer**

- Mover– *Fernandez*
- Secunder – *Baker*

### ***Preamble:***

The SSU has secured funding for an Executive Officer for the rest of 2013 from the University. The hiring of an Executive Officer is a momentous achievement for the Union, with the Executive Officer able to ensure that the Union follows regulations and be able to head a large amount of administration work, allowing office-bearers to focus on more work.

A condition for funding for an Executive Officer as outlined in the agreement states that:

The position will be filled through an open and competitive selection process...and the appointment will be made by a selection panel constituted by the SSU Council.

### ***Motion:***

That Council delegates the President, Education Officer/Vice President, Secretary/Treasurer and Access & Equity Officer to incorporate the Executive Officer selection panel, and to delegate hiring powers to them.

That the selection panel reports the process and progress of the hiring process at subsequent Council meetings.

***Amendment (Calzoni):*** That the queer officer be included in the hiring process

***Acceptable to the mover***

***Carried (Latham abstention)***

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

- Mover– *Fernandez*
- Secunder – *Bruty*

***Preamble:***

The SSU is currently bound by a Constitution which was last edited in 2001. Since that time there have been major changes in the Union's fortunes and the implementation of the *Incorporated Associations Reform Act 2012* shows that the Constitution is currently out-dated.

A new Constitution requires a major amount of work, with each point in the current Constitution being scrutinised and structures changed. The major edits for the Constitution will focus around conditions of the annual elections, a change in committee structures and clauses to ensure that the Constitution complies with the new legislation.

The Secretary/Treasurer is currently creating a report on the changes which are required under legislation and the possible structures which the Union can take with the changing of its committees and election regulations. The Secretary/Treasurer is also seeking submissions from Council members and interested students on structural changes.

***Motion:***

That Council delegates the Secretary/Treasurer to lead a Constitution consultation group.

That interested parties meet in the Union meeting room, Hawthorn from 11am-4pm on Monday July 1 and Tuesday July 2 to discuss possible changes and structures.

That Council reconvene on July 15 to discuss the changes contained in the Constitution, allowing for a vote to secure the passing of the Constitution at a Special General Meeting.

***Carried U***  
***Procedural (Latham) that Council have a 10 minute break***  
***Procedural 6 for, 4 against***  
***Meeting resumed 14:44***

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

- Mover– *Bruty*
- Secunder – *Kehoe*

**Preamble:**

The Student Union is currently reviewing its policies to ensure that the Union remains a modernised and relevant organisation.

After consulting with Council members, this Code of Conduct has been put together to ensure that a proper policy can be looked to and followed by Council members.

**Motion:**

That Council adopts the attached Code of Conduct, with typographical errors in 2.2.2 be edited

**Amendment (Morison):** That “homophobic” be included in 3.2.1

**Acceptable to the mover**

**Lost (Sheikh, Latham abstention)**

#### 5. Notice of Motion No. 5 **CISA Conference**

- Mover– *Sheikh*
- Secunder – *Kleiner*

**Preamble:**

The Council of International Students Australia (CISA) is holding its annual conference from July 8-10 and its Annual General Meeting on July 11-12 in Sydney, NSW. This conference attracts prominent speakers, interested groups and students from across the nation. It mainly focuses on international students' issues in Australia and sets out practical ways of solving them.

The conference is a useful way of having Swinburne's voice heard, and it is vital that SISA sends representatives.

**Motion:**

That Salman Sheikh, Steven Jingga and Jainam Shah be allocated funding from SISA's allocated budget from the SSU to attend the CISA conference.

**Carried U**

**6. Notice of Motion No. 6  
Education Conference**

- Mover– *Calzoni*
- Secunder – *Latham*

***Preamble:***

The Union has received interest from the Women's Officer to attend the NUS Education Conference to be held in Adelaide.

***Motion:***

That Council allocates funding to allow the Women's Officer to attend the NUS Education Conference.

***Carried (Bruty abstention)***

## 9. OTHER BUSINESS

### Notice of Motion

### Next Council meeting

- Mover– *Fernandez*
- Secunder – *Bruty*

### **Motion:**

That the next Council meeting be held on Monday 15<sup>th</sup> July at 6:30pm.

*Carried U*

## 11. MEETING CLOSED:

*Meeting closed by Caroline Baker (The Chair) at 15:05.*