



MINUTES

Council Meeting:

Monday, 12th of October 2015

2:30 PM

MEETING DETAILS

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

ATTACHED DOCUMENTS

Office Bearer Reports
Unconfirmed Minutes Council 7th September 2015
2015 September Financial Report & Projection
2015 Funding Agreement
2016 Funding Negotiation Principles
2016 Suggested Funding Budget Proposal
SSU EBA v3 Tracked Changes
SSU EBA v3 with meeting notes
SSU EBA v4

MEETING OPEN:

Meeting opened by Brendan Spackman-Williams (The Chair) at 2:34pm. 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. We acknowledge that we meet on stolen land and that the sovereignty of this land was never ceded. Council honours their elders past and present and recognises that this always was and always will be Aboriginal land.

1. ATTENDANCE:

Present:

PRESIDENT	Brendan Spackman-Williams
GENERAL SECRETARY	Scott Morgan
EDUCATION OFFICER	Anthony Osborne
WELFARE OFFICER	Joshua Briers
HAWTHORN CAMPUS CHAIR	Ben Jackson
POSTGRADUATE REPRESENTATIVE	Caitlin Bruty
EDUCATION – PUBLIC AFFAIRS OFFICER	Tanja Schindler
EDUCATION – ACADEMIC AFFAIRS OFFICER	Suzanne Byron
DISABILITY REPRESENTATIVE	Michael Samarin
WOMEN'S REPRESENTATIVE	Tori Pearce
CLUBS & ACTIVITIES OFFICER	Tohiora Kuru (arrived 3:10pm)
INDIGENOUS REPRESENTATIVE	Christopher Jakobi (arrived 2:52pm)
GENERAL REPRESENTATIVE	Karuna Santosa

Vacancies:

WANTIRNA CAMPUS CHAIR
CROYDON CAMPUS CHAIR
TAFE/APPRENTICESHIP REPRESENTATIVE
INTERNATIONAL REPRESENTATIVE

Apologies:

QUEER REPRESENTATIVE	Lee Taube
ENVIRONMENT/SUSTAINABILITY OFFICER	Cliff Warren
GENERAL REPRESENTATIVE	Jonathan Sacco
GENERAL REPRESENTATIVE	David Uber

Absent without apology:

Observers:

Christina Evangelou	Andrew Morison (2013 Queer Representative)
Leila Feith	James Searle (Executive Officer, SSU)
Joshua Fernandez (2014 President, SSU)	Devon Nicholl
Abigail Michell (Trans Rep, SQD)	

2. ACCEPTANCE OF APOLOGIES:

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

- Mover: *Briers*
- Secunder: *Osborne*

Carried Unanimously

3. ACCEPTANCE OF AGENDA:

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

Morgan notes that the Queer Representative is unable to represent themselves for discussion on Motion 8.

- Mover: *Bruty*
- Secunder: *Pearce*

Carried (1 Abstention)

4. ACCEPTANCE OF PREVIOUS MINUTES:

The recorded minutes of the Council meeting held 7th September 2015 are a true and accurate reflection of the meeting and should be published on the Union's website.

- Mover: *Morgan*
- Secunder: *Briers*

Carried (1 Abstention)

5. DISCUSSION OF REPORTS:

Written reports received from the following:

Welfare Officer
Education Officer

Executive Officer
Education Public Affairs

Queer Representative

6. ACCEPTANCE OF REPORTS:

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

- Mover: *Briers*
- Seconder: *Pearce*

Carried (1 Abstention)

7. GENERAL BUSINESS:

- **Croydon & Wantirna Cafés**

Amended to Croydon Café

Croydon Café has been closed, Swinburne using temporary food trucks to make food available to students.

SSU has discussed with Croydon Executive Director (Sharon Rice) and the Swinburne Facilities Director (Kirsten Jefferies)

Previous operator was financially unsustainable. Survey conducted by the Education Officer showed that there is demand, and the previous offering was of poor quality which affected the demand.

SSU has acquired a food license for Level 3, which could be expanded to Croydon.

The Education Officer thanks Zane Clarke for his help conducting the aforementioned survey.

Intention to be operated by staff as a commercial enterprise or service aligned with the goals of the SSU to provide valuable services to students rather than deliver bottom line profit.

- **Swinburne Student Union 2016 Induction**

Representatives need to begin considering their portfolio and the content to pass on through handover. Any or thoughts around how to run Induction is welcome (let Brendan know)

Women's Representative has been working on handover docs already, and is happy to share as an example.

- **2016 Student Diary Ideas**

Diaries can take many forms. Suggestions for content and layout wanted (talk to James)

James: If the Diary proposal is voted up, the timeline will be 2-3 weeks to produce.

What we need is not necessarily ideas, but content. If Reps can generate content it can go in the Diary.

Byron: Would love to link to a google calendar, updatable to keep listed dates current as they change throughout the year.

Vouchers for food are also great.

Pearce: Students often aren't aware of all the information that's in the diary.

Bruty: Highlighted importance of producing a quality product in light of the time constraints.

Briers: Would prefer having enough blank space to actually use as a diary.

- **Student Union Events (Halloween Party, Warburton Awards)**

Weekly events continue in the bar.

Gamer's Night this Thursday (15th)

Halloween Party coming up (Friday 30th)

Warburton Awards date is yet to be confirmed, usually first Thursday after exam period.

Will be held in the bar, would be great if everyone could attend to recognise our volunteer's efforts through the year.

- **Current Financial Position**

Currently forecasting ~\$1100 surplus, with concerns around Halloween Party and Diary Advertising Revenue.

Includes forecasts for Capital Works and Student Diary, but not any potential Legal expenditure.

Cash flow forecast will likely require a withdrawal from the Term Deposit pending 2016 SSAF Funding Agreement.

- **2016 Budget**

Budget is upcoming. If anybody has opinions, please discuss with Brendan/Scott/James.

8. NOTICES OF MOTION:

1. Notice of Motion No. 1

Online Elections for Online & NICA Representatives

- Mover – Osborne
- Secunder – Byron

Preamble:

We need to set election dates for the remaining positions on Education Board Swinburne Online, Open Universities Australia, and National Institute of Circus Arts (NICA) representatives; these are the only remaining positions on Education Board yet to have election dates set.

Usually the Union conducts the elections on-campus with a postal ballot option for those who can't attend the on-campus ballot, However This doesn't really work for online students as it is an opt-in system; it also requires a lot of work to send the ballot papers out to students interstate and overseas.

Using an online election system would be better for electing online students as the system allows all online students to take part in the process of choosing their representatives.

This method of election should also extend to electing the NICA representative. The reason for this is that we won't be given the space at the Prahran campus to have a Returning Officer to run the election there.

This is hoped to be a once off so that we can get the process sorted so that they can be run in the main elections in future.

Amendment (Spackman-Williams): That the election can be delayed up to three weeks, with dates set at the discretion of the Executive officer, pending receipt of the electoral roles from SOL, OUA, and NICA.

Amenable to Mover and Secunder

Amendment (Morgan): That the expected cost of \$5 per 100 students be recognised in the motion.

Amenable to Mover and Secunder

Motion:

That the SSU holds elections for the SSU Education Board Swinburne Online, Open University Australia, and National Institute of Circus Arts Representatives, at an expected cost of \$5 per 100 students.

The election is to be conducted online in November in the week from Monday 16th to Friday 20th. Nominations open October 26th till November 9th. This can be delayed up to three weeks, with dates set at the discretion of the Executive officer, pending receipt of the electoral roles from SOL, OUA, and NICA.

The SSU Executive Officer should be appointed as Returning Officer for this election.

Carried (1 Abstention)

2. Notice of Motion No. 2 **NUS Affiliation**

- Mover – *Briers*
- Secunder – *Osborne*

Preamble:

For many years the Student Union has affiliated to NUS, the National Union of Students. NUS represents students across the entire country with a heavy focus on undergraduate students.

The regulations within NUS require it to submit an invoice to all campuses of a very significant amount, for Swinburne this approaches \$100,000. Every year as almost every other student organisation does, Swinburne applies to affiliate for a reduced amount. Due to the financial situation of the SSU this is a substantially smaller amount and in 2014 it totalled \$2,500.

Motion:

That the Swinburne Student Union affiliate to NUS for \$2,500 in 2015.

That the President and General Secretary see to this being completed by the 15th of November 2015.

Carried (1 Against, 2 Abstentions)

The president hands the chair to the Education Officer.

3. Notice of Motion No. 3 Student Union EBA

- Mover – *Spackman-Williams*
- Secunder – *Byron*

Preamble:

Since being delegated the negotiation powers and provided direction from both the Student Union Council & Service Management Board, the President and Executive Officer have been meeting with NTEU representatives to negotiate the EBA for the Student Union.

As we are all aware the current EBA expired many years ago, a new agreement will not only give staff clarity and support about the working conditions but also assist the Union in its funding proposals and negotiations.

Based off the recommendations from both the Student Union Council and the Services Management Board the NTEU, the SSU President & SSU Executive Officer are putting to Council an Enterprise Bargaining Agreement for Council to consider.

Motion:

That Council adopt the Swinburne Student Union Enterprise Bargaining Agreement.

Carried Unanimously

4. Notice of Motion No. 4 2016 Funding Proposal

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

Preamble:

Between October and November every year the Student Union undergoes a funding proposal and negotiation process for the following year.

The 2015 funding agreement is attached to provide context for this motion. Additionally a set of negotiation principles has been sent through to the University which is also attached. As highlighted in these principles, two keys areas (honoraria and staffing) are lacking in funding. These are key areas proposed to be increased for 2016.

Motion:

That Council adopt the 2016 Funding Proposal Amounts:

Wages & Remuneration	- \$482,245
Collectives	- \$21,000
Services & Events	- \$95,250
Student Media	- \$30,000
Administration	- \$47,100
TOTAL	- \$675,595

Carried Unanimously

5. Notice of Motion No. 5 Bookshop Legal Budget

- Mover – *Bruty*
- Secunder – *Morgan*

Preamble:

The Swinburne Bookshop Co-Operative Limited has applied to wind itself up, and wishes to distribute the proceeds of liquidation (several million dollars) to Swinburne University of Technology.

Motion:

- That the Legal Advice budget line be increased by \$35,000, recognising that this puts the budget for 2015 into deficit.
- That Council authorises up to \$5,000 to be spent on initial legal advice to determine whether it is worthwhile to pursue a case to distribute the bookshop's surplus.
- That, after the advice being provided to Council, an email motion may authorise expenditure of any amount up to the remaining budget line.

Carried (2 abstentions)

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

The Education Officer hand the chair to the President

Procedural (Spackman-Williams): That the meeting proceed to hear motion 8 before returning to motion 6.

Carried (1 Against)

6. Notice of Motion No. 6 **SSU Capital Works**

- Mover – *Morgan*
- Seconder – *Spackman-Williams*

Preamble:

Previously this year we sought out quotes for various capital works projects in the Student Union office from Facilities & Services. Listed below were the various projects and related costs.

Reception sliding window - \$1,200
Move door from UN412 to near sliding window - \$4,500
Projector installation in UN413 - \$2,200
Renovate kitchen - \$4,500
Cover over void down to level 3 - \$17,800
Remove EO office from UN410 - \$2,400

Services Management Board considered these and passed the following motion to approve the top two projects:

That Services Management Board recommends to Council that the Repairs & Maintenance budget line be increased by \$6,000 to allow for the installation of a reception sliding window and moving the swipe card door from UN412 to near the new sliding window.

Motion:

Council approves the Repairs & Maintenance budget line be increased by \$6,000 to allow for the installation of a reception sliding window and moving the swipe card door from UN412 to near the new sliding window.

Carried (2 against)

Procedural (Osborne): To extend the meeting time by half an hour.

Carried (2 against)

7. Notice of Motion No. 7
SSU 2016 Diary

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

Preamble:

It has been learnt that SSAA do not intend to print a diary for 2016, as a result the Services Management Board has considered the viability for such an endeavour for the Student Union and passed the following motion at its last meeting:

That SMB recommends to Council to increase the Student Media budget line by \$8,000, and authorise the remainder of its expenditure (after printing an election guide and the final Swine for the year) on a 2016 student diary, with Franklin Direct as the supplier.

Motion:

Council increases the Student Media budget line by \$8,000, and authorises the remainder of its expenditure (after printing the final Swine for the year) on a 2016 student diary, with Franklin Direct as the supplier.

Carried Unanimously

9. OTHER BUSINESS:

Notice of Motion No. 8

Motion submitted by SSU Member Caitlin Huppert & Queer Department Committee Members

- Mover – *Bruty*
- Seconder – *Pearce*

Preamble:

Lee Taube was elected uncontested for the Queer Representative position within the Student Union in 2014 and again in 2015.

Under their leadership the department has grown immensely, with the department becoming more open and accepting of all individuals. Lee has helped lead a number of initiatives for Swinburne students; including introducing gender neutral bathrooms (first University in Victoria), and getting Swinburne to support marriage equality (the first University in the Country to do so).

Over the last few months however, various individuals have felt there have been issues with Lee's leadership and behaviour as Queer Representative. On the 5th of October the committee of the Queer Department, who were all either elected by the Swinburne queer community or appointed by Lee themselves - handed Lee a letter stating all their concerns and that they had unanimously lost confidence in their ability to lead the department and requesting that they step down. This action was also endorsed by numerous members of the Queer Department.

Some key issues that were highlighted include:

- Failure to consult and communicate effectively with the SQD committee, especially in relation to organising major events. This made it extremely difficult to run those events in the cases when Lee stepped down from organising these events.
- Firing the Queer Department Events Officer without consultation with the committee and failure to give adequate justification, and the unprofessional manner in which the representative was notified of their termination (by group email with other department members).
- Breaching the Queer Department's Safer Spaces Policy by banning two Queer individuals from the facebook group without the committee or department members' knowledge.
- General inappropriate and unprofessional behaviour, including but not limited to: removing admin rights to facebook groups without consultation, using group emails and forums for private disputes, allowing personal opinion to get in the way of their position.
- Defamation of individuals through unfounded accusations of transphobia and sexism.

Amendment (Bruty):

- To include provision for making external mediation available to the SQD and SSU Queer Representative,
- That Lee is contacted by a member of Council with a full explanation about these discussions.

Amenable to Seconder

Motion:

That there be appointed a Caretaker President of the Queer Department who will take over the responsibilities of running the Swinburne Queer Department from the current SSU Queer Representative (Lee Taube) until December 31st 2015 and that the President of the Student Union communicate the caretaker's appointment as Caretaker Queer Department President to relevant Swinburne staff. This Caretaker President will have the following duties:

- To chair the Queer Department committee meetings and lead the department.
- To be transferred budgetary responsibilities, with the condition that all budget expenditure be approved by a Queer Committee meeting.
- To have the Student Union queer@ssu.org.au access given to them and removed from Lee Taube.
- To be invited to and can sit at all Union meetings that the Queer Representative is normally invited to, but shall not have voting rights which will still rest with Lee Taube as Queer Representative.

Given the unprofessional and divisive manner in which the Queer Representative has managed their affairs as an SSU representative and head of the Swinburne Queer Department, and given the amount of members of the Queer Department that feel that Lee no longer represents them, the Swinburne Student Union will call for the Queer Representative Lee Taube to resign from their position.

That Zane Clark is appointed as the Caretaker Queer Department President.

Should the Queer Representative position become vacant before the end of 2015 the SSU Council will collaborate with the SQD committee and select an appropriate candidate.

That the SSU make available external mediation to the SQD and SSU Queer Representative.

That the Queer Representative, Lee Taube, is contacted by a member of Council with a full explanation about these discussions.

Carried (2 abstentions)

Meeting returns to hear motion 6.

Notice of Motion

Remuneration Panel

Motion:

That the Women's Representative Tori Pearce be appointed as the rotating Council member on the Remuneration Panel until the next Council meeting.

Carried Unanimously

Notice of Motion

Next Council meeting

Motion:

That the next Council meeting be held at 2:30pm, Monday 16th November at the Hawthorn Campus.

Carried Unanimously

10. MEETING CLOSED:

Meeting closed by Brendan Spackman-Williams (The Chair) at 5:33pm, within three hours of the original start time.