

Meeting Minutes

SSU Council Meeting

Friday 18th May 2018



Item	Meeting Details	Time
	Venue: ATC205	14:45
	Chair: Sam Roberts (President)	
	Minute-taker: Fergus Clancy (General Secretary)	

1 **Welcome & Meeting Open**

Meeting open 14:30 pm. Council will observe one minute's silence for contemplation.

2 **Acknowledgement of the Traditional Owners**

The Swinburne Student Union respectfully acknowledges the traditional custodians of this land on which we meet, 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. The Union honours their elders past and present and acknowledges that this always was and always will be Aboriginal land.

3 **Attendance**

3.1 Required attendees:

Sam Roberts (President),
Fergus Clancy (General Secretary),
Param Mahal (Education Officer),
Aura-Elle Marais (Welfare Officer),
Farhan Islam (Activates Representative),
Usman Javed (Hawthorn Campus Chair),
Maaz Sharieff (Postgraduate Representative),
Jasminder Singh (International Representative),
Kubra Sener (PAVE Representative),
James Atkins (Small & Regional Representative),
Shruthi Menon (Women's Representative),
Jane Owen (Queer Representative),
Ananya Shah (People of Colour Representative),
Aashima Sondhi (Health & Disability Representative),
Ayesh Wijayasiri (Environment & Sustainability Representative),
Muhammad Taha (General Representative),
Sithara Shanubough (General Representative),
Starr Guzman (General Representative)

3.2 Attendance:

Sam Roberts (President),
Fergus Clancy (General Secretary),
Param Mahal (Education Officer),
Aura-Elle Marais (Welfare Officer),
Farhan Islam (Activates Representative),
Usman Javed (Hawthorn Campus Chair),
Maaz Sharieff (Postgraduate Representative),
Kubra Sener (PAVE Representative),
Shruthi Menon (Women's Representative),
Ayesh Wijayasiri (Environment & Sustainability Representative),
Starr Guzman (General Representative)

3.3 Observers:

- 3.4 Apologies:
- Jasminder Singh (International Representative),
 - James Atkins (Small & Regional Representative),
 - Jane Owen (Queer Representative),
 - Aashima Sondhi (Health & Disability Representative),
 - Sithara Shanubough (General Representative)

- 3.5 Absent without apology:
- Muhammad Taha (General Representative)

3.6 **Acceptance of Apologies**

MOTION (,):

Action

Council Accepts the following apologies:

1. Jasminder Singh (International Representative),
2. James Atkins (Small & Regional Representative),
3. Jane Owen (Queer Representative),
4. Aashima Sondhi (Health & Disability Representative),
5. Sithara Shanubough (General Representative),

Carried unanimously

4 **Confirmation of Agenda and Previous Minutes**

4.1 **Ordering and starring of items**

Action

1. That the agenda as distributed be agreed to.

Moved: Sam Roberts (President)

Seconded: Fergus Clancy (General Secretary)

Carried unanimously

5 **Committee Reports**

Written reports submitted by committee and board convenors to Council.

Written reports provided by committees/convenors will be published and available publicly online.

- 5.1 Secretariat Report
- 5.2 Services Management Board Report
- 5.3 Education Board Report
- 5.4 Welfare Board Report
- 5.5 Hawthorn Campus Committee Report
- 5.6 Croydon Campus Committee Report
- 5.7 Wantirna Campus Committee Report
- 5.8 Swinburne University Postgraduate Association Committee Report
- 5.9 Swinburne International Student Association Report
- 5.10 Pathways and Vocational Education Committee Report

Shruthi Menon left the meeting

15:03

6 **Finance Reports**

7 **Business** 15:06

7.1 **Housekeeping, Office Update**

The President will provide representatives with an update on office activities and other points of note.

7.2 **Welfare-on-wheels**

Preamble

Students need support during the stressful exam period. Other universities provide various support mechanisms to alleviate stress and motivate students.

Platform

Welfare department is set up to provide support for student's wellbeing.

Action

Allocating a funding of \$2000 to order supplies for the welfare on wheels program for semester 1.

Moved: Aura-Elle Marais (Welfare)

Seconded: Param Mahal (Education)

Carried unanimously

Shruthi Menon re-entered the room

15:26

7.3 **Service Management Board SUT Representative**

Preamble

Service Management Board requires a Swinburne University of Technology (SUT) representative on the board. This allows the Union to be in contact with SUT for assistance with their activities and gives SUT up to date with the Union's actions.

Action

The Union should appoint Kain Jarvis to sit on the board.

Moved: Sam Roberts (President)

Seconded: Fergus Clancy (General Secretary)

Carried unanimously

Ananya Shah attended the meeting

15:35

7.4 **Abolish half-yearly memberships**

Preamble

Buying a Swinburne Student Union membership is an act of solidarity to the Union. Having half-yearly membership option for students, conflicts with this ideology. Services the Union provide are for the benefit of members who believe in the Union's student representation. Supporting the Union with a membership is to continue the ongoing values and allow the Union to represent students of Swinburne University of Technology.

Platform

The Union should abolish half-yearly memberships to encourage student to see the union as a student representative force and not a short term cost benefit.

Action

From this point forward, the Swinburne Student Union will no longer offer to students.

Moved: Fergus Clancy (General Secretary)

Seconded: Sam Robert (President)

Carried unanimously

Farhan Islam left the meeting

15:42

7.5 **CISA Conference Delegates**

Preamble

As an affiliate of CISA the SSU has four votes to exercise at the upcoming CISA national conference on behalf of the four levels of study of our students. This motion seeks to clarify the exercising of those votes.

Motion:

That Param Mahal or a proxy of Param Mahal will exercise the union's votes on behalf of VET students, TAFE/PAVE students, and undergraduate students.

That Maaz Sharieff or a proxy of Maaz Sharieff will exercise the union's votes on behalf of Post-Graduate Students.

That Sam Roberts will be in attendance to the CISA conference.

Moved: Sam Roberts (President)

Seconded: Aura-Elle Marais (Welfare Officer)

Carried unanimously

7.6 **Omnibus conference payment authorisation**

Motion:

That the council authorise Sam Roberts to use \$3000 for CISA national conference.

- \$900 registration fee for 3 delegates.
- \$450 for accommodation for 3 delegates.
- \$1500 for travel expenses for 3 delegates (this includes travel expenses for two delegates to attend the NUS education conference)

That the council authorise Sam Roberts to use \$3600 for the NUS education conference.

- \$1000 registration fee for 5 delegates.
- \$1350 for accommodation for 5 delegates.
- \$1200 for travel expenses for 3 delegates.

That any kilometre reimbursement arising from conferences, not payable to staff, shall be set at \$0.50 per kilometre in line with the SSU's previous travel and reimbursement policy.

Moved: Sam Roberts (President)

Seconded: Aura-Elle Marais (Welfare Officer)

Carried unanimously

7.7 **Nomination for Education Board**

Preamble

The Education Board has lots of vacancies for PAVE which should be filled to provide ample representation for PAVE students.

Action

The Council nominates Syeda Zehra for the position of Department of Health, Science, Education, and Social Services Representative in the Education Board.

Moved: Param Mahal (Education Officer)

Seconded: Aura-Elle Marais (Welfare Officer)

Carried unanimously

8	Reports	
	Written reports provided by representatives will be published and available publicly online.	
8.1	President Report	
8.2	General Secretary Report	Doc
8.3	Education Officer Report	Doc
8.4	Welfare Officer Report	Doc
8.5	Activities Representative	Doc
8.6	Hawthorn Campus Chair Report	Doc
8.7	<i>Wantirna Campus Chair Report – VACANT</i>	
8.8	<i>Croydon Campus Chair Report – VACANT</i>	
8.9	Postgraduate Representative Reports	
8.10	International Representative Report	
8.11	PAVE Representative Report	Doc
8.12	Small & Regional Representative Report	Doc
8.13	Women's Representative Report	Doc
8.14	Disability Support Representative Report	Doc
8.15	Environment & Sustainability Officer Report	
8.16	Queer Representative Report	
8.17	<i>Indigenous Representative – VACANT</i>	
8.18	People of Colour Representative Report	
8.19	General Representative – Muhammad Taha Report	
8.20	General Representative – Sithara Shanubough Report	
8.21	General Representative – Starr Guzman Report	Doc
		Doc
8.22	Media Committee – Sarah Sordelli Report	Doc
8.23	Media Committee – Rachel Cheng Report	Doc
8.24	Media Committee – Abbey Thorpe Report	Doc
8.25	Media Committee – Starr Guzman	Doc
		Doc
8.26	Executive Officer Report	Doc
	Maaz Sharieff left the meeting	15:51
	Shruthi Menon left the meeting	15:53
	Farhan Islam entered the room	15:54
	Shruthi Menon entered the room	15:56
9	Other Business	
9.1	Future Meetings	
	The next council meeting will be scheduled by the General Secretary based on semester 1 availability.	
10	Closing Business	16:15
10.1	Meeting closed.	

