

# Meeting Minutes

## SSU Council Meeting

### Thursday 18<sup>th</sup> January 2018



---

Item	Meeting Details	Time
	Venue: UN413	12:04
	Chair: Sam Roberts (President)	
	Minute-taker: Fergus Clancy (General Secretary)	

---

#### 1 Welcome & Meeting Open

Meeting open 12:00 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:

1. Sam Roberts (President),
2. Fergus Clancy (General Secretary),
3. Param Mahal (Education Officer),
4. Aura-Elle Marais (Welfare Officer),
5. Farhan Islam (Activates Representative),
6. Usman Javed (Hawthorn Campus Chair),
7. Maaz Sharieff (Postgraduate Representative),
8. Jasminder Singh (International Representative),
9. Kubra Sener (PAVE Representative),
10. James Atkins (Small & Regional Representative),
11. Shruthi Menon (Women's Representative),
12. Jane Owen (Queer Representative),
13. Tarek Maghraby (People of Colour Representative),
14. Aashima Sondhi (Health & Disability Representative),
15. Ayesh Wijayasiri (Environment & Sustainability Representative),
16. Muhammad Taha (General Representative),
17. Sithara Shanubough (General Representative),
18. Starr Guzman (General Representative)

##### 3.2 Attendance:

1. Sam Roberts (President),
2. Fergus Clancy (General Secretary),
3. Param Mahal (Education Officer),
4. Aura-Elle Marais (Welfare Officer),
5. Usman Javed (Hawthorn Campus Chair),
6. Jasminder Singh (International Representative),
7. James Atkins (Small & Regional Representative),
8. Shruthi Menon (Women's Representative),
9. Jane Owen (Queer Representative),
10. Aashima Sondhi (Health & Disability Representative),
11. Ayesh Wijayasiri (Environment & Sustainability Representative),
12. Muhammad Taha (General Representative),
13. Sithara Shanubough (General Representative),
14. Starr Guzman (General Representative)

##### 3.3 Observers:

- 3.4 Apologies:
1. Farhan Islam (Activates Representative),
  2. Maaz Sharieff (Postgraduate Representative),
  3. Tarek Maghraby (People of Colour Representative),
  4. Sithara Shanubough (General Representative)

- 3.5 Absent without apology:
1. Kubra Sener (PAVE Representative)

3.6 **Acceptance of Apologies**

**Action**

Council Accepts the following apologies:

- |                       |  |
|-----------------------|--|
| 1. Farhan Islam       | Security training.                       |
| 2. Maaz Sharieff      | In India, return 6th Feb.                |
| 3. Sithara Shanubough | In India, return 16 <sup>th</sup> Feb.   |
| 4. Tarek El Maghrabi  | Holidaying, return 19 <sup>th</sup> Jan. |

**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:** Param Mahal (Education Officer)

**Carried Unanimously**

4.2 **Ratification of previous decisions**

**Motion to ratify email motion.**

**Action**

1. That council ratify "2017 Audit" motion.

**2017 Audit**

"Motion (Tinc, Briers):

Appoint Collins and Co as the Auditors of the Union for the financial Year ending the 31st December 2017"

**Moved:** Sam Roberts (President)

**Seconded:** Param Mahal (Education Officer)

**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

---

6 **Finance Reports**

---

7 **Business**

7.1 **Housekeeping, Office Update**

**Doc**

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

7.2 **Motion to change bank signatories**

**Preamble**

Add the Executive Officer and General Secretary to the Union Bank Accounts

**Action**

1. To authorise Fergus Michael Clancy and Matthew Robert Posetti to be signatories of the Unions bank accounts

**Moved:** Sam Roberts (President)

**Seconded:** Param Mahal (Education Officer)

**Carried Unanimously**

7.3 **Standing Orders**

**Doc**

**Preamble**

Standing Orders document explains how meetings in the Union are to be regulated. The Standing Orders have been updated to exclude unnecessary and repeated points. It is key for our organisation to be diligent with our meetings to allow precise action for our students.

**Action**

1. The Union will align completely with the regulations outlined in the Standing Orders document.
2. All student representatives will read and understand the Standing Orders document so every student representative can assist in smooth and formal meeting structure.
3. The Union will adopt the attached update of the Standing Orders as its regulation for all formal meetings.

**Moved:** Roberts (President)

**Seconded:** Clancy (General Secretary)

**Carried Unanimously**

7.4 **Financial Regulations** **Doc**

**Preamble**

As outlined in the budget for this year, a strict and responsible management of funds must be in place so the Union can grow to represent more students. The Financial Regulations limit unnecessary spending and creates a transparent and organised financial stability that the Union desperately needs.

The Financial regulations also bring the Union into the 20<sup>th</sup> century with the ability to use PayPal and explains how student representatives can use credit and debit cards.

**Action**

1. The Union will align completely with the regulations outlined in the Financial Regulations document.
2. All student representatives will read and understand the Financial Regulations so they can use the regulations to their benefit to represent their fellow students.
3. The Union will adopt the attached update of the Financial Regulations as its regulation for all financial matters.

**Moved:** Roberts (President)

**Seconded:** Clancy (General Secretary)

**Carried Unanimously**

7.5 **Financial Standing Committee**

**Preamble**

As outlined the Financial Regulations, a Finance Standing Committee needs to be appointed.

**Action**

1. The Union appoints
  - a. Maaz Sharieff, Postgraduate Representative, and
  - b. Shruthi Menon, Women's Representative,as the two additional members for the Finance Standing committee.

**Moved:** Roberts (President)

**Seconded:** Clancy (General Secretary)

**Carried Unanimously**

7.6 **Rescind Clubs Regulation**

**Preamble**

The Union does not currently organise nor does the Union run clubs, thus having a club regulations is not necessary.

**Action**

1. The Clubs Policy will be removed from the website and will not be replaced.
2. The Union rescinds the Clubs Regulation.

**Moved:** Roberts (President)

**Seconded:** Clancy (General Secretary)

7.7 **Rescind Document Guide**

**Preamble**

The Document Guide has become redundant and is no longer useful for student representatives of the Union.

**Action**

1. The Document Guide will no longer be given to Student Representatives of the Union.
2. The Union rescinds the Document Guide.

**Moved:** Roberts (President)

**Seconded:** Clancy (General Secretary)

7.8 **Rescind Handover Document**

**Preamble**

The current Handover Document studs the fluid transition that is required for a handover of the Union.

**Action**

1. The current Handover Document will no longer be in effect. The President, Sam Roberts, and the General Secretary, Fergus Clancy, will create a new more effective document to enable a brisk handover transition.
2. The Union rescinds the Handover Document.

**Moved:** Roberts (President)

**Seconded:** Clancy (General Secretary)

7.9 **Rescind Social Media Regulation**

**Preamble**

The Social Media Regulation is disjointed from the rapid tides of social media. It is no longer useful or helpful in helping our social media presence.

**Action**

1. To allow a dynamic social media presence, actions will be decided by the President, General Secretary and/or Staff.
2. The Union rescinds the Social Media Regulation.

**Moved:** Roberts (President)

**Seconded:** Clancy (General Secretary)

Motions 7.6, 7.7, 7.8, 7.9 moved en bloc

**Carried Unanimously**

7.10 **New SUPA committee member**

**Preamble**

There is a vacancy in the SUPA committee that the Union should take action in filling.

**Action**

1. The Council appoints Sohaib Hamed to the position of SUPA Committee member.

**Moved:** Roberts (President)

**Seconded:** Clancy (General Secretary)

**Carried Unanimously**

7.11 **President Summit**

**Preamble**

President Summit is an event held by NUS to train and give support to any registered Unions. The event will run from 29<sup>th</sup> of January to the 31<sup>st</sup> of January. This year President Summit is held at Deakin University, this makes the cost of sending student representatives affordable.

**Action**

1. The Union should support the President, Sam Roberts, and the General Secretary, Fergus Clancy, in this training conference so they may make informative decisions for the Union in months and years to come.
2. The Union will authorise up to \$1000 to cover registration fees, inclusive of conference registration, accommodation and any included meals and transport for the President, Sam Roberts, and the General Secretary, Fergus Clancy, to attend the Summit.
3. No other expenses will be covered by the Union.

**Moved:** Roberts (President)

**Seconded:** Clancy (General Secretary)

**Carried Unanimously**

7.12 **HECS is Best**

**Preamble**

In response to the recent proposed budget measures surrounding the tertiary education sector and the federal education ministers recent comments around the sustainability of the HECS system, this motion details the SSU's stance on university funding and the HECS system.

**Platform**

1. The SSU recognises HECS is currently the best system in allowing equality of access to university for Australian students.
2. The SSU opposes fee deregulation.
3. The SSU opposes any cuts to University.
4. The SSU opposes any move by the government to remove some or all arts courses currently covered by HECS, from being covered by HECS
5. The SSU believes in decreased fees for units which are blended/online
6. The SSU supports the ability for students to access textbooks through the HECS repayment scheme.

**Action**

1. The Union will support any national campaigns as well as opposing attacks on HECS.
2. The Union rescind any motions supporting Free Education or a deregulated education system.

**Moved:** Roberts (President)

**Seconded:** Clancy (General Secretary)

**Carried Unanimously**

7.13 **Representing students at work**

**Preamble**

In an era where the basic rights of workers, gained by the unions, are coming under attack, it is more important than ever that we stand in solidarity with the trade unions responsible for the welfare of millions of working Australians.

**Platform**

The Swinburne Student Union supports the Australian Trade Union movement and the work of all Australian Trade Unions in protecting the rights of workers.

The Swinburne Student Union believes all students should be a member of their relevant Trade Union.

**Action**

1. The Union will promote awareness and membership of students to their relevant Australian Council of Trade Unions (ACTU) affiliated Trade Unions.
2. That the Swinburne Student Union welcomes any support from Australian Trade Unions in helping to unionise students, and educate students in workplace rights and the importance of the Labour/Union movement.
3. That the Swinburne Student Union will aim to support Australian Trade Unions where possible, in unionising and educating students, who are often some of the most exploited employees in the workforce.
4. That any staff involved in inducting new staff members for employment in the Swinburne Student Union will inform all staff, new and existing, of their relevant union, and provide them with the resources and information needed to join, should they choose to do so.

**Moved:** Roberts (President)

**Seconded:** Clancy (General Secretary)

**Carried Unanimously**

**Procedural Motion (Roberts):**

To discuss a motion to 'Adopt the attached budget, as the Union's Budget for 2018.'

**Carried Unanimously**

**Adopt Budget**

**Action**

1. The Union adopts the attached budget, as the Union's Budget for 2018.

**Moved:** Roberts (President)

**Seconded:** Clancy (General Secretary)

**Carried Unanimously**

**Doc**

8	<b>Reports</b>	
	Written reports provided by representatives will be published and available publicly online.	
8.1	President Report	Doc
8.2	General Secretary Report	Doc
8.3	Education Officer Report	Doc
8.4	Welfare Officer Report	
8.5	Activities Representative	
8.6	Hawthorn Campus Chair Report	
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	
8.12	Small & Regional Representative Report	Doc
8.13	Women's Representative Report	
8.14	Disability Support Representative Report	
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	Doc
8.19	General Representative – Muhammad Taha Report	
8.20	General Representative – Sithara Shanubough Report	
8.21	General Representative – Starr Guzman Report	Doc
8.22	Media Committee – Sarah Sordelli Report	
8.23	Media Committee – Rachel Cheng Report	
8.24	Media Committee – Abbey Thorpe Report	
8.25	Media Committee – Starr Guzman	Doc
8.26	Executive Officer Report	
9	<b>Other Business</b>	
9.1	<b>Future Meetings</b>	
	The next council meeting will be scheduled by the General Secretary based on semester 1 availability.	
10	<b>Closing Business</b>	
10.1	Meeting closed.	<b>13:38</b>

---