



**MINUTES FOR A MEETING OF COUNCIL
NEW LAW LECTURE THEATRE 104
6:00PM AT 18TH JULY 2012
[EX CAMERA]**

Chair: Angelus Morningstar

Minutes: Mike de Waal

Present: John Nowakowski, Angelus Morningstar, Mike de Waal, Tim Scriven, Maria Elena Indelicato, Alice Brandli, Kylee Hartman-Warren, Tuba Omer, Siva Purushothuman, Kareena Denley, Joanne Gad, Peter Mendes.

Guests: John Fell (SUPRA Finance Manager and Health and Safety Representative)

★ 1 Acknowledgement of Country and Welcome

The President opened the meeting at 6:00pm.

★ 2 Focus Topic – Workplace Health and Safety

John Fell, Health and Safety Representative (HSR) at the SUPRA Offices, outlined the new WHS regulations in NSW. The changes involve changes to terminology ('Occupational Health and Safety' is now known as 'Workplace Health and Safety', etc). He outlined the duties and responsibilities of the HSR. He mentioned that Council has three months to nominate people for the Health and Safety Committee. The minimum for such a Committee is five. John noted that the SUPRA workplace is a generally safe place, but accidents still happen. He pointed particularly to practices around the kitchen area, and warned that SUPRA does have an "open door", meaning anyone can walk in off the street. Activities held outside the Office (e.g. the recent bushwalk) can still be held in what are considered "workspaces" under the new legislation.

He recommended that Councillors to review the new Act to familiarise themselves with the updated legislation. He also invited Councillors to come and see him at the SUPRA Offices if they would like to know more.

John was asked who classifies as a 'worker'. John responded that all those receiving stipends or any other wage fall under this category. There was some uncertainty as to whether members of the Management Committee (i.e. every member of Council) would fall under the category.

John mentioned that there is no designated First Aid Officer in the SUPRA Offices at present. There is only a First Aid box. He recommended that somebody who is at the SUPRA Offices regularly gain such a qualification. John will become a First Aid Officer, but he is only in the Offices on Mondays and Fridays.

3 Governance

3.1 Resignation

Seetha Santhakumar has resigned. As per 05.08: 1) of the constitution, she has named Manna Mostaghim to take her place. Manna has consented to this appointment. Equity requirements of Council remain met.

Recommendation: That Council notes the appointment of Manna Mostaghim

3.2 Apologies

Khawaja Aown, Bishara Marzook, Thomas Munro, Muhammad Usama, Bradley Wells, Lewis Hamilton, Amy Mao, Philip Muratore

3.3 Proxies

Thomas Munro to Alice Brandli (2nd pref: John Nowakowski)
Bradley Wells to Tuba Omer (2nd pref: Cyrus Achaemanian)
Lewis Hamilton to Sharangan Maheswaran
Amy Mao to John Nowakowski
Philip Muratore to Maria Elena Indelicato (2nd pref: John Nowakowski)
Peter Mendes to Kylee Hartman-Warren (until his arrival).

★ 3.4 Starring of Items

The Council is invited to identify any items not currently scheduled for discussion

[JUL12-01] Motion: That Council accepts all un-starred items

Moved: John Nowakowski **Seconded:** Tuba Omer. **Consensus.**

3.5 Notifications

There were no notifications.

★ 4 Affirmation of Code of Conduct and Safer Spaces Charter

Angelus recommended that everyone read and understand the attached policies. Angelus, as the Chair, moved that this item be deferred until the end of the agenda. There were no objections.

The item was returned to after item 15.

Clarification was sought on part 05.02: 4). The President explained that this means official comment to the media.

Clarification was sought on part 03.01 3e). The President explained that the context of the document is about a breach of conduct, not negligence. It concerns deliberate acts and serious omissions. It was asked how complaints are resolved. The President pointed to the SUPRA Grievance Regulations, and stated that our actions as individual councillors are accountable to Council as a whole.

It was asked what might be defined as ‘oppressive behaviour’. The President suggested that Council could decide this on a case-by-case basis. It is a difficult issue to define; it has no strict legal status. Often it relates to structural issues whereby certain groups are privileged or over-represented. The Vice President (Community) mentioned that penalisations would likely only be for clear breaches.

★ 5 Officer Stipends [In Camera]

[JUL12-02] Motion: That Council ratify presumptions 1-9 of the Financial Recommendations.

Moved: Maria Elena Indelicato **Seconded:** Mike de Waal **Consensus.**

Motion [JUL12-03]: That Council endorse Recommendation 1 of the Financial Recommendations document.

Moved: Maria Elena Indelicato **Seconded:** Alice Brandli

In favour: 12 **Against:** 4 **Abstentions:** 2 **Carried.**

Tuba Omer left the room at 7:30pm.

★ 6 Elections and Appointment

6.1 Election for the position of Education Officer

There were no nominations.

6.2 Appointments to Workplace Consultative Committee [In Camera]

6.3 Appointment to the Employment Selection Panel [In Camera]

6.4 Appointment to Workplace Health and Safety Committee

Angelus Morningstar and John Nowakowski nominated.

It was asked if Councillors were welcome to attend without being formally appointed. The Director of Student Publications said there should be no problem.

It was asked if they were required to be First Aid officers. The President responded in the negative – they're just there to raise issues in an appropriate forum around WHS.

There were no other nominees. Angelus Morningstar and John Nowakowski were appointed to the Committee.

6.5 Nominations to Management, Budget, Policy, Community Engagement, and Publications Committees

The Director of Student Publications said that under constitutional changes submitted to Senate, there's a change that requires councillors to be a member of at least one committee. The Vice President (Community) noted that it's still possible to attend even if you don't sign up now.

It was mentioned that lots of people might want to come but have work and other commitments. Councillors need notice in advance. The Director of Student Publications

recommended the use of an online poll or something similar amongst people who are interested in getting involved.

Siva Purushothuman, Alice Brandli and Joanne Gad declared their interest in joining Management Committee.

Alice Brandli and Joanne Gad declared their interest in joining Budget Committee.

Kareena Denley declared her interest in joining Policy Committee

Maria Elena Indelicato, Peter Mendes, and Alice Brandli declared their interest in joining Community Engagement Committee.

Peter Mendes declared his interest in joining Publications Committee.

7 Minutes of Meetings

7.1 Minutes of the previous month's meetings

7.1.1 Meeting of Council

7.1.2 Management Committee

7.1.3 Budget Committee

★ 7.2 Business Arising From Minutes

8 Reports of Meetings

8.1 Reports of the previous month's meetings

8.1.1 Publications Committee

8.1.2 Operations Committee

8.1.3 Probation Review Committee

★ 8.2 Business Arising From Reports

9 Officer Reports

9.1 President

Angelus Morningstar

9.2 Vice President (Community)

Kylee Hartman-Warren and Tim Scriven

9.3 Vice President (Policy)

John Nowakowski and Kylee Hartman-Warren

9.4 Treasurer

Timothy Scriven and Khawaja Almas.

The outgoing Treasurer pointed to the Recommendations of the outgoing Treasurer's report. He noted that Recommendation 1 is actually required by the financial regulations, but the previous Treasurer failed to adhere to this.

It was asked whether Recommendation 2 relates to an ethos, discussions or something else. The

outgoing Treasurer responded that he was concerned that SUPRA is not spending enough money. It's a soft motion instructing Council to bring ideas surrounding how we can spend money.

It was asked when we were going to hire a Research Officer under Recommendation 6. The outgoing Treasurer responded that we haven't resolved exactly what's happening with that. He wants to sort out this line item as soon as possible. The President added that the Workplace Consultative Committee met that day, and that he was drafting a proposed position which will be part of consultation.

It was asked if we were able to start a subcommittee on financial regulations immediately, as per Recommendation 3. The outgoing Treasurer replied that we could. Angelus asked if this might come under the Policy Committee's responsibilities. It was recommended that the Terms of Reference be brought forward. The President suggested that the feeling in the room was that we hold off debate on this.

Procedural: That discussion is deferred on Recommendation 3.

Moved: John Nowakowski.

In favour: 10. **Against:** 3. **Carried.**

The President asked if there were any objections to any other recommendations. There were none.

Motion [JUL12-04]: That Council accept the Recommendations 1-7 of the Treasurer's Report, excluding 3.

Moved: Tim Scriven **Seconded:** Maria Elena Indelicato **Consensus.**

9.5 Secretary

Tom Munro, John Nowakowski, and Mike de Waal

9.6 Director of Student Publications

Kylee Hartman-Warren and John Nowakowski

9.7 Equity Officers

9.7.1 International Officer

Hye Ryun Kim and Tuba Omer

9.7.2 Disabilities Officer

Rosemary Whitecross and Timothy Scriven

9.7.3 Queer Officer

Tom Munro

9.7.4 Women's Officer

Kareena Denley

9.7.5 Equity Convenor

Tom Munro

★ 9.8 Business Arising From Reports

★ 10 Verbal Report from Postgraduate Fellow of Senate

There was no report.

★ 11 Verbal Report from member of Staff

Margaret Kirkby had sent her apologies.

★ 12 Office Relocation

The President stated that SUPRA is being relocated. This is coming imminently. Council doesn't meet

frequently enough to efficiently deal with the relocation issue.

The Vice President (Community) asked that notice of the Workplace Consultative Committee be given.

Motion: That Council delegate authority to the Workplace Consultative Committee, with invitation to all members of Council and Staff to consider and approve or reject the proposed sites.

Moved: John Nowakowski **Seconded:** Maria Elena Indelicato **Consensus.**

★ 13 SSAF Funding Matter [In Camera]

Motion [JUL12-05]: That Council delegate authority to ratify the SSAF Funding Agreement to the SUPRA Management Committee.

Moved: Tim Scriven **Seconded:** Maria Elena Indelicato **Consensus.**

★ 14 Managerial Processes and Practice [In camera]

★ 15 Special Consideration

Angelus encouraged Council to read the memorandum on this issue. Tim Scriven asked if he could commend Angelus for the letters sent in regard to Special Consideration.

Motion [JUL12-06]: To commend Angelus for his fine work in drafting these three letters, with the support of the Advocates.

Moved: Tim Scriven **Seconded:** Kylee Hartman-Warren. **Consensus.**

★ 16 Other Business

The item discussed in other business was held *in camera*.

The President closed the meeting at 8:12pm.