



# MINUTES FOR THE MEETING OF COUNCIL FOR THE SYDNEY UNIVERSITY POSTGRADUATE REPRESENTATIVE ASSOCIATION HELD AT 6:00PM ON 23<sup>RD</sup> NOVEMBER 2010 AT THE SUPRA OFFICES

<b>Chair:</b>	John Nowakowski
<b>Minutes:</b>	Angelus Morningstar
<b>Present:</b>	Sophia Barnes (arrived 6:22pm – 7:11pm), Chihong Choi, Heidi Claus (departed 7:08pm), Andrew Elder, Ben Ferris (8:06pm), David Latimer, Angelus Morningstar, Tom Munroe, Pip Muratore, John Nowakowski, Bradley Wells (departed 8:14pm), Rosemary Whitecross (arrived 6:30pm)

*Meeting Opened at 6:04pm*

## 1. Acknowledgement of Country and Welcome

The Chair conducted the acknowledgement of Country.

## 2. Apologies, Absentees, Leave and Proxies

### 2.1. Apologies

Andrew CLAYPHAN, Kylee HARTSMAN-WARREN, Lian JENVEY, David ROBERTSON, Elizabeth SCALLY, Simone WHITE, and Lynne XIE have tendered their apologies.

### 2.2. Proxies

Angelus MORNINGSTAR carries the proxy for Andrew CLAYPHAN.

Sophia BARNES carries the proxy for Kylee HARTSMAN-WARREN.

Heidi CLAUS carries the proxy for Lian JENVEY.

Rashmi KUMAR carries the proxy for David ROBERTSON and Elizabeth SCALLY.

John NOWAKOWSKI carries the proxy for Lynne XIE.

## 3. Review and Approval of Minutes

### 3.1. SUPRA Council, 21<sup>st</sup> October 2010

### 3.2. Management Committee, 26<sup>th</sup> October 2010

### 3.3. Management Committee, 2<sup>nd</sup> November 2010

### 3.4. Management Committee, 9<sup>th</sup> November 2010

### 3.5. Management Committee, 16<sup>th</sup> November 2010

### 3.6. Policy Committee, 6<sup>th</sup> October 2010

No minutes of the Budget Committee were written, however the Treasurer has submitted a Budget Committee Report.

A query was raised regarding whether guidelines existed on the selection process for representatives to ACM. It was suggested that perhaps guidelines should be drafted to guide this decision maker.

It was noted that other postgraduate affiliates often have larger representations, and since SUPRA is the largest postgrad organisation and one of the largest contributor to their finances. As a meeting of the peak body of postgraduates, it has been customary to send a large delegation.

It was considered in the new financial constraints that perhaps we should consider its cost-effectiveness.

An amendment was requested to clarify ManCom 26<sup>th</sup> October, who the Request for Support was for.

An amendment was requested on ManCom Nov 16<sup>th</sup>, that the motion regarding the loan of money to CAAH be corrected to reflect that.

[Motion 01/101123]

That SUPRA Council accept the minutes as true reflections of the meetings, with noted minutes.

*Proposed from the Chair*

*Result: Carried*

## 4. Reports from Office Bearers

- 4.1. **President Report**
- 4.2. **Vice-President (Policy) Report**
- 4.3. **Vice President (Community) Report**
- 4.4. **Secretary Report**
- 4.5. **Treasurer Report**
- 4.6. **Director of Student Publications Report**
- 4.7. **Women's Officer Report**
- 4.8. **International Officer Report**
- 4.9. **Queer Officer Report**
- 4.10. **Acting Disabilities Officer Report**

These will be circulated electronically.

A concern was raised regarding that the president submitted a number of reports and submissions on behalf of the Council, and it was asked was timelines were given for the submission of these reports.

The president responded that a one week turn about was given, and consultation had been conducted with the SAAOs before-hand.

Noted that the Phillips KPA Report had a longer lead time, but notes that no consultation was conducted regarding its submission.

**Clarification:** Is there an internal procedure or policy regarding submissions to the external body.

*There is no formal one, but depending on the timing and resources it is considered better practice to have wider collaboration on submissions.*

[Motion 02/101123]

That SUPRA pays the CAPA Affiliation Fee for 2011.

*Proposed: John Nowakowski*

*Result: Carried ( 1a)*

John excluded from a vote

Suggested that there is a *Conflict of Interest*, being an Office Bearer of CAPA.

**Procedural:** Andrew Elder to chair this item.

It was noted that no precedent had been set for not paying CAPA Affiliation Fee.

It was queried whether a diminished funding would minimise their ability to offer the services that they do.

It was reported that CAPA has been attempting to cut down, transferring from commuting to internet.

**Procedural:** John Nowakowski resume the Chair.

**[Motion 03/101123]**

That That SUPRA acknowledges Rashmi Kumar as the Acting President for the period of November 29 to December 3 and extends her stipend to 35 hours for this period.

*Proposed:* John Nowakowski

*Result:* Carried

*(Rashmi excluded herself from vote)*

**[Motion 04/101123]**

That SUPRA remains dedicated to the implication of a thorough and complete Minimum Resources Policy from the University, in light of the CAPA Review and SUPRA's seven years of campaigning on the issues. SUPRA will endeavour to engage with the University on the policy development and implementation, and will review its eventual application across the University to ensure that all students have access to appropriate conditions for work.

*Proposed:* John Nowakowski

*Result:* Carried

To note that the University will be drafting a Minimum Resource Policy to the next (something meeting).

Noted that when SUPRA presented a Min Res Policy to the uni in 2007, it was looked at quite significantly but was not followed up with changes in administration.

Procedural to two minute speaking:

Carried (1-)

**[Motion 05/101123]**

That SUPRA notes the democratic result of the recent SRC election has lead to a right-wing balanced SRC Council, and does not support any proposed or future motions by the SRC that disenfranchise any students equity group on campus. However, SUPRA also values the democratic process, and will not directly interfere in the operations of the 83<sup>rd</sup> SRC Council.

*Proposed:* John Nowakowski

*Result:* Carried

*The Chair procedurally removed this motion.*

The Chair asked whether the Vice-Presidents would be able to take this on board to develop a proper motion before the next Council.

It should be noted that this should simply be taken as an imperative to encourage good democratic processes.

Heidi left

Sophia left, passed proxy to John

**[Motion 06/101123]**

That SUPRA Council give in principle support to the ILGA Asia Regional Conference 2011.

*Proposed:* Angelus Morningstar

*Result:* Carried (1a)

**[Motion 07/101123]**

That SUPRA Council accept the reports of the Office Bearers.

*Proposed:* John Nowakowski

*Result:* Carried

## 5. Staff Work Reports

- 5.1. Admin Work Report
- 5.2. Finance Manager Report
- 5.3. RLC Stats
- 5.4. Statistics from SAAOs

A concern was raised that the Finance Manager does not consider it a duty statement to estimate staff wages for 2011 and suggested a consultation should occur.

Another consideration was asked about consideration to the increase of caseload, and to try and manage this.

It is noted that our caseload increases at a proportionally rate compared to the increase of the number of postgraduates on campus. When Council consulted with the SAAOs regarding workload, the SAAOs were hesitant to limit the number of cases they could respond to.

It was suggested that the indecipherability of the SAAO database is an issue that is deeply concerning, since the data is one of our most valuable information resources.

## 6. Policy Review

The Policy Committee has been developing a number of policies at the request of the Council. These policies have been reviewed and revised by the Committee and must receive approval by Council.

### 6.1. Conflict of Interest Policy

As per the changes in the Constitution a policy regarding Conflicts of Interest have been developed and submitted for review.

[Motion 08/101123]

That SUPRA Council ratify the draft of the Conflict of Interest policy, including corollary amendments to the Standing orders, with amendments provided by Council.

Proposed: Rashmi Kumar

Carried

[Amendment]

That Council amend 5(i) and associated Procedures clause 6, as follows:

- a) By changing the stipulated two-thirds majority for voting to a simple majority in respect of ineligibility to vote in the event of a conflict of interest.

8+, 6-, 1a (Carried)

A concern was raised that a majority bloc may used inappropriately.

It was responded by the VP Pol that there may be instances where a Councillor has a valid case to vote in spite of a conflict of interest, and therefore validates a high threshold for disenfranchisement.

- b) By adding the following words to the sentence stipulating the majority required for determining ineligible voting in the event of a conflict of interest: ‘... except that a Council Member shall be automatically ineligible to vote

The opposition to this is that it should be a vote of the Council that determines financial gain.

Opposition to the motion as the term *material and financial interest*, which are very legally robust and included verbatim in the policy, are defined in such a way to describe this.

1+, 8-, 5a

- c) (withdrawn)

*Proposed:* Andrew Elder

## **6.2. Stipend and Timesheets Policy**

The Stipend and Timesheets Policy has been extensively reviewed.

**[Motion 09/101123]**

That SUPRA Council ratify the draft of the Stipend and Timesheets policy drafted by the Policy Committee.

*Proposed:* Rashmi Kumar

Carried

**[Amendment]**

To introduce the words ‘a maximum of’ before all stipended hours.

*Proposed by mover*

**[Amendment]**

SUPRA office bearer stipends are calculated such that a full-time (35 hours per week) stipend is equal to an uplift factor between 1.3 and 1.5 times the Australian Postgraduate Award (Industry) (APAI) as set by the Federal Department of Education, Science and Training each year and the hourly rate shall be calculated by first multiplying the APAI award by between 1.3 and 1.5 and then dividing the total amount by 1820. ~~In 2010 the APAI rate is \$27,222 and so the hourly rate is \$22.44.~~

*Proposed:* Andrew Elder

*Accepted by Mover*

**[Amendment]**

To strike item 10.

*Proposed:* Rosemary Whitecross

*Accepted by Mover*

**[Amendment]**

18. A brief written...

*Proposed:* David Latimer

*Accepted by Mover*

It was noted that if Councillors who receive a stipend are excluded from voting, then the meeting would fall in quorate for this item. Rashmi, Chihong, John, Angelus.

**[Procedural]**

That all attendees are allowed to vote on this and take part in discussions, in spite of conflict of interest.

Carried (-1)

Concern raised regarding about the policy locking Council in to an uplift of 1.5 times the APA(I) rate.

*The 1.5 is part of the existing policy, and a motion went forward to reduce the rate but was withdrawn.*

It was noted that reducing the rate to APA(I), that because it’s a taxed salary and would reduce it to below the APA(I) rate. It is important to maintain a high income for these roles to ensure that it remains competitive.

## **6.3. Duty Statements**

In line with the Constitutional changes, duty statements for the established roles have been reviewed and revised by the Policy Committee.

**[Motion 10/101123]**

That SUPRA Council ratify the draft of the Duty Statements for the Vice-President (Policy) drafted by the Policy Committee.

*Proposed:* Rashmi Kumar 10,+, 2a

Rashmi excluded based on CoI

**Amendment (Stipend Policy):**

If SUPRA Council considers that a tendered report does not demonstrate that the Officer Bearer has not adequately discharged their duties, and Council is not satisfied that such duties have been conducted in good faith, then Council has the authority to perform one or all of the following:

1. Delegate to the President or Vice-President ability to review the performance of the Office Bearer over the next pay cycle, and report back at the next Council meeting.
2. Request that the Office Bearer perform a number of hours in lieu within the next pay cycle that must be tracked and performed before they can claim hours on their stipend.
3. Suspend that Office Bearer's ability to claim a stipend until the next Council meeting.

*Proposed:* Angelus Morningstar

## **7. Budget [In Camera]**

## **8. RLC Contract 2011**

The Contract between SUPRA and the RLC has been sent for consideration.

Note that clause 11 would allow us access to the SRC database.

Note that clause 15, would mean a prior consultation with RLC in case of a change of our relationship.

Note that it is a 3 day contract, which requires 14 hours of on-site work, with permissible 7 hours of off-site work.

Note that RLC can take up to 100 advices per month, and opened up to 10 cases per month.

Note that this contract must be signed by the first of January.

**[Procedural]**

To defer to next Council meeting.

*Proposed by the Chair* Result: Carried (all, 1-)

## **9. International Student Research Project Outline**

This is an outline to better inform SUPRA staff and Council about the proposed research project about international postgraduate students' experiences at the University of Sydney.

**[Motion 12/101123]**

That SUPRA endorse the project and seek out a grant to

*Proposed:* Rashmi Kumar

Result: *Carried*

**[Procedural]**

That as this has not been properly circulated that it be deferred to the next Council meeting.

*Proposed:* Angelus Morningstar

Result: Lost (1+, - all)

## **10. Notifications**

### **10.1. Council Vacancies**

Nick IRVING has tendered his resignation from Council due to competing commitments with university and work. He passes special thanks to Rashmi, John, Heidi, Rosemary, Chihong, Lian and Richard.

A Council Vacancy was held in reserve for Richard BAILEY after he resigned from the Council to pursue employment with SUPRA. President to report.

Note to extend a formal thank these Council members for their contributions.

### **10.2. Security Incident**

As reported during Management Committee. President to report.

**[Noting]**

That SUPRA Council notes the employment of Phil Soliman and Francine Seeto on probation, and plans for Probation Review in late January.

[Noting]

That SUPRA has sent sincerest condolences to Ms Hawkins, her family and friends, Andrew Elder, and the Faculty of Health Sciences on the unexpected passing of Mr Trevor Hawkins from Rehabilitation Counselling on Sunday.

[Noted]

That SUPRA notes the result of the Critical Incident.

[Note]

That SUPRA notes that the Higher Education Amendment (Student Services and Amenities) Bill 2010 passed the House of Representatives on November 19, 2010, and urges the Senate to adopt amendments proposed in SUPRA's submission and pass the bill so that it may come into effect as quickly as possible.

[Note]

That SUPRA notes that the James Cook University Postgraduate Representative Council recently amalgamated with the Undergraduate Representative Council, resulting in the closure of the last independent representation council of postgraduate students in Queensland. SUPRA supports independent representation of postgraduate students by democratically-elected postgraduate bodies, and looks to the Student Services and Amenities Fee in supporting the return of Postgraduate Representation in Queensland.

[Note]

That SUPRA notes that the Council of Australian Postgraduate Associations has been forced to close its office and work remotely, causing additional challenges for the Peak National Postgraduate Representative body. SUPRA implores all affiliates of CAPA to pay their fees to support operations of such a vital body.

## **11. Other Business**

## **12. Next Council**

The next Council shall be December 9<sup>th</sup> 2010. Please arrive at 5.30 for a 6pm meeting.

*Council closed 8:25pm*