

MACQUARIE UNIVERSITY STUDENT ADVISORY BOARD

Minutes of a meeting of the Student Advisory Board (SAB) held at 5.30pm on the 5 March 2015 in the Senate Room, Lincoln Bulding C8A, Macquarie University.

PRESENT:

Fiona Reed (Chair)	Nathaniel Hunt	Gemma Quinn
Nicola Amys	Lloyd Jones	Arpita Ray (from 6:00pm)
Nathan Falzon	Zain Krishna Ansari	Jacob Rock
Kristofer Gilmour (from 6:30pm)	Bradley Lewer	Benjamin Vassallo
Kathryn Glover	Janson Lim (from 5:44pm)	Yi Wong
Kristina Hewetson		

APOLOGIES: Paris Manson

ABSENT:

Ned Barsi	Seung Hoon Ha	Avia Madar
Nasib Mukhtarov	Eleanor Sanderson	Mohammed Sulemana
Vikas Veerareddy	David Wilson	Lachlan Woods

IN ATTENDANCE: Cassie Khamis – Orientation Program Manager and
Craig Oliver – Director, Campus Life

SECRETARIAT: Amanda Phelps, University Committee Secretary

1 MEETING OPENING

1.1 WELCOME, QUORUM AND APOLOGIES

The Chair welcomed members to the first Student Advisory Board (SAB) meeting of 2015 and noted at 5:35 pm that there were insufficient Board members to reach the requisite quorum at the start of the meeting.

The Chair noted that an apology had been received from Paris Manson and that Cassie Khamis, Orientation Program Manager was in attendance as an observer. A Board member queried the procedure for observers and queried if a student could attend a SAB meeting as an observer. The Chair commented that students could attend as observers, subject to prior approval by the Chair.

Board member Janson Lim advised prior to the meeting that he would be in attendance from approximately 5:45pm, Arpita Ray would be in attendance from approximately 6:00pm and Kristofer Gilmour would be in attendance from 6:30pm.

Since the last SAB meeting held on 12 November 2014 the following students have completed their studies and are no longer members of the SAB or have resigned, Bel Bailey-Melouney, Sophie Cracknell, Nathaniel Hunt, Jason-Dean Kanowitz and Lauren Miller.

By 5:44 pm quorum had been reached.

1.2 DECLARATIONS OF INTEREST

There were no conflicts declared.

1.3 CONFIRMATION OF MINUTES

The minutes of the meetings of 18 September and 12 November 2014 were confirmed and accepted as read.

1.3.1 BUSINESS ARISING FROM THE MINUTES

The Chair noted that as the last meeting of SAB held on 12 November 2014 failed to reach a quorum the majority of items discussed at that meeting had been rolled over for consideration and approval at this meeting.

2 AGENDA ITEMS FOR DISCUSSION

2.1 RENOVATION FOR QUEERSPACE

Yi Wong spoke to the submitted paper and noted that the total funding requested was \$11,500.

The members discussed the breakdown of the funding proposal and noted that Equity and Diversity grants were no longer available. Yi Wong updated the members on the progress in relation to signage, confirming that designs and locations had been discussed and requested \$1,000 to fund this specific request. The members queried if the current Queerspace had been renovated, noting the specific request for \$1,500 for renovations, and it was noted that only a basic renovation had occurred.

Craig Oliver attended the meeting from 5:42pm

Janson Lim attended the meeting from 5:44pm

The Chair indicated that with the arrival of Janson Lim that the requisite quorum had been achieved.

Kathryn Glover attended the meeting from 5:46pm

The members queried the current SAB budget available and existence of the University Wellbeing loan scheme, which can provide for emergency funding, if required, rather than funded through SAB and administered by the Queerspace. The members considered it appropriate to amend the original request by removing the request for emergency funding and considered providing a lump sum payment in the amount of \$10,500.

Craig Oliver advised that he would revert to the SAB regarding the status of the budget.

RESOLVED TO PROVIDE:

The lump sum of \$10,500 to be spent on the basis of proposal submitted in Attachment 3.

Arpita Ray attended the meeting from 5:57pm

Gemma Quinn proposed a motion that funding be allocated to the “Women’s Room”, on the basis that the “Women’s Room” should also be entitled to funding. However no paper had been submitted in this regard. A vote was called.

Four votes for the proposal and seven votes against the proposal. The proposal was not passed.

If funding requested, members suggested that a paper should be prepared outlining a funding proposal for the “Women’s Room” for the next SAB meeting.

2.2 MUPRA

Gemma Quinn spoke to the previously submitted paper that had been discussed at the 12 November 2014 SAB meeting and invited any questions from the members.

The members discussed the information provided; indicating that Macquarie University was taking action against a cohort of students who were not a part of MUPRA at the time of the alleged conduct.

The members provided their lack of support for legally pursuing students who were not members of MUPRA at the time of alleged activity, nor for pursuing them for recovery of legal costs in the event of action being taken against them.

A member of the Board did make the general comment that in the event that a member had engaged in conduct that was wrong it was appropriate to take action against them and that a blanket ban on any action against students by the university was not what was being proposed. This proposal was specifically relating to MUPRA.

A vote was called based on the recommendations put forward in Attachment 4 and there were:

11 votes in favour,
nil votes against,
and 3 abstentions.

RESOLVED:

That Student Advisory Board condemns the actions of Macquarie University in regards to their court proceedings against MUPRA.

That the Student Advisory Board calls on Macquarie University not to pursue any individual office-bearer or member of MUPRA for costs resulting from legal proceedings.

That the Student Advisory Board supports the continued existence MUPRA and their mission to improve the experience of Post-Graduate Students at Macquarie University.

2.3 CIRCULAR RESOLUTIONS

This item was deferred from the 12 November 2014 meeting for discussion. The Chair spoke to a previous request for clarification around the use of and procedure for circular resolutions by SAB. The Chair's opinion was that circular resolutions were generally used in circumstances where procedural, administrative or non-contentious decisions were being considered, or in the circumstance of a meeting with a small membership. The added complexity with circular resolutions is the requirement for unanimous consent from all members.

The Chair's preference noting the type of content and level of discussion at SAB meetings was for matters to be discussed at SAB meetings and that the use of circular resolutions would not suit the types of matters dealt with by SAB. However, the Constitution should allow for circular resolutions to enable flexibility.

2.4 SAB INPUT ON CAMPUS FOOD AND BEVERAGE

The Chair briefly spoke to the submitted paper that had been deferred from the meeting of 12 November 2014 and encouraged suggestions from members regarding the best way that consultation with large numbers of students could occur.

The following suggestions were made:

1. Handing out surveys in the courtyard
2. Online surveys
3. Staff directly approaching students in the Campus Hub, providing incentives for survey completion, eg providing \$5.00 food vouchers.
4. Suggestion box
5. Creation of an App
6. Use of GEM – currently used by first year students

The members queried if the requested consultation with students would be seeking instant feedback or would be part of a long term vehicle for ongoing consultation with the student population.

It was proposed that a Campus Services Steering Committee be established. The Chair suggested that Niels Pantenburg be advised of the creation of the Steering Committee and he could establish contact and consider any suggestions provided.

RESOLVED:

That the Student Advisory Board establishes a Campus Services Steering Committee to consult with Niels Pantenburg, General Manager – Campus Services

2.5 & SEMESTER BASED CONTACT TO STUDENT GROUPS & PURCHASING OF 2.6 GMAIL WEBHOST FOR CONTACT

Janson Lim spoke to his submitted papers and noted the change from his original submitted paper on "Student Group Policies" to "Purchasing of Gmail webhosts for contact". This paper had been circulated after the original SAB Agenda had been sent to members.

Gemma Quinn advised that there were already established SAB email addresses for SAB groups.

The Chair suggested that information about SAB email addresses should be included in SAB orientation and induction packs.

Bradley Lewer indicated his inability to arrange a meeting with disability students and the refusal by Campus Wellbeing to email disability students on his behalf.

Janson proposed that all SAB student group representatives must contact their respective student group members (as these students had provided their contact details and were part of a student group) with publically available email addresses to lift visibility and awareness of SAB and its objectives. He also proposed consideration of penalties for SAB student group representatives failing to contact these student groups.

The members considered the proposal to mandate contact with student groups and a vote was called. All members voted in favour of this proposal.

RESOLVED:

The Student Advisory Board mandates that SAB student group representatives must contact the members of their respective student group at the start of each semester.

2.7 SEXUAL WELLNESS WEEK – FUNDING PROPOSAL

Yi Wong spoke to the submitted paper and noted that she had been contacted to raise this item for discussion on behalf of the event coordinator. The reason for the request of funding from the SAB was explained as being triggered by the lack of Equity and Diversity grants.

Kristofer Gilmour arrived at 6:30pm

The members made a general comment about the cutting of funding and how SAB members had been approached (and may continue to be approached) for funding requests and how this should be managed in the future. SAB should not be seen as an alternate funding avenue and members expressed concern at the SAB becoming a “Finance Committee” approving funding requests.

SAB suggested that in relation to these types of funding requests SAB should consider recommending to the University that students would benefit from proposal and funds and that the University should provide these funds rather than it be funded by SAB.

The members expressed their support for “Sexual Wellness Week” as an event and encouraged ongoing financial support to be provided by the University.

The members considered the proposal for \$5000 and a vote was called. Ten members voted in favour and 5 members voted against the funding proposal. The proposal was passed.

RESOLVED:

That the Student Advisory Board approves the funding proposal for \$5000 for: "2015 Sexual Wellness Week".

RESOLVED:

That the Student Advisory Board supports University funding being provided for future "Sexual Wellness Weeks".

2.8 PROPOSAL FOR FUNDING OF STUDENT GROUP TECHNOLOGICAL NEEDS

Benjamin Vassallo spoke to his item originally submitted to the 12 November 2014 meeting. The Chair acknowledged that this item had been inadvertently omitted from the 5 March 2015 SAB Agenda.

It was claimed that the initial money spent on purchasing equipment would be made back within two years as equipment would no longer be required to be hired for on campus events.

ACTION ITEM:

Benjamin Vassallo to provide to the next SAB meeting on 23 April 2015 a proposal outlining the procedure for the use of the purchased equipment and the procedure setting out the ongoing maintenance plan for this equipment.

Benjamin Vassallo confirmed that there would be no cost to student groups wanting to use this equipment and it was to be used for on campus student events.

The members considered the proposal for up to \$8,000 (a minimum of \$4,000) and a vote was called. All members voted in favour of the proposal.

RESOLVED:

That the Student Advisory Board approves the funding proposal for \$8,000 for technology based on the proposal submitted.

2.9 CONCEPTION DAY

Craig Oliver, Director of Campus Life spoke to the submitted paper and highlighted the increasing concerns relating to incidents involving alcohol and drugs and welcomed discussion around alternative models for Conception Day.

General comments were made about the cost of Conception Day and the lack of engagement by international students at this event.

The almost tragic outcome, where a student almost died, at the event last year was highlighted by Craig Oliver, with the increase in severity of incidents involving students and not the number of incidents being the cause of most concern.

Craig Oliver commented that the University was not established to run music festivals noting the core business is one of education, that outsourcing the running of

Conception Day (as it exists presently) to a third party would not mitigate the risks to the University.

The Chair commented that the requests for suggestions for an alternate model are warranted if there is a noticeable increase in trends and potential for loss of life of a student.

Benjamin Vassalo departed the meeting at 7:00pm

Several comments were provide by members regarding the causes of these issues, noting the expense of mid-strength alcohol on campus and the prevalence of pre event drinking as possible causes. Craig Oliver spoke in relation to the compliance component of the Development Application and liquor licence restrictions in relation to mid-strength alcohol.

Kathryn Glover departed at 7:12pm

The members engaged in robust discussions about the potential to rename the event, and not wanting the SAB to be associated with the end of Conception Day.

Craig Oliver restated his request for advice from SAB for suggestions for how to ensure to health and safety of students at this event and what if any are the alternative models for replacing the current event.

The members called for a vote regarding their proposed resolution and ten members voted in favour of the resolution and two members abstained.

RESOLVED:

The Student Advisory Board resolved that Conception Day is not to be abolished but acknowledged that further work towards the improvements in the health and safety of students are to occur.

2.10 ILLUMINATE FESTIVAL

This item was deferred until the next meeting on 23 April 2015.

4.1 SAB CHARTER REVIEW

The Chair spoke to the draft documentation provided to the SAB, including the draft Constitution of the SAB, SAB Charter, SAB Procedures and Consent to be a SAB member and noted that this item though listed for noting was an opportunity for members to provide feedback.

Craig Oliver, Director of Campus Life, highlighted the major changes between the current SAB Charter and the proposed Constitution and supporting documentation (referred to above). The main amendment involves the proposed change from a 1 year to a 2 year SAB membership term, the overall reduction to total member numbers and clarification around casual vacancies. It was noted that SAB members Gemma Quinn, Lloyd Jones and Kristofer Gilmour were part of the SAB Charter Subcommittee who had been involved in the consultation process.

The following feedback was provided by the SAB:

- Lack of support for the proposed reduction in the Equity and Diversity SAB membership representation (reduced to 2 members).

The proposed Constitution comprises “2 students each of whom are: (A) members of the E and D Committee; and (B) appointed by the E and D Committee.” The current SAB Charter provides for “seven Students comprising one Student from each E and D Group; who are appointed by the Selection Panel, in accordance with the Provisions of Schedule 5;”

One SAB member was not in favour of the reduction this representation and expressed the view that in their opinion the reduction in the number of Equity and Diversity representatives breaches Discrimination Laws.

Gemma Quinn stated that she does not support the removal of the Equity and Diversity positions from the membership composition.

- Consideration be given to adding a distinction between the length of membership terms for undergraduate students and postgraduate students. The recommended change to reduce the membership term of postgraduate students was proposed due to the reduced period of study undertaken by most postgraduate students in comparison to undergraduate students.
- Consideration be given to reducing the overall number of postgraduate representative SAB members.

4.2 UPDATES FROM SAB SUB-COMMITTEES

This item was deferred until the next meeting on 23 April 2015.

4.3 COMPLAINT MANAGEMENT PROCEDURE FOR STUDENTS AND MEMBERS OF THE PUBLIC

This paper was noted.

5.1 PROFESSIONAL AUTHORITY FORMS (PAF)

Nathan Falzon spoke to his concerns about the Professional Authority Form, an item which had been deferred from the 12 November 2014 meeting. The query concerned the reason why the nature of the illness and its impact on studies was commented on by the medical practitioner and he was of the view that this should not be included.

Other members did not share his concerns so no further action to be taken.

5.2 STRATEGIC PLANNING DAY

The Chair spoke to the plans to hold a Strategic Planning day whilst noting the upcoming student elections and sought advice from the members regarding the timeframe to hold this event.

The Chair confirmed her views that this event would be utilised to create a 1,3 and 5 year plan for the SAB moving forward and would provide for continuity when membership changes occurred.

The members suggested that the Strategic Planning day should be held as part of the induction for new SAB members

5.3 OTHER BUSINESS

The Chair discussed with members the upcoming date for the next SAB meeting, Thursday 23 April 2015 and queried if members would prefer that this meeting be held on Wednesday 22 April instead of a Thursday night, noting that members may work on Thursday night. The members confirmed their preference for the meeting to remain on the date arranged.

Member Bradley Lewer indicated that he had a late item he wished to discuss.

The Chair advised that discussion of this late item would be deferred until the 23 April 2015 meeting.

The Chair closed the meeting by commenting that late items will not be considered after the Agenda has been circulated.

6 MEETING CLOSE

There being no further business the meeting was closed at 7.47 pm

NEXT MEETING

The next meeting is to be held on Thursday 23 April 2015 commencing at 5:30pm

CONFIRMED as a true record

MS FIONA REED
CHAIR