



MACQUARIE UNIVERSITY STUDENT ADVISORY BOARD

Minutes of a meeting of the Student Advisory Board (SAB) held at 5.30 pm on the 27 October 2015 in the Academic Senate Room, C8A Building, Macquarie University.

PRESENT:	Fiona Reed (Chair) Kieren Ash Shantell Bailey Alistair Booth Andrew Brennan Elizabeth Carter Tung Dinh	Anna Glen Lachlan Greenberg Jeremey Gunter Gabrielle Hardy Chui-Ann Lee Janson Lim Lachlan McGrath	Jacqueline Olling Sherry Shi Ryan Thalari Yi Wong Julia Yang David Yao
APOLOGIES:	Harry Dang Alisha Sial	Simon Populin Freya Wadlow	Eleanor Sanderson Timothy Zhang
ABSENT:	Jinji Kong	Cheryl Ware	
IN ATTENDANCE:	Kim Guerin, Interim Director, Campus Life		
SECRETARIAT:	Amanda Phelps, University Committee Secretary Air Sinthawalai, Governance Officer		

1. MEETING OPENING

1.1 WELCOME, QUORUM AND APOLOGIES

The Chair welcomed members and noted that apologies had been received from Harry Dang, Simon Populin, Eleanor Sanderson, Alisha Sial and Timothy Zhang.

The Chair noted that in addition to the members Kim Guerin, Interim Director, Campus Life was in attendance.

The Chair confirmed that a quorum was achieved.

1.2 DECLARATIONS OF INTEREST

There were no declarations of interest.

1.3 CONFIRMATION OF MINUTES

The minutes of the meeting of 28 September 2015 were accepted as read.

Anna Glen arrived and joined the meeting.

1.3.1 BUSINESS ARISING FROM THE MINUTES

Item 3.3 Careers and Employment Services – The item is included on the Student Experience Committee (SEC) agenda for approval.

Item 3.4 Engagement platform – Completed.

Item 3.5 SAB to support Marriage Equality – The statement was signed at this meeting and will be circulated tomorrow to members of the Board. Timothy Zhang will liaise with the relevant external body for publishing the SAB logo on the <http://www.australianmarriageequality.org/> website (not the actual signed statement).

Item 3.6 Macquarie University to support Marriage Equality – SAB minutes to be provided to SEC meeting of 24 November 2015.

Item 4.1 SAB budget for Major Student Organisation (MSO) – Chui-Ann Lee has submitted the documentation to be discussed at this meeting.

Item 5.0 Distributing Sub-committee membership to all SAB members by the SAB Secretary - completed.

2. REPORT FROM STUDENT EXPERIENCE COMMITTEE (SEC)

No SEC meeting has been held since 8 September 2015 and their last report was considered at the SAB meeting of 28 September 2015.

3. AGENDA ITEMS FOR DISCUSSION

Julia Yang arrived and joined the meeting.

3.1 SAB'S CURRENT RELATIONSHIP WITH CAMPUS ENGAGEMENT

Presented by Alistair Booth. The purpose is to formalise the relationship with Campus Engagement to ensure their plans and SAB's do not overlap. The Board was informed that Deidre Anderson (DVC Students and Registrar) and Craig Oliver (the former Campus Life Director) visited a number of universities in the United Kingdom and observed their student life cycle operations. Mr Booth advised that they subsequently suggested that SAB could develop more initiatives around student life cycle activities.

ACTION:

SAB to develop a long term plan and propose to Campus Life. Kim Guerin, Interim Director of Campus Life, advised the Board that her team is also trying to resolve short term projects in order to support SAB operations. One example is certain administration issues that frustrate SAB members.

3.2 ORGANISATION NAME REVIEW

The paper submitted by Kieren Ash was noted. There has been ongoing discussion about a review of the Board's name since the SAB retreat in August. Given that the current Board does not believe that the name accurately describes their mission, 'Macquarie University Student Representative Council' is proposed as the new name.

The Chair confirmed that the Board had resolved to change the name of SAB at its meeting in August, pending finalisation of the proposed name at this meeting.

RESOLVED:

The Board resolved to change its name to 'Macquarie University Student Representative Council (MUSRC)'. Moved by Kieren Ash and seconded by David Yao. All in favour.

ACTION:

The Marketing Sub-Committee to design the new logo for approval by the Board at the next meeting in November. [refer also Item 5.5]

Gabrielle Hardy arrived and joined the meeting.

3.3 AFFILIATION WITH THE NATIONAL UNION OF STUDENTS

The paper submitted by Kieren Ash was noted. NUS have a long history and are well recognised by Australian university students. They provide research on allocation of funds at universities, information on student outcomes, support in negotiating more the Student Services and Amenities Fee (SSAF) funds and assistance with lobbying investigation. A majority of Australian universities are affiliated with NUS.

The Board was advised that SAB could benefit from affiliating with NUS, through:

- Access to the research Of SSAF fund;
- Opportunity to learn about the operation of other Student Representative Councils; and
- Access to the documentation of successful projects at other universities that Macquarie might want to adopt; instead of building a project from scratch.

Members raised some concerns including:

- The previous allegation of NUS not being transparent with their financial report;
- \$10,000 for the membership fee is a large amount of SAB funds that could be better used for MQ students, for example towards disability students.
- This is a long term commitment and it is unclear if this is how SAB wants to position itself in the political area.

The Board was informed that NUS has achieved many projects in the past but is also a very political body which is inevitable. Affiliating SAB with another body could be in conflict with the Macquarie University vision. SAB should take more preparation and research on NUS before making the long term commitment.

RESOLVED:

The Board resolved to conduct secret voting for possible affiliation with NUS. 10 votes against, 7 votes in favour and 2 members abstained.

The Board resolved to reject the proposal and not to affiliate with NUS at this stage.

3.4 SAB TREASURER

The paper submitted by Lachlan McGrath was noted. Mr McGrath had meetings with the DVC (S&R) and Zoe Williams (Head of Governance Services) prior to this SAB meeting to discuss this matter.

It was suggested that Council representatives should be trained by the University how to manage budgets using the University budgeting system (not MacPay).

RESOLVED:

The Board resolved to support an election for a Treasurer from the current SAB members. All in favour with one abstention.

ACTION:

University Governance team to request nominations and run election if more than one candidate indicates interest. Election process to be completed well before the next meeting.

Lachlan McGrath left the meeting.

3.5 SSAF FUND FOR THE DEVELOPMENT OF A NEW STUDENT-ORIENTATED THEATRE

The paper submitted by Andrew Brennan was noted. The proposed fund is for building a new complex in order to maintain student engagement with stage-based performance on campus.

Alistair Booth suggested altering the proposed motion as the cost of the new complex is yet to be determined and the proposed \$2 may not be an efficient approach. The Chair suggested proposing a dollar figure pending the higher committee discretion whether more funds should be allocated.

RESOLVED:

The Board would request that the University consider the establishment of an investment fund by way of allocating a direct dollar amount per student per semester from the Student Services and Amenities Fee (SSAF) fund for the purpose of new student activity venues. Moved by Andrew Brennan and seconded by Jacqueline Olling. All in favour.

3.6 SAB BUDGET FOR STUDENT GROUPS

The paper submitted by Chui-Ann Lee was noted. The requested budget would be used to support student groups running events on campus. It is proposed that a maximum of 15% of the SAB budget be allocated for this purpose. SAB approval for each proposal would be required.

The issue of the unused 2015 SAB fund was raised. It was suggested that the Board should consider donating the unused 2015 SAB fund to Campus Engagement as it would subsequently come back to benefit students in different ways.

RESOLVED:

The Board resolved that up to 15% of the overall SAB budget be set aside for activities run by student groups. Moved by Chui-Ann Lee and seconded by Lachlan McGrath. All in favour.

3.7 PROPOSAL FOR A BAR FRIDGE AT THE SAB OFFICE

The paper submitted by Chui-Ann Lee was noted.

RESOLVED:

The Board resolved to allocate \$400 from the SAB budget for a bar fridge in the Student Advisory Board office for any student groups to utilise. 14 votes in favour, 2 votes against and 2 members who abstained.

3.8 FRIDGES FOR STUDENT GROUPS

The paper submitted by Chui-Ann Lee was noted.

RESOLVED:

The Board resolved to approve \$2500 from the SAB budget towards buying fridges for any student groups to utilise. All in favour with 1 member who abstained.

ACTION:

Chui-Ann Lee to liaise with Campus Engagement for the location of the fridges.

4. AGENDA ITEMS FOR NOTING

4.1 TIMELINE TO AMEND SAB CHARTER

For noting. The Chair informed the Board that the Student Experience Committee (SEC) is taking the proposed changes to the SAB Charter and the timeline has been established.

5. UPDATE FROM SUB-COMMITTEES

5.1 MAJOR STUDENT ORGANISATION (MSO) SUB-COMMITTEE

The sub-committee has not met since 28 September 2015 and therefore there is no report.

5.2 STUDENT SERVICES AND AMENITIES FEE (SSAF) SUB-COMMITTEE

The sub-committee has not met and therefore there is no report.

5.3 SAB 2016 BUDGET SUB-COMMITTEE

The Chair suggested that the Budget and Finance sub-committees be consolidated. The Board agreed to consolidate these two sub-committees.

5.4 FINANCE SUB-COMMITTEE

The Sub-Committee has not met and therefore there is no report.

5.5 MARKETING AND COMMUNICATION SUB-COMMITTEE

The sub-committee has not met and therefore there is no report. It was however noted that the Marketing sub-committee will meet with the University's Marketing Department to work around the new branding, logo and any other relevant area involving the SAB change of name prior to the next meeting.

5.6 GENDER INCLUSIVE BATHROOM SUB-COMMITTEE

This matter was noted at the SAB meeting on 28 September 2015, the project is currently pending with the DVC (S&R) and the infrastructure office and no further update is available at this stage. The Board agreed that this does not need to be a formal sub-committee. Timothy Zhang will continue to manage the process of liaison with the relevant University areas and keep the Board informed of progress.

6. OTHER BUSINESS

- Transparency between SAB members
All members were reminded to be transparent with their communication amongst themselves. The SAB Facebook platform is available for every SAB member to communicate fairly respectfully, accurately and honestly. All members were encouraged to be more involved in SAB decision making processes by being proactive and responding to any SAB communications.
- Proposal to schedule 2.5 hours for each SAB meeting
Moved by Chui-Ann Lee and seconded by Ryan Thalari. 7 votes in favour, 7 votes against with 4 members who abstained. Following the current SAB constitution, a resolution of a Relevant Body must be passed by a majority of the votes cast by members present and entitled to vote on the resolution.

RESOLVED:

The Board resolved to maintain the duration of SAB meetings at 2 hours.

- SAB meeting on 30 November 2015 (last meeting of 2015)
It was suggested that the last meeting of the year be exceptionally extended to 2.5 hours.

RESOLVED:

The Board resolved to extend the duration of that SAB meeting on 30 November 2015 to 2.5 hours. 16 votes in favour, 1 vote against and 1 member who abstained.

7. MEETING CLOSE

There being no further business the meeting was closed at 7.34 pm.

8. NEXT MEETING

Members are reminded that agenda items for the meeting of 30 November 2015 (the last meeting of 2015) are due by 5:00 pm Wednesday 18 November 2015.

CONFIRMED as a true record

**MS FIONA REED
CHAIR**