

NUPSA Executive Meeting Agenda – August 2017

A meeting (2017/08) of the Newcastle University Postgraduate Students' Association Executive, will be held at 2pm on Friday 25 August in HA 158.

Distribution list:	<ul style="list-style-type: none"> ▪ James Pinkerton (President) ▪ Albina Gayoso (Vice President) ▪ Ashleigh McIntyre (Research Representative) ▪ Anish Saini (International Representative) 	<ul style="list-style-type: none"> ▪ Barrie Shannon (GLBTI Representative) ▪ Faria Quoreshi (Coursework Representative) ▪ Pam Connell (Equity Representative) ▪ Samarth Ullal (Satellite Representative)
Minute Taker:	<ul style="list-style-type: none"> ▪ Ellie Clay (SRSO) 	

Meeting opens: 2.00pm

1. WELCOME & APOLOGIES

1.1. ACKNOWLEDGEMENT OF COUNTRY

I would like to acknowledge the traditional custodians of this land, the Pambalong clan of the Awabakal people and pay my respects to the elders both past, present and future, for they hold the memories, the traditions, the culture and hopes of Aboriginal and Torres Strait Islander Australia.

I would like to acknowledge the loss of lands, cultures and treasures, acknowledge the consequences of this loss for the people, communities and nations.

We meet today, believing we can walk together to a better future.

1.2. APOLOGIES

International Rep, Vice-President, Satellite Rep

2. CONFIRMATION OF THE MINUTES FROM THE PREVIOUS NUPSA MEETING

Motion to accept minutes for previous meeting, held on 31 July 2017

Moved: Research Rep; Seconded: GLBTI Rep; Abstained: Equity Rep; Passed

3. BUSINESS ARISING FROM THE MINUTES

ITEM	ACTION	ASSIGNED TO	STATUS
	Motion to dispose of records prior to 2010	SRSO; passed by Pres, VP and Intl. Rep	Ongoing; SRSO to complete before end of the year.
	New NUPSA office / post grad space	President/Intl. Rep/PO	Ongoing; awaiting feedback from UON.
	Policy Working Group	All	Ongoing; AOD and C&S
	New student FAQs/guidebook	SRSO/PO	Ongoing;
	Peer review workshop	SRSO/President/Research Rep.	Ongoing; waiting for meeting with DVCR, something GR could possibly take on
	HMRI parking fee increase	President	Ongoing; awaiting feedback once parking fees change in August, no feedback as yet
	ALLY training	GLBTI Rep/SRSO	Ongoing; booked for 29

			Aug
	NUPSA Role descriptions	President/SRSO	Ongoing; SRSO to continue updating details prior to elections
	NUPSA Response to federal budget.	All	Done; letters sent to Senators
	NUPSA response and action for UON bars after-hours costs	President	Ongoing; waiting for response from DVCA
	batyr partnership	SRSO/President	Ongoing; SRSO to contact batyr following Health Promotions feedback
	NUPSA position of supervisor load		Ongoing; discussed with DOS & DVCR
	Flying minute to accept amended July reports	Senior Exec	Done
	Flying minute to endorse the 'Yes' campaign in respect to the postal plebiscite on equal marriage rights.	GLBTI Rep/Senior Exec	Done

4. STUDENT ENQUIRIES LIST

4.1. Student Enquiries Report as at 18/08/2017

5. REPORTS

5.1. President – SRSO changed dates, no other comments

5.2. Vice-President – SRSO to file separate student election process report, no other comments

5.3. Coursework – no questions

5.4. Equity

5.4.1. Monthly Report - no questions

5.4.2. Sexual Assault Strategy Report - no questions, NUPSA will continue to liaise with UON re recommendations

5.5. GLBTI – no questions

5.6. International – no questions

5.7. Research – no questions

5.8. Satellite – no questions

5.9. Project Officer – SRSO changed names, no questions

5.10. SR Support Officer – no questions

Motion to approve reports for August

Moved: Equity Rep, Seconded: Research Rep; Passed unanimously

6. FINANCIAL STATEMENTS

6.1. Balance Sheet as of 18/08/2017

SSAF allocated incorrectly in unallocated funds instead of cheque account.

President to talk to bookkeeper about correct allocation.

6.2. Profit and Loss for July

Motion to approve July Profit and Loss Statement

Moved: President, Seconded: Equity; Passed unanimously

7. GENERAL BUSINESS

7.1. Edits to Constitution and Regulations

Arose from policy edits; Constitutional changes are complex and time consuming, some sections in need of updating e.g. disciplining of Executive members; rights of audience at Academic Senate and

University Council. Policies and Executive contract can take the place of Regulations at same AGM or SGM. President proposes working group to make edits, after which draft can be sent to Council for review, then put to an AGM/SGM.

SRSO to set date/s for working group; find quote for lawyer to check draft

7.2. SSAF Delivery Plan for 2018

2017 budget is running at a loss with the aim of increasing student engagement; 2018 budget would be operating on a zero loss. Funding to include two full time staff, a casual newsletter editor, bookkeeper, President Honorarium and super. SSAF categories are flexible, funding can move between allocations. Funding is based on student feedback. Equity Rep asks about costs of new office space, SRSO notes furnishings and computers to be provided by IFS/UON if/when NUPSA are granted the space. Equity Rep asks about running equivalent events across all/most campuses, President notes NUPSA can work closely with other Student Entities and Student Central to provide events and activities that will be equitable for all students across campuses.

SRSO to check where office admin costs could be categorised; complete and submit plan, due 22 Sept.

7.3. Student election procedure changes

President met with VC to discuss changes to election procedures for University Council; they are looking to implement formal training for student representatives, describing the role more clearly, promoting the opportunity more widely, establishing electioneering protocols, getting to know the candidates better e.g. through Opus, Yak, and NUPSA newsletter. President made note to make sure satellite and online students are included/considered. President is preparing a letter to the Secretariat re school representatives, and the guidelines for committees and roles. Equity Rep notes, for example, there is no role description for FEDUA faculty board.

SRSO to confirm student representative meeting in September; promote upcoming Academic Senate election, voting opens Mon 11 Sept.

7.4. CAPA ACM, 5-8 Dec, Perth

NUPSA lost the bid to host ACM 😞 UWA announced as host university. International Rep will be present as CAPA rep. President notes concern about student associations with less funding who may be restricted by the distance/cost, particularly for delegates that want to run for CAPA Equity positions.

SRSO to create poll for student attendees

7.5. ANZSSA/ISANA Conference, 5-8 Dec, Gold Coast

Student service focussed, one staff member and one student to attend, President notes an international student would get a lot out of ISANA (compared to CAPA).

Motion to send SRSO to ANZSSA/ISANA Conference

Moved: President; Seconded: Coursework Rep; Passed unanimously

SRSO to create poll for student attendee

7.6. Annual Dinner Plus Ones

SRSO asks which Exec members will be bringing a plus one; Research Rep, TBC; President yes, will pay for ticket.

SRSO to confirm plus ones with Exec members, and GR rep attendance

7.7. MYOB training for SRSO

To assist with day-to-day bookkeeping, a long term investment, could potentially cut down on casual bookkeeping hours.

President to review training options

8. UPCOMING MEETINGS AND EVENTS LIST

8.1. Determine which Executive members will attend meetings and events in September 2017

9. NEXT MEETING

Proposed: 2pm, Fri 29 Sept

10. MEETING CLOSED

Closed: 3.13pm