

NUPSA Executive Meeting – 28 November 2016

Minutes and Action Items

President and Chair: Andrew Deane

Attendees: Andrew Deane (President), James Pinkerton (Vice President), Marina Illicic (Equity Representative), Barrie Shannon (GLBTI Representative), Anish Saini (International Representative), Ashleigh McIntyre (Research Representative), Faria Quoreshi (Coursework Representative), Jennifer Haynes (Satellite Representative)

Minutes taken by: Hugh Milligan (Project Officer)

3.00pm

Meeting opens

1. Welcome and apologies

1.1. Acknowledgement of country The President omitted the final line of NUPSA's previously employed acknowledgement of country, explaining that it could be construed as controversial; the Executive discussed this, and a suggestion was made to approach the Wollotuka Institute for assistance in updating the acknowledgement of country.

1.2. Apologies Jason Woods (Senate Ex-Officio)

1.3. Absences Jennifer Haynes (Satellite Representative)

1.4. Resignations Nil

1.5. Elections Nil

2. Confirmation of the minutes from previous NUPSA meeting

2.1. Motion: To accept last month's minutes, though their format needs to be adjusted in future; they are needlessly detailed in certain regards.

Moved: President

Seconded: Vice-President

Carried: Unanimously

Motion: To note action items previously carried by Senior Executive

Moved: President

Seconded: Coursework Representative

Carried: Unanimously

2.2. All action items from the previous Executive meeting have been completed.

3. Business arising from the minutes (Action Items)

3.1. Regarding RezLife's community levy, the President was satisfied with its purpose, and the range of services for students in residence it provides. The International Representative was concerned nevertheless that there are other event fees and subsidies that appear to serve the same purpose. The President agreed to discuss the matter further with RezLife, and seek clarification on these other event fees and subsidies.

Action Item: President to speak with RezLife and request a break-down of their community levy spending.

4. Student Enquiries List

4.1. The President and Project Officer have discussed the need to more thoroughly record student enquiries that reach our office. This will be addressed and implemented in the New Year.

5. Reports

- 5.1. Coursework Representative Report:** No questions.
- 5.2. International Representative Report:** The Executive congratulated the International Representative on his election as CAPA's East Branch President for next year.
- 5.3. GLBTI Representative Report:** The Vice-President enquired as to why the GLBTI was absent from CAPA's AGM.
- 5.4. Project Officer Report:** No questions.
- 5.5. Equity Representative Report:** No questions.
- 5.6. Research Representative Report:** The President enquired as to how NUPSA's new writing circles were progressing.
- 5.7. Vice-President Report:** No questions.
- 5.8. President Report:** The President did not provide a report prior to the meeting, but made it available afterwards. There were no questions.
- 5.9. Motion:** To accept the monthly reports.
Moved: President
Seconded: International Representative
Carried: Unanimously

The President congratulated the Executive on its success this year (demonstrated by our rising engagement statistics), and stressed that NUPSA's ongoing commitment to serving the needs of postgraduate students should always come before any potential partisanship.

The Vice-President expanded on this, expressing his pleasure that next year's Executive is both highly competent and highly diverse in its representation. Speaking on behalf of the Representatives, he thanked the President for his commitment and leadership during his time.

3.28pm

The Satellite Representative entered the meeting.

6. Financial Statements

- 6.1. Motion:** To accept profit and loss statements.
Moved: President
Seconded: Equity Representative
Carried: Unanimously

7. General Business

7.1. Student Clubs and Societies

- 7.1.1. Motion:** To accept a request for affiliation made by the 'FEDUA Writing for Publication Club'
Moved: President
Seconded: Vice-President
Carried: Unanimously
- 7.1.2.** President and Vice-President declared a potential conflict of interest regarding the 'Proteomics Journal Club's application for affiliation.
Motion: To accept a request for affiliation made by the 'Proteomics Journal Club'
Moved: President
Seconded: International Representative
Carried: Unanimously

7.2. Staff recruitment: The Equity Representative and Project Officer left the room due to conflict of interest. In camera item.

7.3. Office cover: The Executive agreed that remaining Executive members would cover the office during the week of the ANZSSA and ISANA Conferences, with shifts to be delegated amongst themselves.

7.4. 2017 target setting

- 7.4.1.** The President explained that NUPSA's funding has increased slightly for next year. NUPSA has also been awarded additional funding for Orientation Week expenses, to be spent before the end of the year. The President urged the Executive members to work on improving NUPSA's

engagement with students at satellite campuses next year – Ourimbah, Sydney, City Campus, etc. The Executive will continue to discuss ways in which this can be achieved.

7.5. Annual Dinner

7.5.1. The Project Officer, through discussion with Customs House’s events team, has discovered that the venue does not have wheelchair access. This is particularly appalling given that at least one accessibility-needs student has requested a ticket. The Executive agreed that we would run another meal event for this student so they can feel included, and that NUPSA will not use Customs House as a venue for its annual dinner in future. The Executive also agreed not to purchase flowers for the event, as these aren't a worthwhile use of student funds. Attempts have been made to produce a new standing banner with our new logo and details for the event, but the President argued that the draft was still unpolished; since the banner would be used at numerous events, its design should not be rushed. The President also explained that the University’s Code of Conduct applies on the night, and guests and Executive members should conduct themselves accordingly.

7.6. Clubs in 2017

7.6.1. NUPSA will retain control of postgraduate clubs and societies next year, though it will have additional rules to follow. For example, it is likely that club conveners will once again be required to undergo governance training. The Vice-President encouraged all Executive members to talk to their colleagues about forming clubs and societies, and having these affiliated with NUPSA. The President explained that, before the end of the year, club receipts from this year must be assessed, and any unspent funds returned to NUPSA.

7.7. AOB

7.7.1. The Executive discussed the possibility of exploring other banks next year.

7.7.2. Motion: To acquire a pre-paid debit card from the post office, kept at a balance of \$1000 dollars.

Moved: President

Seconded: Vice President

Carried: Unanimously

7.8. CAPA disaffiliation

7.8.1. Motion: For NUPSA to disaffiliate from CAPA, given the poor performance in representing Newcastle’s postgraduate students in 2016.

Moved: President

Seconded: Vice President

Carried: No

Motion fails

4.50pm

Meeting closes