

NUPSA Executive Meeting Minutes – November 2017

A meeting (2017/11) of the Newcastle University Postgraduate Students' Association Executive, will be held at 10am on Friday 24 November 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: 10.05am

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

Vice President, Satellite Rep

International Rep arrived 10.14am

2. CONFIRMATION OF THE MINUTES FROM THE PREVIOUS NUPSA MEETING

Motion to accept minutes for previous meeting, held on 27 October 2017.

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

Motion to re-examine minutes

Moved: Research Rep; Seconded: Coursework; Passed unanimously

International Rep notes they abstained for club funding vote, rather than denied

Motion to accept minutes pending update

Moved: President; Seconded: Research Rep; Passed

3. BUSINESS ARISING FROM THE MINUTES

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 in November.
Policy Working Group	All	Ongoing;
New student FAQs/guidebook	SRSO/PO	Ongoing; President has reviewed, looking to also provide a Sydney specific

		version; to be released for O-week 2018
Peer review workshop	SRSO/President/Research Rep	Done; NUPSA PO to work with GR for 2018 workshop schedule.
HMRI parking fee increase	President	Ongoing; awaiting feedback once parking fees change in August, no feedback as yet; recommendation that 2018 NUPSA Executive monitor this item.
Student Electoral Processes at UON	President	Ongoing; met with UON Secretariat & VC; support given by Senior UON leadership; President to contact Secretariat re: UON positions
NUPSA response and action for UON bars after-hours costs	President	Ongoing; NUPSA now utilising off-campus services; recommendation that 2018 NUPSA Executive monitor following new tenders.
NUPSA position of supervisor load	President	Done; NUPSA supportive of changes.
Edits to Constitution and Regulations	SRSO/President	Ongoing; draft submitted to Director of Regional Campuses; recommendation that 2018 NUPSA Executive follow up with DVC-A in first meeting of 2018.
CAPA ACM	SRSO	Ongoing; travel and accommodation booked
ANZZSA/ISANA Conference	SRSO	Ongoing; travel and accommodation booked
Flying minute to approve Deed of Variation for the Provision of Student Services and Amenities	Senior Exec	Done
HASS Restructure Meeting	NUPSA FEDUA members	Done; Research Rep raised concerns about some students will be directly affected, as well as indirect impacts; only remaining concern will be support for PGs through changeover period; better transparency is now in place with students being CCd on staff emails.
FSC Funding Freeze	President/Academic Senate Rep	Done; letter to be re-submitted to Academic Senate and sent to FSCIT committee; issue is

		resolved. 2018 Exec to potentially continue to monitor the management of RTS funds.
Equity of access at satellite campuses	President	Ongoing; issue raised with DVCA who has followed up with Dean of Sydney; recommendation that 2018 NUPSA Executive follow up.
Online recordings for faculty presentations	President	Ongoing; issue raised with Student Faculty/School Reps; Equity Rep to prepare statement.
FSC work space	President	Ongoing; to raise with DVC-R; recommendation that 2018 NUPSA Executive follow up.
Annual Dinner Photographer	SRSO	Done
Newcastle 500 subsidised tickets	SRSO	Done; tickets not available.
Banking handover	President/Research Rep	Done
Flying minute to approve Newsletter Policy	Senior Exec	Done
Flying minute to approve club funding for Research Roundup	Senior Exec, Research Rep abstained	Done

4. STUDENT ENQUIRIES LIST

4.1. Student Enquiries Report as of 17 Nov 2017.

5. REPORTS

- 5.1. President – no questions
- 5.2. Vice-President – Equity Rep notes amendment required for Exec meeting date
- 5.3. Coursework – no questions
- 5.4. Equity – International Rep notes titles for Student Rep meeting
- 5.5. GLBTI – no questions
- 5.6. International – amendment to titles for Student Rep meeting
- 5.7. Research – no questions
- 5.8. Satellite – pending
- 5.9. Project Officer – no questions
- 5.10. SR Support Officer – no questions

Motion to accept reports pending amendments

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

6. FINANCIAL STATEMENTS

6.1.1. Balance Sheet as of 31 Oct 2017

Historical records were migrated from Xero e.g. old credit cards. The bookkeeper has confirmed these can be written out as journal adjustments before the end of the year. Sundry debtors needs to be re-categorised, it relates to the repayment of a staff overpayment. Equity Rep notes these outstanding items can be reversed.

President to work with bookkeeper to clean up accounts before the end of the year.

6.1.2. Profit and Loss for October

President notes we are currently tracking to budget, but 2017 statements will look overspent due to 2016 BAS payments.

Motion to accept financial statements for October

Moved: International Rep; Seconded: Coursework Rep; Passed unanimously

7. GENERAL BUSINESS

7.1. Review of yearly goals for 2017

President notes there are some goals that haven't been achieved e.g. international student concessions, which involves working with other university groups and CISA. Potential to lobby further next year with the forthcoming privatisation of buses in Newcastle. The Space/Network were scrapped due to restructuring our approach; overall events have maybe been fewer, but were more engaging for students e.g. SUAW weekly session evolved into monthly boot camps. President thanks GLBTI Rep for their advocacy and event work; thanks to International and Equity Reps for working towards bringing international and domestic students together e.g. NRL, A-League matches. Equity Rep notes whether clubs can help meet the needs of international students; suggestion for club convenors to work together in 2018 to encourage cross-promotion. President also thanks Research Rep for their work in the mental health space, through meetings and events; this can evolve to further meet the needs of students next year.

2017 goals to be distributed to 2018 Reps to make sure work is continued.

7.2. Annual Dinner run sheet and roles

Exec to arrive 5/5.30pm, man the door, mark names off list, chaperone to seats. President will bring up reps for quick introduction during the welcome.

SRSO to send Research Rep notes on award winners.

7.3. December conferences

For those attending, please write reports, these will be uploaded to the NUPSA website for students to read. Research Rep asks about Dec reports – continuing Exec members should keep track of their December meetings and events, but these won't require a formal report (as there will be no December meeting to pass them!).

7.4. End of year party at The Clarendon

Tuesday 12 December, for staff and students – all are welcome!

President wants to thank the entire 2017 Exec for all their hard work this year and best wishes to those representatives who are continuing. Equity Rep notes NUPSA has been a force for a lot of good work this year; huge thanks to the 2017 President for all their amazing efforts!

8. NEXT MEETING

January 2018!

9. MEETING CLOSED

10.58am