

## NUPSA Executive Meeting Agenda – April 2018

A meeting (2018/4) of the Newcastle University Postgraduate Students' Association Executive, will be held at 1.30pm, Monday 30<sup>th</sup> April in HA158, Hunter Building.

Distribution list:	<ul style="list-style-type: none"> <li>▪ Ash McIntyre (President)</li> <li>▪ Anish Saini (Vice President)</li> <li>▪ Faria Quoreshi (Coursework Representative)</li> <li>▪ Barrie Shannon (GLBTI Representative)</li> <li>▪ Amber Sauni (Equity Representative)</li> </ul>	<ul style="list-style-type: none"> <li>▪ Ashraf Abdelbaky (International Representative)</li> <li>▪ Daniel Akeremale (Research Representative)</li> <li>▪ Nicholas Scanlon (Satellite Representative)</li> </ul>
Minute Taker:	<ul style="list-style-type: none"> <li>▪ Hugh Milligan (Project Officer)</li> </ul>	

**Meeting opens: 1.29pm.**

### 1. WELCOME AND 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

Coursework Rep sent apologies. International Rep sent apologies.

### 2. CONFIRMATION OF THE MINUTES FROM THE PREVIOUS NUPSA MEETING

*Motion to accept minutes of previous meeting.*

*Passed: President; Seconded: Vice-President; Carried unanimously (Equity Rep abstaining).*

### 3. BUSINESS ARISING FROM THE MINUTES

ACTION	ASSIGNED TO	STATUS
New NUPSA office / post grad space	President	Ongoing; awaiting feedback from UON.
New student FAQs/guidebook	PO	Done!
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

Equity of access at satellite campuses	President	Done.
Online recordings for faculty presentations	President	Ongoing; issue raised with Student Faculty/School Reps; follow up in next meeting
FSC work space	President	Ongoing; to raise with DVC-R;
Organise bank account access for Treasurer	PO/ President/ LGBTQI Representative	Ongoing; awaiting past Presidents to be removed so I have authorisation to add access
Book AGM	PO	Venue (HB13) secured. Heights Catering booked.
Student/Staff Relationship Policy	President	Ongoing; Awaiting feedback on the writing of UoN Guidelines.
Contribute to 24HR Health Crisis Line	PO/ President	Done. Awaiting instructions from Director of Student Health and Wellness.
NUPSA Regulation Working Group	President/ SRSO/ Exec	Ongoing; awaiting new staff member to resume
Hardcopy student guide	PO	Ongoing.
Investigate RSA/RCG Training	President/PO/SRSO	Ongoing; NUSA still offers subsidised RSA, First Aid, RCG. SRSO investigated Barista training.
New club affiliation – Flicks and Chill (UON Movie and Cinema Club)	Senior Executive	Approved by flying motion.
NUPSA representative selection for UON Student Advisory Council	Executive	Done; Vice-President selected by majority (online poll).
Hire new SRSO	President	Done. To start in 2 weeks.
Audit	PO, President, Bookkeeper	Ongoing.
Late Fees Feedback	President	Done.
Newsletter Editor Position	President	Done. Pending advertisement.
Media training for Executive/staff	Project Officer, President	Ongoing.

#### 4. STUDENT ENQUIRIES LIST

4.1. Student Enquiries Report as of 30/04/18.

## 5. REPORTS

5.1. **President.** No questions.

5.2. **Vice-President.** No questions.

5.3. **Coursework.** No questions.

5.4. **GLBTI.** No questions.

5.5. **International.** President would like to meet with the International Rep to discuss their report before passing.

5.6. **Research.** No questions.

5.7. **Satellite.** No report submitted.

5.8. **Aboriginal/Torres Strait Islander.** Position vacant.

5.9. **Equity.** No questions.

5.10. **Project Officer.** No questions.

5.11. **Student Representative Support Officer.** Position vacant.

*Motion to pass all reports, excluding International Rep's report, which can be re-evaluated at next month's meeting.  
Passed: President; Seconded: Vice-President; carried unanimously.*

## 6. FINANCIAL STATEMENTS

6.1.1. Balance Sheet –pending audit

6.1.2. Profit and Loss –pending audit

## 7. GENERAL BUSINESS

### 7.1. SRSO Position Update

A new SRSO has been hired. The President explained a series of changes to be made to the SRSO contract before they sign (regarding a formalised probation period, training reimbursement, etc.), with the assistance of NUPSA's current legal consultant.

NUPSA has reached a settlement with the previous SRSO, so no further action is required. The new SRSO has accepted the position, and will start in two weeks.

### 7.2. Review of Clubs and Societies Policy (no mention of affiliating with two entities)

It has come to NUPSA's attention that the association's most recently approved Clubs and Societies Policy makes no explicit mention of associating with two student entities, and that this is prohibited.

### 7.3. New club affiliation request – School of Education HDR Club

*Motion to approve affiliation of School of Education HDR Club with NUPSA.*

*Passed: President; Seconded: Equity Rep; carried unanimously.*

### 7.4. New club affiliation request – Minerva (University of Newcastle Student Society for History and Politics)

*Motion to approve affiliation of Minerva (University of Newcastle Student Society for History and Politics) with NUPSA.*

*Passed: President; Seconded: Equity Rep; carried unanimously.*

### 7.5. Re-affiliation and funding request – HDR Coffee Club, Central Coast Campus

*Motion to approve re-affiliation of HDR Coffee Club, Central Coast Campus with NUPSA.*

*Passed: President; Seconded: Vice-President; carried unanimously.*

*Motion to accept HDR Coffee Club, Central Coast Campus' request for funding for Semester 1.*

*Passed: President; Seconded: Vice-President; carried unanimously.*

## **7.6. Funding request (revised) – African Postgraduate Students Association**

The African Postgraduate Students Association has since modified this proposal again, as their speaker has cancelled. NUPSA is awaiting a third proposal.

The Project Officer outlined his meeting with the convener of APSA last week, during which he gave some explanation of NUPSA's funding constraints, and offered advice on other potential avenues of funding to supplement future APSA events.

## **7.7. Funding request – PONdER, RHD Students in Nursing and Midwifery**

*Motion to delay approval of PONdER's funding request until NUPSA can gather more information on event accessibility (to ensure equity).*

*Passed: President; Seconded: Equity Rep; carried unanimously.*

## **7.8. Funding request – Research Roundup**

*Motion to accept Research Roundup's request for funding.*

*Passed: President; Seconded: Vice-President; carried unanimously.*

## **7.9. Advocacy (OSA)**

The President has been in discussions with the Dean of Students and the Office of Student Advocacy to develop regular channels of input and collaboration. She proposed inviting a Student Advocate to future NUPSA Executive meetings, to maintain consistent dialogue and offer input. Alternatively, she proposed inviting the Dean of Students to a single meeting to speak to Executive members.

The Vice-President disagreed with inviting a Student Advocate to entire meetings (due to confidentiality); it was agreed that NUPSA should invite a Student Advocate to speak with Executive members at the beginning of the meeting, before any confidential business is discussed.

*Motion to invite a Student Advocate to speak at the next NUPSA meeting about collaborate between NUPSA and the Office of Student Advocacy.*

*Passed: President; Seconded; Research Rep; carried unanimously.*

## **7.10 Review of activity – Satellite Representative**

The President contacted the Satellite Representative following the previous meeting to convey the Executive's concerns regarding his attendance, but has received no response from them since.

*As per the NUPSA Constitution and considerations made at previous meeting, motion to make vacant the position of NUPSA Satellite Representative, effective immediately.*

*Passed: Vice-President; Seconded; Equity Rep; carried unanimously.*

## **8. UPCOMING MEETINGS AND EVENTS**

The Executive looked through a current list of upcoming meetings and student events, allocating representatives to attend each.

### **ADDITIONAL BUSINESS:**

The Executive discussed the ongoing issue of providing sufficient catering for students at evening events, spurred by critical feedback from attendees at last week's trivia night at NeW Space. Various ideas were proposed, such as cutting thinner slices, serving pizza during the event (eg. after Round 1) rather than before, or placing limits on portion size (eg. two slices per student until all attendees are fed).

The LGBTI Rep stated his intention to request funding to attend this year's ALLY Conference.

## **9. NEXT MEETING: Friday, May 25, 2pm-4pm.**

**Meeting closes: 2.59pm.**