

NUPSA Executive Meeting Minutes –April 2019

A meeting (2019/4) of the Newcastle University Postgraduate Students’ Association Executive, was held at 9am on 29th April 2019 in SC408, Student Services Building.

Attendance list:	<ul style="list-style-type: none"> ▪ Ash McIntyre (President) ▪ Barrie Shannon (Vice President) ▪ Amber Sauni (Equity Representative, Secretary)- <i>via phone</i> ▪ Tanika Koosmen (GLBTI Representative) 	<ul style="list-style-type: none"> ▪ Joseph Pegler (Research Representative, Treasurer) ▪ Nikhil Saini (Coursework Representative) <p>Georgia Killick (SRSO)</p>
Minute Taker:	<ul style="list-style-type: none"> ▪ Georgia Killick 	

Meeting opens: 9.08am

1. WELCOME AND APOLOGIES

1.1. ACKNOWLEDGEMENT OF COUNTRY

1.2. APOLOGIES

The office received apologies from the Satellite Representative

1.3. QUORUM

The chair confirmed that quorum was established.

2. CONFLICTS OF INTEREST

At this point in the meeting the chair called on the Executive to declare any conflicts of interest regarding:

- A. Any matters on the agenda
- B. Any matter that may impact NUPSA
- C. Any matter that may impact their performance of duties as a NUPSA Executive member

No declarations were made

3. CONFIRMATION OF THE MINUTES FROM THE PREVIOUS NUPSA MEETING

Motion: Confirm minutes from the previous meeting

Moved by: President

Seconded: GLBTI Representative

In favour: 5

Opposed: 0

Abstained: 1

Motion carried

4. BUSINESS ARISING FROM THE MINUTES

ACTION	ASSIGNED TO	STATUS
International Student Mentors	President SRSO	Ongoing
Executive goals	SRSO & President	Ongoing. Waiting on one Executive member to complete this.
Student Communications Officer Working Party	President, Equity Rep & Research Rep	Applicants were interviewed and successful candidate has signed their

		contract of employment and will be commencing shortly.
AGM	SRSO	Ongoing. Will be discussed in General Business
Hunter Valley Zoo Trip	PO, SRSO	Done
Graduate Gamers Club Funding Request	Senior Executive	Passed by Flying Minutes
Frontier Film Club Funding Request	Senior Executive	Passed by Flying Minutes
Family Film Night	PO, President	Done, approx. 50 attendees
MOU and Restructure Update	President	Ongoing. MOU Signed and funds received. Meeting booked to obtain legal advice.
Meeting with Vice Chancellor	President	Done
HMRI Prayer Rooms	President	Ongoing

5. STUDENT ENQUIRIES LIST

Student enquiries list as of 17/04/2019. SRSO identified that there were a lot of enquiries regarding events & workshops which indicates students are engaged at the moment. SRSO advised there has been ongoing communication with a person regarding personal issues and advised the Executive that if they are contacted to please let the office know.

6. REPORTS

The President reminded the Executive that when writing reports that people need to be referred to by their title than by their name.

- 6.1. President- Delay in uploading
- 6.2. Vice-President- No questions
- 6.3. Coursework- Delay in uploading
- 6.4. GLBTI- the President commended the GLBTI Representative on their dedication to attending NUPSA events and submitting such a quality report.
- 6.5. International- No questions
- 6.6. Research- Amend names
- 6.7. Satellite- Amend names
- 6.8. Aboriginal/Torres Strait Islander (Vacant)
- 6.9. Equity- Delay in uploading
- 6.10. Project Officer- No questions
- 6.11. Student Representative Support Officer- No questions

Motion: To approve the reports of the Vice-President, LGBTI Representative, International Representative, Project officer and SRSO

Moved by: President

Seconded: GLBTI Representative

In favour: 6

Opposed: 0

Abstained: 0

Motion carried

Motion: All other reports will be reviewed at the next meeting, and amendments will be completed by the representatives that have been asked to do so.

Moved by: President

Seconded: GLBTI Representative

In favour: 6

Opposed: 0

Abstained: 0

Motion carried

7. FINANCIAL STATEMENTS

Budget tracker as of 12/04/2019

The President invited questions from the Executive in regards to current expenditure. No questions.

8. GENERAL BUSINESS

8.1. CAPA SCM

The CAPA ACM will be held in Canberra on 23rd- 24th May. Registration costs \$450 and we would also need to pay for flights and accommodation, which is a significant expenditure. However we would be able to Skype in as a way of still attending. It was discussed that after reviewing the agenda there is no clear need for NUPSA to attend this meeting in person. It was also noted that there seems to be no discussion scheduled for ideas & initiatives that were agreed at the 2018 CAPA ACM.

Motion: That NUPSA not send a delegate to physically attend the CAPA ACM.

Moved by: President

Seconded: Vice-President

In favour: 6

Opposed: 0

Abstained: 0

Motion carried

8.2. CISA

When the NUPSA 2019 budget was passed earlier in the year it was noted that there were not funds allocated to affiliating with CISA, however they have recently been in contact with NUPSA and the International Representative as it appears they have assumed NUPSA will be re-affiliating. While International student representation is extremely important it was highlighted that there have been issues with CISA in the past. For example, at one stage they elected an entirely male executive which suggests an equity issue and a failure to have diverse representation. There has often been disorganisation and failure to follow up on tasks, such as the collecting of signatures for the International student Travel Concession petition where signatures were not collected and in some cases, were lost. The CISA conference is expensive, we have previous delegates identify that they were expected to stay up very late due to organisational issues and NUPSA received information stating one delegate failed to attend a large portion of the conference. CISA is also regularly works alongside CAPA so we will still have access to important updates. NUPSA in no way wishes to minimise the importance of engaging with peak bodies for International students and regularly sends students to the ISANA conference. There is also the opportunity to affiliate with CISA in the future if NUPSA sees improvement and increased benefit to the postgrad student body.

Motion: NUPSA does not affiliate with CISA

Moved by: President

Seconded: Research Rep

In favour: 6

Opposed: 0

Abstained: 0

Motion carried

8.3. AGM

Unfortunately it was necessary to push back the date of the AGM in order to ensure NUPSA meets its legislative requirements in regards to passing a special resolution. NUPSA will be sending information and the special resolution to all NUPSA members 21 days prior to the meeting. Online voting will be available to students unable to attend the meeting in person. It is crucial that the Executive has a very solid understanding of the proposed restructure and the President urged the Executive that did not attend the webinar or workshops to please make

a time to see the President so they can be advised of the relevant information. It is understandable that students may be hesitant to approve something that isn't finalised however the new structure can't be proposed to University Council without student approval. NUPSA will continue to work with the steering committee, the project officer and our legal consultant to ensure we take appropriate action and ensure the best interests of NUPSA members are represented.

SRSO listed catering quotes and discussed pros & cons of each.

Motion: Fast Fuel cater the NUPSA 2019 AGM

Moved by: President

Seconded: Vice-President

In favour: 6

Opposed: 0

Abstained: 0

Motion carried

8.4. UoN Mental Health Strategy and Launch

This launch will be held at 2pm on Friday 3rd May in the Brennan Room. The Mental Health Strategy is a significant step forward for the University. There are areas that could be improved, however it is considered a living document which means NUPSA can provide feedback and suggestions that it feels would be appropriate. The President has accepted the invitation to speak at the event and having multiple NUPSA executive members present is important to demonstrate NUPSA's commitment to addressing mental health issues within academics. All executive members should have received an invite from the Health Promotions Officer, if they are able to attend please RSVP as soon as possible.

8.5. NUPSA next Big ticket event

SRSO identified that the Executive will need to decide the next 'big ticket' event that will be run in June. It was pointed out that we have run 2 trips this year which involved animals so it might be good to do something different to make sure our events maintain appeal. Also the 2 events have been most accessible to Callaghan or NewSpace students. SRSO advised that there are discounted tickets for Luna Park available on Mondays (approx. \$40) and this would be easily accessible for Sydney students and could possibly engage satellite students and Central Coast students too. Executive members and staff could arrange to travel by public transport so students that wanted to could travel with them. It was discussed that NUPSA needs to be clear that students are responsible for paying for their own lunch and transport costs as this would be an expense that NUPSA is not able to meet. As NUPSA will not be meeting travel costs it was discussed that a \$10 student contribution is reasonable.

Motion: Luna Park will be the next 'big ticket' event that NUPSA will run and students will be asked for a \$10 contribution

Moved by: President

Seconded: Research Representative

In favour: 6

Opposed: 0

Abstained: 0

Motion carried

8.6. Business Elites Club Affiliation Request

The Business Elites Club affiliation request was discussed by the Executive with numerous concerns being identified. It was considered problematic that NUPSA may not be able to approve club funding for the club activities based on the description provided. It was discussed that students attending the Sydney campus do seem to be disadvantaged when it comes to the services, events and activities they are given access to but it is not appropriate for student clubs to use their funding to bridge these gaps. It would be unfair and unhelpful to approve affiliation only to be unable to approve funding. The SRSO said she would be happy to suggest making a time to meet with the convenor on the Sydney campus to assist in writing an affiliation request which would

meet the NUPSA requirements, answer any questions they have and explain more about SSAF guidelines. The Executive agreed that this seems like a good resolution.

Motion: To deny current Business Elites Club affiliation request

Moved by: President

Seconded: GLBTI Representative

In favour: 6

Opposed: 0

Abstained: 0

Motion carried

9. UPCOMING MEETINGS AND EVENTS

The President read upcoming meetings and events list and asked for volunteers where required.

10. NEXT MEETING

Monday 27th May at 10am

- *International Rep entered the meeting at 10.06am*

Meeting closes: 10.07am