

NUPSA Executive Meeting Minutes – July 2019

A meeting (2019/7) of the Newcastle University Postgraduate Students' Association Executive, was held at 2pm on Friday 26th July 2019 in, HA158 Hunter Building.

Attendance list:	<ul style="list-style-type: none"> ▪ Ash McIntyre (President) ▪ Barrie Shannon (Vice President) ▪ Tanika Koosmen (GLBTI Representative) 	<ul style="list-style-type: none"> ▪ Joseph Pegler (Research Representative, Treasurer) ▪ Shumaila Khurshid (International Representative) ▪ Nikhil Saini (Coursework Representative)
Minute Taker:	Georgia Killick (SRSO)	

Meeting opens: 2.03pm

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

The office received apologies from the Equity Representative and advised that the International Representative had mentioned at a recent workshop that they did have another commitment so may have submitted apologies or might be late but SRSO has not been in the office today to check emails.

1.3. QUORUM

The chair confirmed that quorum is established.

2. CONFLICTS OF INTEREST

The chair called on the Executive to declare any conflicts of interest. No declarations were made.

3. CONFIRMATION OF THE MINUTES FROM THE PREVIOUS NUPSA MEETING

Motion: To confirm the minutes provided from the June Executive meeting

Moved by: President

Seconded: Coursework Representative

In favour: 5

Opposed: 0

Abstained: 0

Motion carried

4. BUSINESS ARISING FROM THE MINUTES

ACTION	ASSIGNED TO	STATUS
New NUPSA office / post grad space	President	Ongoing; Just resubmitted our proposal to EMAG
Student/Staff Relationship Policy	President	Done
International Student Mentors	President SRSO	Ongoing
Chinese Students and Scholars Association- Affiliation request	SRSO	Ongoing, SRSO has emailed the convenor multiple times to request a meeting. No response received.
O-Week Merchandise	SRSO	Done. Ordered and received
O-Week trip	SRSO, President	Done
ISANA Conference- SRSO and President to attend	Senior Executive	Passed by flying minutes

5. STUDENT ENQUIRIES LIST

Student enquiries list as of 19/07/2019

6. REPORTS

- 6.1. President
- 6.2. Vice-President
- 6.3. Coursework
- 6.4. GLBTI
- 6.5. International
- 6.6. Research
- 6.7. Satellite (Vacant)
- 6.8. Aboriginal/Torres Strait Islander (Vacant)
- 6.9. Equity (Not received)
- 6.10. Project Officer
- 6.11. Student Representative Support Officer
- 6.12. SRSO Report CDAT
- 6.13. President STARS Report

Motion: To accept all submitted reports

Moved by: GLBTI Representative

Seconded: Research Representative

In favour: 5

Opposed: 0

Abstained: 0

Motion carried

7. FINANCIAL STATEMENTS

Budget tracker as of 22/07/2019

8. GENERAL BUSINESS

8.1. Public Officer

SRSO explained to the Executive that a constitutional requirement of the 'Office Administrator' role is that they act as the Public Officer of NUPSA. A Public Officer is a company's representative to the ATO and is responsible for the company's obligations under tax law. SRSO has applied for a new Administrator Auskey and has been advised that this needs to be confirmed by the Executive and copies of the minutes provided.

Motion: To confirm Georgia Killick (NUPSA SRSO) is the Public Officer for NUPSA

Moved by: President

Seconded: Vice-President

In favour: 5

Opposed: 0

Abstained: 0

Motion carried

8.2. Accounting Club Affiliation Request

This is the second proposal this group has made as the first club they proposed was not successful in its first application so they have created a new club idea and have changed the parts the Executive previously found problematic. This is another club which will be based on the Sydney Campus.

Motion: To approve the Accounting Clubs affiliation request.

Moved by: Research Representative

Seconded: GLBTI Representative

In favour: 5

Opposed: 0

Abstained: 0

Motion carried

- **International Representative enters meeting at 2.21pm**

8.3. Staff Performance Reviews

Held In-Camera to protect the privacy of staff

8.4. Pride Week Funding

Under the yearly budget the Executive previously approved there was already Pride funding allocated however it could be beneficial to increase this so NUPSA can hire a musician/musical act to play at the award winning Queer Showcase evening.

Motion: To increase Pride week budget by \$300

Moved by: President

Seconded: Research Representative

In favour: 6

Opposed: 0

Abstained: 0

Motion carried

8.5. Mental Health First Aid Training

The Executive was advised that the University is funding a staff member to complete Mental Health First aid instructor training, with a strong focus on this person delivering workshops to UoN staff. The student associations were not able to submit an expression of interest for the training as the University wanted it to be a staff member. It was raised that there are significant mental health concerns amongst students and significant evidence to demonstrate that mental health issues are affecting the student population. Having a NUPSA staff member trained to deliver Mental Health First Aid could be very beneficial for students, however the training is very expensive and would cost NUPSA approximately \$4500. It was discussed that there are a few possibilities for where NUPSA could request additional funding to assist with meeting this cost. The general consensus was reached by the Executive that this is so important for students that NUPSA should request funding support but if none is available the full cost could be paid. The SRSO advised they are happy to sign a 'Training Contract' which stipulates that if they were to leave before the end of their contract they would need to reimburse NUPSA for this training cost.

Motion: That NUPSA send the SRSO for Mental Health First Aid Instructor training.

Moved by: LGBTI Representative

Seconded: International Representative

In favour: 6

Opposed: 0

Abstained: 0

Motion carried

8.6. Taronga Zoo

The Executive was advised that students have requested a trip to Taronga Zoo as their next 'big ticket' event. Currently student tickets are \$33.60 per person and the Executive discussed that this would be an event for NUPSA members only, friends/family members would need to purchase full price tickets. Cost per student were discussed and what is reasonable to ask from students was explored.

Motion: That NUPSA provide subsidised tickets to Taronga Zoo for students where students will be asked to contribute \$15

Moved by: President

Seconded: International Representative

In favour: 6

Opposed: 0

Abstained: 0

Motion carried

8.7. Healthy University Challenge

The University of Newcastle will be participating in the Healthy Universities Challenge, 12 Australian Uni's have agreed to have a friendly competition where participants will try to log as many steps as possible. This is part of the 10 000 project. Apparently a barrier for people wanting to participate is they don't have a pedometer to log their steps. It was discussed that students can use phone apps to log steps as one way of addressing this issue. It was discussed that NUPSA could purchase some pedometers and these could be subsidised for NUPSA members. After viewing multiple sources the SRSO advised that \$20.00 seems to be the lowest price they can source pedometers from a reliable source

Motion: NUPSA purchase a small batch of 20-30 pedometers and these be sold to students for \$10.

Moved by: President

Seconded: LGBTI Representative

In favour: 6

Opposed: 0

Abstained: 0

Motion carried

8.8. Executive Member Absence

Held In-Camera to protect the privacy of an Executive member

9. UPCOMING MEETINGS AND EVENTS

The President read through the list and encouraged Executive members to attend wherever possible or relevant to their portfolios.

10. NEXT MEETING: Friday 30th August 2pm

Meeting closes 3.06pm