

NUPSA Executive Meeting Minutes – September 2019

A meeting (2019/10) of the Newcastle University Postgraduate Students' Association Executive, was held at 2pm on Mon 23rd September 2019 in HA150Hunter Building.

Attendance list:	<ul style="list-style-type: none"> ▪ Ash McIntyre (President) ▪ Barrie Shannon (Vice President) ▪ Amber Sauni (Equity Representative, Secretary) ▪ Joseph Pegler (Research Representative, Treasurer) 	<ul style="list-style-type: none"> ▪ Georgia Killick (SRSO)
Minute Taker:	<ul style="list-style-type: none"> ▪ Georgia Killick 	

Meeting opens:

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

Apologies have been received from the GLBTI Representative who has nominated the President to vote as their proxy. Apologies have also been received from the International Representative.

1.3. QUORUM

The chair confirmed that quorum is established.

2. CONFLICTS OF INTEREST

At this point in the meeting 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 accept August meeting minutes as they are

Moved by: President

Seconded: Vice President

In favour: 4

Opposed: 0

Abstained: 2

Motion carried

4. BUSINESS ARISING FROM THE MINUTES

ACTION	ASSIGNED TO	STATUS
New NUPSA office / post grad space	Project Officer/President	Ongoing, awaiting response to application
Public Officer ATO Administration Key	SRSO	Ongoing
Mental Health First Aid Instructor Training	SRSO	Done

Taronga Zoo Trip	SRSO/Project Officer	Ongoing- 27 th Sept booked
CAPA ACM	SRSO, GLBTI Rep	Ongoing
ANZSSA Conference	SRSO, President, Vice President	Ongoing- Flights + Accom booked
Global Climate Strike Donation	PO	Done
UoN Academic Restructure	Working Party	Ongoing
Media Release	President	Ongoing
2 nd Company CC	SRSO	Ongoing- application submitted
2020 NUPSA Executive	SRSO	Ongoing- Nominations open 1 st October
Family Fun Day	Senior Exec, SRSO, PO	Passed by Flying Minutes

5. STUDENT ENQUIRIES LIST

Student enquiries list as of 17/09/2019

6. REPORTS

- 6.1. President – *No questions*
- 6.2. Vice-President – *No questions*
- 6.3. Coursework- *Not received*
- 6.4. GLBTI– *No questions*
- 6.5. International – *It was noted that reports are only for identifying actions taken, there is no need to include items which were not attended or actioned.*
- 6.6. Research – *No questions*
- 6.7. Satellite (Vacant)
- 6.8. Aboriginal/Torres Strait Islander (Vacant)
- 6.9. Equity – *No questions*
- 6.10. Project Officer– *No questions*
- 6.11. Student Representative Support Officer– *No questions*

Motion: To accept all reports

Moved by: President

Seconded: Research Representative

In favour: 5

Opposed: 0

Abstained: 0

Motion carried

7. FINANCIAL STATEMENTS

Budget tracker as of 30/08/2019

8. GENERAL BUSINESS

8.1. Coursework Representative position vacancy

The Coursework Representative has resigned on the 18/09/2019 due to being unable to commit time to NUPSA due to personal situations impacting their ability to participate in NUPSA. NUPSA wishes to formally thank the Coursework Representative for their participation and wish them luck.

8.2. President Absence

The President advised they will be in Germany from 20.09.2019- 13.09.2019 and that the Vice President will be acting as President for the duration of their absence.

8.3. 2019 Executive Handover

Timeline for elections:

Date	Task
Tuesday 1 October 2019	Call for Nominations opens

Tuesday 15 October 2019	Nominations period closes
Friday 18 October 2019	Determine if a ballot is required
Friday 18 October - Friday 25 October 2019	If ballot is required, prepare for an electronic ballot . Produce document with candidate statements/photos
Tuesday 29 October 2019	Voting period opens (electronic voting)
Tuesday 12 November 2019	Voting period closes
Thursday 14 November 2019	Vote count conducted
Monday 18 November 2019	Election results announced

2019 Executive members will need to liaise with 2020 Executive member for handover from 18th November at the latest (earlier if role not contested). It would be great to prepare a handover document outlining experiences but also to arrange a meeting if possible so there is a forum for the new Executive to ask any questions they may have.

8.4. Academic Restructure feedback

NUPSA submitted feedback requesting that the number of frontline support staff (such as Counselling) be increased as they are often booked out and there is significant demand for services amongst the student body.

8.5. Annual Dinner menu

The Executive discussed the available menu and the following choices were made:

Entrees:

Confit Duck Leg (NF, GF) - *Coconut Ginger Risotto, Candied Red Cabbage Walnut Compote, Orange Fennel Jus*
Oven Roast Moroccan Spiced Lamb Cutlet (NF) - *Pearl Cous Cous, Sultana Orange Puree, Coriander Ginger Yoghurt, Pomegranate*

Mains:

North African spiced Roast Chicken Supreme (GF,NF) - *Served with crushed garlic mint chats, Ginger braised apricots, coriander lime yoghurt*
Slow Roast Beef Fillet (GF, NF) - *Served with Potato Roesti, Smoked mushroom and leek duxelle, Wood fired asparagus, Pink peppercorn shiraz jus*

Desserts:

Coconut and lemongrass pannacotta (GF, NF) - *Served with Charred Pineapple salsa, Sesame Honey Crisp, Mint Syrup*
Chocolate Blood Orange Dome - *Chocolate mousse, Blood Orange Jelly, Rosemary Mascarpone*

8.6. November big ticket event

Ideas for the final 'big ticket' event for NUPSA were discussed and it was decided that Treetop Adventures could be a good choice as it is very different to the other events we have offered and students have been requesting physical activity.

Motion: That a bus trip to Treetop Adventure Park be our last 'big ticket' event of 2019

Moved by: President

Seconded: Equity Representative

In favour: 5

Opposed: 0

Abstained: 0

Motion carried

8.7. Student Entities Restructure Update

Things are moving forward and the first draft of the constitution has been received and feedback from the 3 entities will be collated. It has been suggested that the new entity could be a 'Controlled' rather than "Affiliated' entity. We are seeking further advice and counsel regarding this before offering a response.

8.8. Clubs Policy Review

Our clubs policy currently is a bit vague when it comes to club governance and membership, it currently only details that 10 postgrads need to sign the initial affiliation document. After recent interactions with clubs it seems the policy needs the following amendments.

5.5 Postgraduate membership must be the majority of club members

5.4 Club governance positions (President and Treasurer) must be Postgraduate students

5.10 Any student may become a member of a NUPSA club as long as 5.5 is upheld

Motion: To amend NUPSA Clubs policy to reflect the listed changes

Moved by: President

Seconded: Research Representative

In favour: 5

Opposed: 0

Abstained: 0

Motion carried

8.9. Fairy Floss Machine

Fairy floss machine was an absolute hit at the Family Fun day and if we owned one we could use it at multiple activities and fairs throughout the year! SRSO has been researching the cost of buying our own as this would be much cheaper in the long run than renting a machine. We could purchase a machine for approx. \$1000 and then enough flavouring to make over 10 000 sticks of floss for approx. \$120.

Motion: SRSO to purchase fairy floss machine and supplies

Moved by: President

Seconded: Research Representative

In favour: 5

Opposed: 0

Abstained: 0

Motion carried

9. UPCOMING MEETINGS AND EVENTS

The President read through upcoming meetings and events and encouraged Executive members to attend wherever possible

10. NEXT MEETING

Monday 28th October 2pm-4pm

Meeting closes: 3.16pm